

Pembroke Planning Board
Meeting Minutes
April 11, 2023
Approved May 9, 2023

MEMBERS PRESENT: Brian Seaworth, Chairman; Robert Bourque, Vice Chairman; Rick Frederickson, Selectmen's Rep; Kathy Cruson, Brent Edmonds, Kevin Foss, Clint Hanson

ALTERNATES PRESENT: Bryan Christiansen

STAFF PRESENT: Carolyn Cronin, Town Planner; Susan Gifford Recording Secretary

Chairman Seaworth called the meeting to order at 6:30 pm. Seven members and one alternate member were present.

New Business

1. Election of Officers – Planning Board

Chairman Seaworth opened nominations for Chairman at 6:35 p.m.

Vice Chairman Bourque nominated Brian Seaworth as Chairman for the coming year.

Selectmen's Rep Frederickson seconded.

With only one name on the ballot, Member Hanson cast a single vote for Brian Seaworth as Chairman and motioned to close nominations. Vice Chairman Bourque seconded.

Chairman Seaworth thanked the members for their support. If anyone has thoughts about serving as Chair in the future, Chairman Seaworth is happy to share information about the role.

Chairman Seaworth opened nominations for Vice Chairman at 6:37 p.m.

Member Edmonds nominated Bob Bourque as Vice Chairman for the coming year.

Chairman Seaworth seconded.

With only one name on the ballot, Member Hanson cast a single vote for Bob Bourque as Vice Chairman and motioned to close nominations. Member Cruson seconded. Bob Bourque thanked members for their support.

2. Committee Representatives

Planner Cronin provided a list of committees the Planning Board needs to have a seat on, and the current representative. If anyone would like to continue on the same committee, or has some interest in a new committee, please speak up. Chairman Seaworth explained that there are five town committees that the Planning Board sends a representative to serve. He would like to go down the list, name a representative and take a single vote after discussion.

CIP – Kevin Foss

Central NH Regional Planning - Kathy Cruson

Conservation Commission – Brent Edmonds

Roads Committee – Brian Seaworth

Technical Review Committee – Bob Bourque

Discussion: Member Cruson offered to be an alternate Conservation Commission representative when needed.

MOTION: Vice Chairman Bourque moved to approve the Planning Board committee representatives as discussed. Member Hanson seconded.

VOTE: B. Seaworth – Y C. Hanson – Y K. Foss - Y
B. Edmonds - Y R. Bourque – Y K. Cruson-Y
R. Frederickson - Y

MOTION TO APPROVE PLANNING BOARD COMMITTEE REPRESENTATIVES AS LISTED PASSED ON A 7-0 VOTE.

3. Recommendation to Appoint Stanley Brehm to CNHRPC

Planner Cronin clarified that each member town of a certain size is allocated two representatives to Central NH Regional Planning Commission (CNHRPC). A representative does not need to be a member of the Planning Board. The process is that the Planning Board recommends a person's appointment to the Board of Selectmen, who make the appointment.

MOTION: Vice Chairman Bourque moved to recommend that the Board of Selectmen appoint Stanley Brehm as the second Pembroke representative to the CNHRPC. Member Hanson seconded.

VOTE: B. Seaworth – Y C. Hanson – Y K. Foss - Y
B. Edmonds - Y R. Bourque – Y K. Cruson-Y
R. Frederickson - Y

MOTION TO RECOMMEND STANLEY BREHM BE APPOINTED AS SECOND CENTRAL NH REGIONAL PLANNING COMMISSION REPRESENTATIVE FOR PEMBROKE PASSED ON A 7-0 VOTE.

Minutes

March 28, 2023

MOTION: Vice Chairman Bourque moved to approve the March 28, 2023 minutes as presented. Member Hanson seconded.

VOTE: B. Seaworth – Y R. Frederickson- Y K. Foss - Y
B. Edmonds - Y B. Bourque - Y K. Cruson - Y
C. Hanson - Y

MOTION TO APPROVE MARCH 28, 2023 MINUTES AS PRESENTED PASSED ON A 7-0 VOTE.

Miscellaneous

1. Correspondence - none
2. Committee Reports – CNHRPC – Member Cruson reported that Central NH Regional Planning Commission discussed shortage of housing in NH, particularly attainable housing that person earning \$100,000 or less can afford. People are not moving from apartments to homes, which makes homes on the market more expensive. There is also a lack of elderly/disabled housing that are one story design. Population is not expected to increase over the next ten years. Chairman Seaworth noted that the population is stagnant. There are more deaths, less births, and still there is a housing shortage. Vice Chairman Bourque would like the Planning Board to schedule a future work session to discuss tiny houses, Accessory Dwellings, and other housing options. Member Cruson noted that CNHRPC has a Tiny House presentation it can provide to towns upon request. Member Foss asked if the impact on the state housing crunch

from the growth of short term rental Air BnB's has been discussed. Member Cruson stated that this was not discussed during CNHRPC meetings.

Planner Cronin noted that town ordinances typically govern short term rentals. This is a new trend mainly in NH tourist destinations – Portsmouth, Conway, and the Lakes area. Vice Chairman Bourque noted that during the pandemic, some remote workers from NY, MA and ME moved to New Hampshire. The majority settled in southern NH. There is not adequate housing for young people in NH. Lastly Member Cruson reported that because McKee Square has received different funding, Pembroke's Glass Street project has moved up in priority in the NHDOT 10 Year Plan. Member Hanson noted that Dover, NH business has a program to build affordable housing and rent it out to their employees and their families. Vice Chairman Bourque noted that in the past, Amoskeag Industries built cottages for its workforce. Vice Chairman Bourque noted building developers are currently focusing on 350K to 500K new housing costs.

Chairman Seaworth stated that multi-family housing on single family lots is currently a topic of discussion at the State legislature. With multiple units, the cost per building goes down. Vice Chairman Bourque asked in an environment where everyone wants to add an Accessory Dwelling Unit to their single family home, would each of the multiple units be allowed to add an ADU? We could have four units on a lot with four accessory dwelling units. Chairman Seaworth suggested looking at language in state law. Member Hanson noted that one way to restrict development is to have a 600 to 1100 square foot maximum for units on a specified area, where builders give up development rights to the remainder of the lot. Member Cruson stated that Taylor Homes behind the church was intended to be elderly housing. Vice Chairman Bourque noted it would be worth having a dedicated work session on housing options before asking for a Central NH Regional Planning presentation on tiny homes. Planner Cronin will schedule alternate housing as an agenda item on a future work session.

Conservation Commission – Member Foss stated that Conservation Commission met last night. Bad weather cancelled monitoring day that was scheduled for April 1, 2023. Instead monitoring work was divided up among members. Member Cruson asked if Pembroke is hosting a hazardous waste collection day this year. Chairman Seaworth noted that DPW schedules a hazardous waste collection every two to three years. Member Foss stated September 30, 2023 is the scheduled date for this year.

Roads Committee – Chairman Seaworth reported that Roads Committee met last week. They discussed bids on 2023 projects. DPW Director reprioritized work to match bids. The gas company is ready to start work on Main Street. Electric poles are scheduled to be installed in four weeks.

Board of Selectmen – Selectmen's Rep Frederickson reported that the Board of Selectmen met April 5, 2023. They met with the audit firm to discuss the 2021 town report. The report commended the work of the Town Manager. An energy presentation will be held April 19. The Board had a discussion on Class VI Roads policy. The Board approved a large gathering request for September 16 to September

23, 2023. State of NH auction will be held May 20, 2023 at White Farm on Clinton Street.

3. Other Business

- A. 98 Sheep Davis Rd. plan update – Planner Cronin reported that on the John Deere property, while United Forestry was getting their plans together, they made some changes and outlined them in an email. They are changing the configuration of the rear building and moved it away from the existing building. They have removed some concrete and made stormwater changes. The Town Engineer reviewed the revised plans. Overall, there is less impact than the original plans. Chairman Seaworth clarified that the reason this item is on the agenda is that final plan has not been submitted and signed or recorded at the registry. Town staff can approve minor changes. To ensure that the most current plan is being recorded at the registry, Town Planner has asked for signatures on the revised plan.
- 4. Planner Items – Planner Cronin noted that for the second month in a row, no new applications have been submitted. Board consensus was to cancel the April 25, 2023 business meeting.
- 5. Board Member Items – Vice Chairman Bourque asked if the Board could send a letter to Bruce Kudrick, Chair, ZBA asking them to consider zoning changes the Zoning Board of Adjustment would like to see. This would allow them to prepare for a joint meeting with the Planning Board in August or September to work on proposed zoning ordinance changes for 2024 Town Meeting. Town Planner will do so.
- 6. Audience Items - none

MOTION: Vice Chairman Bourque moved to adjourn the meeting. Seconded by Member Hanson. Without objection the meeting was adjourned at 7:10 p.m.

Respectfully submitted, Susan Gifford, Recording Secretary