



# Woodstock Planning Board

## Meeting Minutes

July 10, 2023 at 6:00 PM

Woodstock Town Office Building, 165 Lost River Road

**Board Roll Call:** Lee Freeman, Kathryn Cordeiro, Margaret LaBarge, Christina Payne, Bonnie Ham-Chair. Scott Rice arrived after roll call. Absent: Dianne Tardif

**Alternates:** Jerry Miserandino, Igor Bily

**Secretary:** Cathy Riley

**Public:** Rex Caulder, Nicole Tewksbury, Jim Chesebrough

**Zoom Attendees:** None

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### Call to Order

Bonnie called the meeting to order at 6:00 pm

**Roll Call Attendance:** After the roll call attendance, Bonnie asked for a motion to appoint Jerry and Igor as alternate board members for this meeting.

*Lee made that motion, Kathryn seconded, and the vote was affirmative.*

After the vote, Scott arrived so Igor was removed from the voting board for this meeting.

### Approval of Minutes:

March 13, 2023- *Jerry made the motion to approve, Scott seconded the motion.*

*Roll call vote: - Yes: Margaret, Scott, Bonnie, Jerry. Abstained: Lee, Kathryn, Christina. The motion passed.*

June 12, 2023- *Scott made the motion to approve, Margaret seconded the motion.*

*Roll call vote: All voted yes. The motion passed.*

### Selectmen's Report:

Scott had short updates on the salt shed. Scott also added that paving will be done on the road to Ice Castles, in which Ice Castles will be paying for. Scott also mentioned the joint meeting with Lincoln on June 27<sup>th</sup>.

**Correspondence Received:** There were 2 Wetland permits submitted for review.

The Caulder/Devine estates was discussed. The application was submitted to the state and accepted. It was brought before the board for acknowledgement of receipt and review by the Planning Board.

Bonnie wanted to bring up a concern in the wording that she read that referred to a current permit, which there is none. She stated that the last permit was under Walter Devine.

Bonnie stated that she was concerned about the "expansion of existing sand/gravel pit" wording.

Lee asked if Mr. Caulder would like to clarify, since he was in attendance.

Mr. Caulder stated that since they didn't need it was an Alteration of Terrain permit from the State of NH. He added that they don't need an "Intent to Excavate" gravel pit permit since they are just altering the terrain and have an "Alteration of Terrain" permit, and it was incidental gravel so Planning Board approval is not needed. He stated that the incidental gravel is reported for tax purposes only to the state. When asked exactly was "incidental" by Lee, Mr.

Caulder responded that they just need to report on the material taken out only. Mr. Caulder stated that all permits are in place at the site.

In regards to the Jack O'Lantern dam repair, Bonnie noted that the documents on the dam was provided as info only.

**Correspondence Received:**

Bonnie noted the NH DOT Bridge project for info only.

Bonnie stated that there was a letter from the North Country Council notifying the board that there was a request from a citizen to do a Traffic Count study of Woodstock.

The board agreed that they need more information such as cost and reason. The board feels that the person should directly go to the Planning Board or Select Board to request it. No action was done until more information is received.

**Any other Business:**

Regarding the Tower approval, the Board had received the requested Vertex Tower information within the seven days. All agreed that was good to go.

Bonnie gave an update on the Master Plan Subcommittee informal public forum held downtown on June 28<sup>th</sup>. Bonnie stated that mostly downtown people attended, but others were also there. Minutes are available for that meeting. She added that some of the topics related to downtown were trash cans, public restrooms, speed limits, sidewalks, crosswalks, parking limits and more. Christina will be taking all that information and put together into a Master Plan rough draft and see what information we have.

Natural resources and the Pemi River should be included in the plan. One of the topics that came up was looking into zoning. Perhaps a two-zone plan for downtown, and then the rest.

When asked by Lee what the reason for the zoning might be, Bonnie replied that it would maybe to what could be done with downtown. Lee felt it was more about precinct then zoning.

The zoning would be very minimalistic and look at the rest of the town also. The site plan process would be easier with zoning. Downtown is a unique area with more concerns.

Lee feels because of the past pushback about zoning, he feels that "precinct" would be a better term and give a different tax structure for downtown.

*Jerry made a motion to table the subject until a later time. Lee seconded the motion, all agreed.*

Minutes and videos have been updated on the website and will be kept up to date by Cathy. Bonnie wanted to address the Subdivision Regulations that Margaret has been working on for some time, and nearly ready to bring forward to a Planning Board vote. Will send a copy to everyone, and ready to look at before the August meeting. It has been looked at by Legal, but a few other things to look and review.

Margaret stated that she had sent a document with comments on it for things to review at the next meeting.

Bonnie then brought up the FEMA rating system for Floodplain Insurance to reduce the rates for home owners.

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Margaret filled in the new members that for the rate reduction, there is a Community Rating System. By completing certain actions and relaying them to a regional FEMA appointed coordinator, they look at what is in place and evaluated steps done and give points towards reduction in rates. A level 7 would be a 15% reduction in rates. Only 5 towns in NH have applied for the rating system so far.

It was addressed that the Board would need to put a subcommittee together to start the steps to get the process started.

Lee wanted to bring up the "Rules of Order", and getting documentation to the Board at least 7 days before a meeting. A suggestion was made to set up a Google Drive.

Lee also wanted to bring up that the agenda should include the item "Non-Public Session" just in case it is needed, and as a regular item. Scott noted that normally it is only used for personnel issues or legal advice.

It was agreed that it will be added to the agenda in the future, and the Board will look at the Rules of Procedure and see what needs to be improved upon.

Bonnie asked the Board and the public attendees if there were any other comments.

Rex Caulder wanted some clarification about his submission and the seven days required, but he was assured that it was all good, the board just wants more time to look at documentations.

Rex had another question about the Zoning, and if a Zoning Board would be formed. The Board assured him that if it did happen, a Zoning Board would have to be created.

Nicole Tewksbury wanted to ask about the Master Plan online and whether it is something that needs to come before the townspeople before it adopted. The Board replies that there will be a Public Hearing with the Planning Board being the one to adopt it.

Jim Chesebrough who is on the Conservation Committee wanted to add that the Master Plan should include all parts of the town, not just downtown. He mentioned that the Pemi River is a major attraction to the town, and hopes that they will be reached out to for input for how to protect the river. He added that we need to be proactive for the protection of the river.

Bonnie suggested that a member of the Conservation Committee could be the Board Representative and be a part of the meetings, as a non-voting member.

Jim noted that they have some new faces on their committee, so they will look into.

Margaret added that it would be great to have someone from the committee to be a part of the Community Rating System project for the Floodplain.

Bonnie made a suggestion that the different Boards and entities get together at quarterly forum to discuss things and to know what each segment of town is doing and to talk and compare ideas.

**Adjournment:**

*Lee made the motion to adjourn at 6:45 pm, Jerry seconded the motion and all were in agreement.*