

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

Minutes Workshop April 17, 2023

A meeting of the Planning Board was held on Monday, April 17, 2023 at the Hampstead Town Hall, 11 Main Street, Hampstead, NH.

PRESENT: Robert Weimar (Chairman), Randy Clark, Lewis Eaton, Kim Colbert, Mike Hanides, Matt Johnson, Alan Davis, and alternate Susan Hastings.

1. New Members and Old Members summarize their background and expertise

Chairman Weimar asked the board members to speak to their respective professional backgrounds and areas of expertise.

Chairman Weimar has a background as a civil engineer, has worked at water treatment plants, has hazardous waste experience, he has also done solid waste work, sewer upgrades and the like. B. Weimar has also volunteered in town on the budget committee, water resource committee, as well as the planning board.

M. Hanides has served on the board for three years and was recently elected to serve another three years. M. Hanides has lived in Hampstead for over 30 years and works as an engineer at an electronics company.

K. Colbert works in the healthcare field and has lived in town since 1990. K. Colbert has served on various boards and committees in town, most notably the Recreation Committee.

S. Hastings commented that her family has been involved with town politics and NH State law her entire life. S. Hastings stated she has been with the board since 1972 and has decades of experience. S. Hastings stated she also has interest with conservation matters. S. Hastings served on the volunteer Fire Department along with her husband for over 40 years. S. Hastings informed the group that she is also the longest serving member on Rockingham Planning Commission (RPC).

L. Eaton stated he has lived in town for eight years. Prior to starting the vineyard L. Eaton worked in heavy highway construction for 17 years, mainly working on bridges. L. Eaton stated he has served as President of the NH Wine Association and has presented many educational seminars on growing vines. L. Eaton is the newest member on the BOS.

D. Soucy started her career with Prudential and worked in the healthcare industry for 20 years in various positions. After children, D. Soucy went back to work as an instructor for a healthcare program and eventually became the Program Director. After obtaining her Masters Degree D. Soucy changed careers to work for the Town in the PB office.

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R. Clark has an electrical engineering background and worked for MKS Instruments. R. Clark has lived in town for over 40 years and was a volunteer on the HFD. R. Clark provided the board with a history of how the Zoning Ordinances were developed in town after the State put in Route 111. The townspeople needed to address the current buildings in town such as schools, churches, mobile homes, etc. as well as address the future growth opportunities of the town.

M. Johnson stated his family has been in town since 2012 and he originally served as a ZBA member in town for 6 years. M. Johnson stated that he then served on the Recreation Commission for 6 years as well. M. Johnson is an attorney by trade and does a lot of work with condominium associations and real estate law.

Davis has lived in NH for over 40 years, he had worked for a utility company for over 45 years. A. Davis stated he did work within the community of Boston. A. Davis also has worked as a radio host. A. Davis also serves as one of the Town's RPC representatives.

2. Discussion of Planning Board Goals and Objectives for 2023

Chairman Weimar stated that along with the board's legislative responsibilities he would like to establish definitive goals for 2023. Chairman Weimar would like to develop a more focused set of activities and look at ways to improve processes. Chairman Weimar stated that education of board members should be part of the ongoing goals.

S. Hastings stated that workforce housing should be a topic of focus. R. Clark reminded the board that the Town's Zoning Ordinance provides many opportunities for a variety of housing. R. Clark also stated that Hampstead does not have public water, public sewer, public transportation, or an urban downtown, all things that are essential to a successful workforce housing project.

3. Review of Standard Procedures and Protocols

- a. Application Processes
 - i. Initial Application Review
 - ii. Basis of Acceptance for review by PB
 - iii. Primary PB Approval process
 - iv. Approval Criteria
 - v. Continuance Basis and Process
 - vi. Approval/Denial Documentation

D. Soucy explained the application process and the submission checklist. D. Soucy added that she cannot reject an application as incomplete, only the board itself has that authority. As previously explained by Keach, the checklist is only a list and the quality of the information submitted needs to be reviewed by Keach via his review letter to the board with recommendations.

R. Clark gave further explanation of PB processes. R. Clark also spoke about the importance of meeting minutes as part of the certified record. R. Clark emphasized the

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importance of the board making decisions based on facts and that those findings of fact need to be verbalized and expressed during the public hearing as to be part of the certified record.

Board members expressed concern over continuance requests and R. Clark stated he did not see the harm in granting requests. Chairman Weimar commented that he likes to have the consultant express what they are working on in a public forum.

4. Planning Board Activities for 2023

- a. Master Plan Steering Committee
- b. Capital Improvement Plan
- c. Subdivision/Site Plan Regulation Revisions
- d. Zoning Ordinance Revisions
- e. Workforce Housing Strategies
- f. Review of Proposed Legislative Actions

Chairman Weimar stated he is hoping to have the first meeting of the MP Steering Committee in early May. D. Soucy was asked to provide administrative services for the committee and act as secretary.

Chairman Weimar suggested the board members review the current regulations and zoning ordinance to address any areas that may need modification. M. Hanides mentioned the buffer provisions and voiced frustration over builders who clear cut trees ahead of application submission.

5. Member Comments

6. Review Minutes (4/3/2023 Public Hearing)

MOTION: R. Clark made a motion to approve the minutes of the 4/3/2023 public hearing as presented.

SECOND: L. Eaton

VOTE: 7-0

7. Correspondence – None

8. Adjourn

MOTION: R. Clark made a motion to adjourn at 9:15 PM

SECOND: M. Johnson

VOTE: 7-0

Minutes prepared by Debbie Soucy, Secretary