

Temple Planning Board
Approved Minutes, Tuesday March 15, 2022
7:00 pm, Temple Town Hall Annex
2022/03/15 TPB Minutes

Present: Bruce Kullgren, Jr., Vice Chair; Keith Charlton, Secretary (by Zoom) Murray Collette; Alan Fox; Brian Kullgren; Christine Robidoux; George Willard, ex-officio Select Board; Rev. Olivia Holmes, Clerk

Also present: Nicole Concordia, immediate past President; Ken Caisse, Select Board

The meeting was called to order at 7:00pm.

On behalf of the entire Board, Bruce offered thanks to Nicole for her excellent work on the Board over the past 3 years, and as Chair this past year.

Election of Officers

Bruce nominated Christine as Chair. Keith seconded the nomination, which was approved by unanimous roll call vote.

Christine nominated Bruce as Vice Chair. Murray seconded the nomination, which was approved by unanimous roll call vote.

Keith nominated Murray as Secretary. Bruce seconded the nomination, which was approved by unanimous roll call vote.

Approval of Draft Minutes of 3/1/22 Meeting

George moved approval of the minutes as amended. The motion was seconded by Bruce, and carried by unanimous roll call vote.

Invitation for Comments from the Audience

Age related projects. Nicole reported there is money available through SWRPC for the board to request a Municipal Technical Assistance Grant (MTAG grant), with a matching component, meaning the Select Board would need to be involved. SWRPC did a full review for Temple in 2012; and they sent it to Nicole. Nicole will forward contact information for Lisa at Southwest to Keith. The match required of the town is 15% of the total cost. There is a line item in the budget for the Master Plan, and that money could be applied to this if desired.

Nicole also reported that the NHMA clarified that if a lot line change on town property is only a use issue, the Planning Board would not be involved. In this case, however, the lot line is involved, so the Planning Board will have to go through the process. Nicole and Christine both contacted Tim Fiske of the Temple Land Use Committee, so he is aware.

Ivy Vann is willing to talk to the TPB about the bill that she sponsored that just passed (regarding 4-unit housing).

Old Business

1. Affordable Housing Committee – PB Specific Discussion
2. Community Advisory Committee Updates (Christine/Keith)

- a. Affordable Housing

Charrette Application: If the grant is approved, the town has 3 months to alert the town that it will happen. Christine circulated an NHHFA mini-grant application to fund the Charrette. The River Center has offered to come to discuss a presentation they could make in preparation for the Charrette. It was suggested at Town Meeting that the Charrette should include the question of moving the highway department away from the town center.

The Board members generally agreed it would be a good idea for the TPB to work with the CAC on affordable housing. (Brian abstained.)

The CAC is still planning for the Charrette to happen in the fall.

There is a question as to how the town would manage having affordable housing built on town land without becoming a real estate organization.

- b. Streaming Update

EastWest has submitted a complete proposal for good/better/best options. The proposal covers Town Hall and the Annex, and is roughly \$63,000. The funding would come from the ARPA money, with enough left over to cover some of their other recommendations. The proposal does not include upstairs in Town Hall. There is a projector included in the proposal which could be used for purposes in addition to meetings.

3. Master Plan Natural Resources Inventory (ConCom), as needed

Christine confirmed there is money in the budget for this, which the TPB could use for other purposes. Murray will follow up with Sean Radcliffe of the ConCom.

4. Rules of Procedure (Christine)

Christine sent an update to Board members after the last meeting. Bruce recommended approving the existing Rules of Procedure language to move forward to a hearing. Brian seconded the motion, which was approved by unanimous roll call vote. Christine will circulate a clean copy and post the hearing notice.

5. Site Plan & Subdivision Regulations incl Rainfall Event & Third-Party Inspections (Keith)

Keith will follow up with Lisa Murphy at SWRP and will present next steps at the next meeting.

6. Town Lot Line Adjustment Procedure (Keith)

Tax map 2B has an incorrect update. Correct policy is that the town should revert to the 2017 map. Tax map 8A also has some potential errors in lot line adjustments, and Keith is exploring what to do about that. Keith is drafting a process for tax map updating. Christine will work on updating with Keith. Keith will ask Carole if she could help. Ken and George offered no objections to asking for her help.

Tax maps currently go directly to Carole, and it's not her responsibility to approve them; so Keith is working on developing an intermediate step for Board approval.

Christine will schedule a hearing for the town lot lines of lot 2B-75-1 & 2B-75-2 for the next meeting. She will provide the Notice of Hearing.

New Business

1. 2022-2023 Priorities (in no particular order)

Affordable Housing

Master plan update

Natural resources inventory

Murray will check with the ConCom on the two separate natural resources sections of the master plan.

Town Office filing project

Site plan and subdivisions

Bruce commented the goal is to come up with a new application. Keith wants to send the draft he has created to Lisa Murphy at Southwest. Russ Huntley is a surveyor and experienced in town planning boards and had some concerns about combining the two forms. Keith and the board generally agreed it would be helpful to invite him to share his views with the Board.

ADUs

Perhaps have discussions about ADUs, bring some people in to talk about the wisdom of easing the ADU requirements; possibly hold a forum. Possibly off-grid housing could be combined with ADU requirements. Even tiny houses would have to have a foundation and septic system under current zoning requirements. Brian and Bruce will spearhead the effort to review requirements.

Flood Insurance Program

FEMA does have Ken Caisse's contact information, and he is waiting to hear from them on updating the FHA maps.

Christine suggested willingness to go through town annual reports to try to collect dates for all historical ordinance changes.

Bruce suggested having a 3-ring binder with all TPB documents in it. Carole could print the documents at the town office. Bruce will discuss with Carole.

2. Age Focus Project & MTAG Grant: See Nicole's comments above.
3. Posting needed for zoning amendment. Someone has to give the amendment language to Carole and Carol. Christine will do (Dark Sky Ordinance).
4. Discuss the appointment of TPB alternates. There was some discussion about the advisability of appointing an alternate/alternates to the Planning Board; they are not elected by town residents, yet it could be helpful to have an alternate or alternates in a difficult application where members are abutters.
5. Christine will let Carole know the board will meet in the Annex except when holding hearings. Olivia will ask Dan to set up mics for April 5.

George moved and Brian seconded a motion to adjourn. The motion carried by unanimous roll call vote.

The meeting was adjourned at 8:30pm.

Next meeting: Tuesday, April 5, 2022, 7 pm, Temple Town Hall (not the Annex)

Respectfully submitted by Rev. Olivia Holmes, Clerk

Attachments: NHHFA Mini-Grant Application
(New Hampshire Housing Finance Authority)