

Approved

Orford Planning Board

June 9, 2026 Meeting Minutes

**Town of Orford Planning Board
Meeting Minutes - June 9, 2026, Meeting**

Board members present: Paul Goundrey-chair; Ruth Hook-vice chair; Caleb Day-secretary; Tom Thomson-member; Kelley Monahan-member; Charlie Smith-selectboard member; Heidi Wilson-member; Harry Osmer-alternate; Renee Theall-UVLSRPC.

Board members absent: none

Public Attending: Rick Ullrich

Paul G. called the meeting to order at 5:30 PM. We have a quorum.

Item 1: Appoint Alternate: Paul G. made a motion to appoint Rick Ullrich as an alternate to the board. Kelley M. seconded. All in favor. The board discussed that they are still looking for more alternates.

Item 2: Review Minutes from May 12th Meeting: Kelley M. requested “Registrar” changed to “Register” on page 2, line 7. Ruth H. made a motion to approve minutes with corrections. Tom T. seconded. All in favor.

Item 3: Lot Merger Application for 24 Montfort Farm Rd, Map 8-93 Lot 24F & Map 8-93 Lot 24G: Renee T. confirmed applicant submitted note from the mortgage holder to provide written consent per RSA 674:39-a. Kelley M. made a motion to deem the application complete. Heidi W. seconded. All in favor. Tom T. confirmed sizes of lots: Lot 24F (4.7 acres) and Lot 24G (4.4 acres). According to the town property tax maps booklet, the lots were still in current use. Renee T. confirmed, according to tax cards, both lots were taken out of current use in 2022. Charlie S. to check with the selectboard how often the property tax map booklets are updated. Kelley M. made a motion to approve the application. Tom T. seconded. All in favor. Paul G. signed the application and left with Esther M.

Item 4: Cell Tower Subcommittee update: Tom T. updated the board on the Zoom discussion the subcommittee had with Brendan Gill of Vertex Towers. The committee discussed the current town ordinance, the option for municipal hookup to towers, tower height, and appearance cost. Heidi W. confirmed the committee expects to draft a new ordinance with minor edits to the current one. Charlie S. confirmed the committee was following the K-12 guidelines. The committee was confident they would have a draft ordinance submitted for the September meeting.

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Item 5: Review Waiver Requests Process Review: The board agreed to move this item to next month. Kelley M. to provide the board with a draft form of a waiver request form.

Item 6: Floodplain Ordinance & process - Review: Paul G. updated the board on his correspondence with Stephanie Frechette of OPD (Office of Planning and Development) on reviewing and updating Orford's floodplain ordinance. Orford has two watersheds: Pemigewasset & Waits River- CT River. The Pemigewasset watershed maps were recently updated as of 02/24. The Waits River - CT River watershed maps are expected to be updated by spring 2027. According to OPD, Orford's ordinance is compliant with the Pemigewasset updates in 2024. The board discussed the need to research whether the amended floodplain ordinance was voted on to reflect the updates from the Pemigewasset watershed maps at town meeting 2024. The board also discussed getting the updated ordinance on the website, as the current one is from 2016. Charlie S. asked which board is responsible for development in the floodplain. The board confirmed that it falls under the selectboard.

Item 7: Non-Public Session: Charlie S. made a motion to enter into non-public session under RSA 91-A:3, II(a) for personnel matters at 6:44 PM. Kelley M. seconded. Roll Call vote: Tom T. Yes, Ruth H. Yes, Heidi W. Yes, Kelley M. Yes, Charlie S. Yes, Paul G. Yes, Caleb D. Yes.

Charlie S. made a motion to end the non-public session at 7:04 PM. Kelley M. seconded. Roll Call vote: Tom T. Yes, Ruth H. Yes, Heidi W. Yes, Kelley M. Yes, Charlie S. Yes, Paul G. Yes, Caleb D. Yes. Kelley M. made a motion to seal the minutes. Ruth H. seconded. All in favor.

Charlie S. made a motion to return to public session at 7:04 PM. Tom T. seconded. All in favor

Other Business:

The board discussed the UVLSRPC contract that was expiring on June 30th. The board discussed changing the contract billing to hourly vs. the current retainer of 12 hours a month. The rate per hour would stay the same at \$85/hour. Paul G. made a motion to recommend the contract be signed by the selectboard. Kelley M. seconded. All in favor.

Ruth H asked for updated planning board binders. Renee T. confirmed she would put together 4 binders and updated materials for all planning board binders.

-Review any invoices/mail: none.

Respectfully submitted, Caleb Day, Orford Planning Board Secretary.

Tentative Meeting Agenda for July 14, 2026, 5:30 PM Town Offices

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- **Telecommunications subcommittee update**
- **Review Waiver Requests process review**

Ruth H. made a motion to adjourn the meeting at 7:27 PM. Tom T. seconded. All in favor.