

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

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## Minutes Workshop October 17, 2022

A meeting of the Planning Board was held on Monday, October 17, 2022 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH. This meeting was broadcast live over HCTV 17.

**PRESENT:** Robert Weimar (Chairman), Steve Morse (Ex-Officio), Mike Hanides, Ryan Gray, Kim Colbert, DJ Howard (alternate), and Lewis Eaton (alternate).

Chairman Weimar announced that alternates DJ Howard and Lewis Eaton would be voting in place of members Randy Clark and Bob Vilella. Steve Morse would be sitting in place of Sean Murphy.

### 1. Master Plan – public hearing for adoption

Jenn Rowden from Rockingham Planning Commission (RPC) presented the final version of the Master Plan to the board and audience. J. Rowden gave a history of the MP updates for the Town. J. Rowden explained that the MP is a document that can be used to guide decisions for the Town as well as the legal basis to adopt zoning ordinances. J. Rowden provided a summary of the MP outreach and meetings to date. J. Rowden indicated that there was lots of feedback, the MP committee did a great job, and the town supported the effort.

J. Rowden began her review of the MP with the vision statement and indicated the last sentence “We will strive to keep Hampstead a vibrant community in which to live, work, worship, and play” was the umbrella statement. Jenn added that the MP documents going back to 2005 share the same essence as today's MP. J. Rowden commented that the MP is a strategic document.

Goal 1 is to encourage boards and committees to check in on the goals and actions of the Master Plan. Goal 2 is to preserve the community character. J. Rowden commented that the MP should be long range in nature; review the document routinely but think long term. Goal 3 is a broad environmental goal, there is more specific water protection in Goal 8. Goal 4 is about cost, balanced municipal services. Goal 5 is about recreation program and opportunities for all ages and stages. Goal 6 is to encourage commercial services that benefit residents. Goal 7 relates to housing, J. Rowden commented that Hampstead has always had a diverse housing supply.

Goal 8 is to advocate for clean water, this is an important goal for Hampstead, J. Rowden mentioned the Water Resource Committee and Stormwater Management Committee. Goal 9 has a transportation focus; most people do not want sidewalks but do want to walk or bike along roadways. J. Rowden stated Hampstead is unique since there are several State roads in town. Goal 10 is about the town character, folks like the old historic buildings in town and want to see them used and preserved.

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Goal 11 is to encourage civic engagement and keep it high. J. Rowden commented that Hampstead has a lot of volunteers, the town needs to bring new people into the fold. J. Rowden mentioned the library as a resource center.

J. Rowden stated that the MP should not be a static document, implementation of the action items should be the next step. The PB should check in regularly on the action items tasked to the board.

J. Rowden thanked the MP committee members. Chairman Weimar thanked Jenn for her work. Chairman Weimar stated he wants to encourage collaboration, the best way to work is to integrate the goals and objectives of each board and committee. Chairman Weimar stated his motto is GSD, Get Stuff Done, he added the conversation needs to be continued. Chairman Weimar would like a group formed by the BOS and have each board/committee to look at the common goals. Chairman Weimar commented that a lot of folks contributed to this document.

Chairman Weimar asked the PB for questions, comments, etc.

T. Lovell suggested that the town set a goal for each year and get the job done, if needed a warrant article each year can be added to the ballot.

K. Colbert commented that the formation of a Capital Improvement Committee would be the next step since the adoption of the Master Plan. Chairman Weimar agreed and stated the BOS and other departments will need to work together to develop a plan.

J. Rowden commented that a good number of goals are not money based, some definitely need funding but not all are tax based. DJ Howard mentioned that he, S. Murphy, and R. Clark did some preliminary work related to Capital Improvements.

Chairman Weimar mentioned that the school needs improvements and a Capital Improvement Plan could compare projects and assign priorities. R. Weimar commented that the town needs to be more forward thinking, the next undertaking will be to make a list of improvements.

S. Morse commented that the MP is a document stating what folks want and need, this gives boards, departments, committees a tool to use moving forward. S. Morse commented that the document should be looked at regularly.

Chairman Weimar stated he would like to establish a steering committee so there is a broader view among all town departments, boards, and committees.

**MOTION: M. Hanides made a motion to accept and adopt the 2022 Master Plan.**

**SECOND: K. Colbert**

**VOTE: 7-0**

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Chairman Weimar stated the next step is to bring the MP forward to the BOS and request the formation of a steering committee.

## 2. 2023 Budget Discussion

Chairman Weimar reviewed the 2023 budget with the board members. R. Weimar stated the principal change in the budget was a result of the position changing from part-time to full-time for the PB secretary. Chairman Weimar commented that D. Soucy does more than secretarial work for the board.

Chairman Weimar reviewed the line items and stated that a large majority of the items are covered by fees charged back to the applicant. Chairman Weimar reviewed the legal expense item and commented that PB is currently incurring legal costs for a current suit.

T. Lovell, Chairman of the Budget Committee stated he tries to avoid incurring legal expenses. T. Lovell indicated that he had compared Hampstead legal expenses with other towns and we look pretty good.

D. Soucy was asked to explain the map budget and commented that similar to the MP being under the charge of the PB, the PB is tasked with maintaining the town tax maps. Chairman Weimar continued to review line items and mentioned the training budget. D. Soucy commented that she was attending a free seminar in Seabrook Wednesday morning regarding housing in NH.

Chairman Weimar commented that the PB office needs a new computer this year. D. Soucy stated the computer in the office is from when Susan Hastings was secretary, over 7 years ago. S. Morse commented that other departments are in need of computers as well. L. Eaton commented that educators get major discounts on computers. S. Morse stated that T. Harrington is working on securing the best price.

M. Hanides asked about money for zoning recommendations. Chairman Weimar commented in theory they fall under engineering. DJ Howard commented that town council needs to review all zoning recommendations for legality.

All PB members present were in agreement with the budget.

## 3. Member Comments

DJ Howard asked about the current litigation. D. Soucy stated pending litigation could not be discussed and added the ZBA just received a decision on a case that was appealed to the HAB, once shared with that board she will share with PB members.

K. Colbert commented about landscape and architect regulations. D. Soucy asked if she could codify the recommendations. L. Eaton stated it was difficult to compare regulations from other towns with Hampstead, some towns have specific districts.

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Chairman Weimar stated the board needs to be more specific with requirements and may be stricter.

DJ Howard asked about the site walk at 24 Hazel Drive. D. Soucy stated the matter was continued to the 11/7/2022 public hearing. Chairman Weimar commented that he, B. Villella, and D. Soucy met with the applicant and the neighbor. Chairman Weimar felt there was a way to address the issues to everyone's satisfaction.

K. Colbert asked about the date for the public hearings related to Zoning proposals. D. Soucy stated typically the hearing is the first week of January. Chairman Weimar indicated the board should review the State legislation and agree if the current ordinances are ok or if changes are needed. D. Soucy commented that the legislation regarding work force housing may have little effect based on the current state of the economy. D. Soucy stated that the price of labor, lumber, land, etc. make it unlikely a project of workforce housing would be seen in Hampstead. B. Weimar commented that he is unsure of what incentives the State may offer.

K. Colbert asked the PB members to review the zoning and regulations and make a list of areas that may require amendment. DJ Howard commented that the Subdivision and Site Plan Regulations can be updated any time of year versus Zoning which can only be done via a warrant article.

S. Morse commented that the BOS will be developing a voter guide this year and will be working with the Communication Committee to distribute the information.

## 4. Review Minutes (10/3/2022 Public Hearing)

**MOTION: L. Eaton made a motion to accept the minutes from the 10/3/2022 public hearing as presented.**

**SECOND: M. Hanides**

**VOTE: 6-0-1 (S. Morse abstained)**

## 5. Correspondence

DRAFT 10/5/2022 ZBA Minutes – Chairman Weimar asked that the board review the minutes.

## 6. Adjourn

**MOTION: R. Gray made a motion to adjourn at 8:15 PM**

**SECOND: L. Eaton**

**VOTE: 7-0**

Minutes prepared by Debbie Soucy, Secretary