

Approved

Orford Planning Board

September 15, 2026 Meeting Minutes

**Town of Orford Planning Board
Meeting Minutes - September 15, 2026 Meeting**

Board members present: Caleb Day-secretary; Kelley Monahan-member; Charlie Smith-selectboard member; Heidi Wilson-member; Tom Thomson-member; Harry Osmer-alternate; Rick Ullrich-alternate; Renee Theall-UVLSRPC.

Board members absent: Paul Goundrey, Ruth Hook

Public Attending: John Adams, Lisa Camarra

Caleb D. called the meeting to order at 5:30 PM. Caleb D. appointed Harry O. and Rick U. to fill Paul G. and Ruth H.'s seats.

Item 1: Review Minutes from the August 11th Meeting: Kelley M. requested that the following be added to item 1: “Kelley M. advised we hold onto the returned abutter envelope for future protection of the town.” Kelley M. made a motion to approve the amended meeting minutes; Tom T. seconded. All in favor.

Item 2: Town of Orford Personal Wireless Service Facility Ordinance Draft Review: Heidi W. presented the draft ordinance to the board. Each article was reviewed, and edits were discussed. Major edits included: defining PWSF in Article 1, reworking Article 9.4.1 to adjust for inflation, adding Article 7.5 to account for setbacks, and other minor edits. John A. explained to the board that the subcommittee is working on an application draft. Charlie S. made a motion to accept the repeal and replace draft of the PWSF ordinance. Rick U. seconded. All in favor. The board discussed sending it to the town attorney for review. Kelley M. made a motion to approve spending the budget on any legal fees incurred from the town attorney reviewing the ordinance. Heidi W. seconded. All in favor. Caleb D. to send to the attorney once Heidi W. completes edits to the draft. The board thanked the subcommittee members for their work.

Item 3: Review Waiver Request Draft: The board reviewed the draft waiver. Charlie S. confirmed this form didn’t need a signature section. Kelley M. felt this was a good document to have to serve as a paper trail for the application. The board thanked Renee T. for putting it together and will plan to discuss and vote on the draft at next month’s meeting.

Item 4: Floodplain Ordinance: Charlie S. and Renee T. updated the board on their communication with the office of planning and development (OPD) regarding the current ordinance. Charlie S. presented the board members with copies of the selectboard resolution dated 12/27/2023. The resolution read: "Pursuant to RSA 674:57, by resolution of the Board of

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Selectmen, all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its “Flood Insurance Study for the County of Grafton, NH” Dated February 8, 2024, together with the associated Flood Insurance Rate Maps Panels 33009C0570F, 33009C0590F, 33009C0760F, and 33009C0780F dated February 8, 2024 and 33009C0545E, 33009C0555E, 33009C0560E, 33009C0565E, 33009C0565E, 33009C0735E, and 33009C0755E dated February 20, 2008, are declared to be part of the Town of Orford Floodplain Development Ordinance and are hereby incorporated by reference.”

Renee T. confirmed that this selectboard resolution updated the ordinance but didn’t need to be brought before the town for a vote. This was from the 2024 floodplain ordinance that had previously been on the website. The board confirmed the 2024 ordinance would be put back on the website. Charlie S. passed out copies of the suggested edits from OPD for the ordinance. The board felt they should review the suggested edits and discuss at next month’s meeting.

Other business: Kelley M. updated the board on last month’s approved lot line adjustment, as no new deeds have been made. Renee T. made the applicants aware of this in the notice of decision.

-Review any invoices/mail: None

Respectfully submitted, Caleb Day, Orford Planning Board Secretary.

Tentative Meeting Agenda for October 13, 2026, 5:30 PM Town Offices

- **Review Waiver Request draft form**
- **Floodplain Ordinance**
- **Personal Wireless Service Facility Ordinance**

Rick U. made a motion to adjourn the meeting at 7:10 PM. Kelley M. seconded. All in favor.