

Board Members Present: Chairman Paul Powers, Vice Chairman Andy Kohlhofer, Ex Officio Roger Barham, and Members Jack Karcz and Alternate Member/Administrative Assistant Leanne Miner present in the basement meeting room.

Also Present: Jennifer Rowden of Rockingham County Planning Commission (RPC)

I. WELCOME

Mr. Powers opened the meeting at 7:02 PM.

The Board appointed Ms. Miner as a voting member for Mr. Lavelle.

II. MINUTES

Mr. Karcz made a motion to approve meeting minutes for July 21, 2021, as written. Mr. Kohlhofer seconded the motion. The motion passed 4-0.

Mr. Barham arrived at 7:05PM.

III. NEW BUSINESS

1. Public Hearing: Amendment to the Land Use Chapter of the Town's Master Plan

Ms. Rowden reviewed the updates made to the Land Use Chapter including data and information from the Vision Survey. The biggest update included the 5 recommendations on page 7 and the development of an Implementation Plan which included several action items.

Ms. Miner stated that Public Notice was made as follows:

Notice was made in the Manchester Union Leader. Also the Town's Website Home Page carried the notice included with reference to documents on Planning Board page. Ms. Miner mentioned that the RSA's have changed allowing notices to be made on the Town's Website for hearings to approve such items as Town Regulations and Master Plan amendments.

Department Comments – There were no department comments.

Conservation Commission – No comments received. Feedback was very positive.

Mr. Kohlhofer opened the public hearing for Amendment to Land Use Chapter of the Town's Master Plan. Mr. Karcz seconded the motion which passed 5-0.

No public comments were received, and no public was in attendance.

Mr. Kohlhofer closed the public hearing for Amendment to Land Use Chapter of the Town's Master Plan. Mr. Karcz seconded the motion which passed 5-0.

Mr. Kohlhofer made a motion to adopt the Amendment to the Land Use Chapter of the Master Plan as amended. Mr. Karcz seconded the motion which passed 5-0.

IV. CONTINUED BUSINESS

All current excavation permits have been mailed out with minor balances of less than \$100 for surety owed for the new year.

V. ADMINISTRATION, OTHER

1. Circuit Rider Business - Review scope for 2021 Master Plan Updates
 - a. Master Plan Recreation Chapter – The scope of the Recreation chapter is a lot of meetings and planning. This chapter is estimated at \$4,000 which was approved.
 - b. Master Plan –Natural Resources Chapter – This chapter is estimated at \$3,000. This proposal is part of the scope from RPC to incur the funds this year for the Natural Resources Chapter as the Recreation Chapter has already been approved. If approved budget would be at 67% spent at 71% through the year.
Mr. Barham motioned to approve and move forward with the contract with RPC for a total of \$7,000 to be paid for in 2021 and execution in 2021 and early 2022. Mr. Karcz seconded the motion which passed 5-0.
 - c. CIP Coordination – Covered under Circuit Rider Contract.
 - d. Ms. Miner stated that Scott Bogle of RPC will be at the library August 19 at 7:00 pm for an information event hosted by Parks and Recreation and give a presentation on the Age Friendly Communities in the region.
 - e. Mr. Barham stated that there is concern with Merrill Excavation located on the east side of Beede Hill Road, with the State and Town of Fremont that when they are exiting and turning south (right) onto Beede Hill Road they are not making the turn tight enough such that their wheels are going off the paved roadway and potentially causing damage. There was some discussion with the Select Board of widening the road, but the problem is with the width and radius of the access road, because of this there is a need for improvement of the entrance. The Select Board would like to refer this to the Planning Board. Ms. Rowden stated that if the problem were with their entrance, they would need an amended site plan. There was discussion about what options there were to address this. Ms. Miner has spoken with Gary Merrill who stated that it may have been a new driver and this would be addressed. They also stated they would like to improve their line of sight, but it is a state road.
2. Incoming Correspondence and Project Updates –
 - a. 002-020 South Road Age-Restricted Development – No updates.
 - b. 003-002 Governors Forest – Phase 3 Sharon's Way has been paved. Jeff Quirk, Senior Field Engineer of Keach Nordstrom Associates was pleased with the work done by Sanborn. They will be back in a few weeks to complete.
 - c. 001-012 Cell Tower – No updates
3. 2022 Budget – Total requested for 2022 was discussed. Ms. Miner stated that 5 chapters in the Master Plan have been completed in the last 2 years. There was discussion on updating the Transportation and Housing Chapters in the Master Plan next. As the town is working on getting the town roads updated this would make sense. Concerning housing they will receive a lot of information from the 2020 census, Ms. Rowden mentioned that RPC received state funding for a study on the housing needs to see what percentage of fair share affordable housing is available in each town. This study should be available early next summer. This would leave about 4 chapters to complete the update to the Master Plan.

There was some discussion about the Shirkin Commercial District in Fremont, it was stated that Galloway nearing final approval with DES. Ms. Rowden mentioned doing a cost benefit analysis to study tax impact for the town.

The Board discussed the MS-4 that may need to be implemented starting in 2023, this would increase the budget by about \$5,000 per year over 5 years. The Stormwater management plan has been worked on in preparation for this permit being required.

Mr. Barham made a motion to recommend to the Select Board a line item 4191 Planning Zoning \$51,218. Mr. Karcz seconded, and the motion passed 5-0.

4. Other Department News – Saturday September 11, 2021, Bio Blitz
5. Ms. Miner presented a Forward to the Natural Resource Inventory for comment which didn't need a vote to finalize this document.
6. Ms. Rowden gave a quick overview of the 2020 Census, Fremont was the fastest growing in the RPC region by 10.6%, the population is 4,739 which is a growth of 456 in 10 years.
7. There was a brief discussion about Epping looking at putting a 300-unit housing development with minimum 10% fair housing in the development.

VI. ADJOURNMENT

Mr. Karcz made a motion to adjourn the meeting at 8:18 PM. Mr. Kohlhofer seconded the motion. The motion passed 5-0.

Respectfully submitted,


Kathy Clement