

**Board Members Present:** Vice Chair Andy Kohlhofer, Ex Officio Roger Barham, Member Jack Karcz

**Also Present:** Madeleine DiIunno, Rockingham Planning Commission; Administrative Assistant Leanne Miner

**I. WELCOME**

Mr. Kohlhofer opened the meeting at 7:07 PM.

**II. MINUTES**

Since there was no quorum of the Board, meeting minutes for November 16, 2022 were tabled.

**III. NEW BUSINESS**

1. **003-037-003 request for Extension** – Materials were distributed to members present regarding a request to extend approvals from 2021. Since there was no quorum, no action was taken.
2. **Zoning Ordinance Updates for 2023** – The public hearing for amendments to the Fremont Zoning Ordinance was noticed for tonight. Draft amendments and comments received from the public and Town Counsel were distributed. Since there was no quorum, no action was taken. The public hearing was recessed until the next regular meeting of the Planning Board on December 21, 2022.

**IV. CONTINUED BUSINESS** – None to discuss.

**V. ADMINISTRATION, OTHER**

1. **Circuit Rider Business** – The second subcommittee meeting for updating the Transportation Chapter of the Town's Master Plan convened earlier in the evening. Goals were reviewed and discussed. The next meeting to review this chapter will be during the regular scheduled January 18, 2023 Planning Board meeting/work session.
2. **Incoming Correspondence and Project Updates** No actions taken.
3. **Administration** –
  - a. **Budget 2023** – Ms. Miner provided an update on the budget. She still anticipates a final number under budget of approximately \$11,000 due to changes in RPC contract billing procedures. It was recommended that the costs for boundary markers be encumbered upon obtaining a formal quote.
  - b. **Capital Improvement Program (CIP)** – The subcommittee is scheduled to meet January 4, 2023 just prior to the Planning Board and Budget Committee meets.

**VI. ADJOURNMENT**

The meeting ended at 730PM

Respectfully submitted,



**Leanne Miner**  
**Land Use Administrative Assistant**