



Planning Department  
P.O. Box 360 – 1 Main Street  
Brookline, NH 03033

Thursday, Sept 7, 2023  
Town Hall Meeting Room  
Meeting Minutes

**Present:** Eric Bernstein, Co-chair  
Alan Rosenberg, Co-chair  
Chris Duncan, Member  
Scott Grenier, Member  
Eric Pauer, Alternate (Virtually)  
Ed Perry, Selectboard Alternate

**Absent:** Steve Russo, Selectboard Representative

**Staff:** Michele Decoteau, Town Planner

**Attendees:** George Holt (Aires Engineering)

## 1. Call to Order

## 2. Minutes and review mail

Mail – Noted

Minutes of 08.17.23

### **A. Rosenberg MOVED to approve the minutes of August 17, 2023, as written. S. Grenier SECONDED.**

All in favor (3 -ayes, 0 – nays, 1 – abstain (E. Paurer)). Motion carried.

E. Perry arrived.

## 3. Hydrogeological Report – George Holt

G. Holt (Aries Engineering) reviewed the project and provided a set of maps for the Planning Board to review. The goal was to determine where there is water in town and determine ways to protect what water we do have. With the prediction of warmer, wetter and more episodic weather, it is important to protect resources including wetland resources.

The Board had a few questions about some of the symbols.

G. Holt suggested that a “windshield” survey be performed periodically in the aquifer protection district to make sure properties were in compliance. This could include a friendly notification to people with best practices in the aquifer protection district with a follow up inspection.

G. Holt and the Board discussed ways water availability could drive lot size so water supply can

support growth.

G. Holt said that GIS is a good tool to use

1. Allows lots of data to be viewed
2. Can be added to tax maps
3. Can link directly with assessor

G. Holt discussed agricultural protections. He said a goal could be a water supply overlay district

1. Could use a conditional approval of subdivisions
2. This would be codified minimum thresholds

G. Holt said that the data collected could be used to protect specific resources including for a drought management plan, locations for community wells, and locations for denser housing. This also could lead to a Stormwater Management Ordinance. G. Holt offered to provide some examples.

The Board had specific requests:

1. List of lots in within the best recharge area
2. List of map/lots for community wells
3. List of map/lots with reclamation sites
4. List of map/lots with potential hazardous waste

E. Perry left the meeting.

#### **4. Regulations and Ordinance**

##### Review list of Ordinance to be updated

The Board reviewed the list of Ordinance to be updated and noted that a few had been removed from 2023 and moved to next year.

##### Review Section F: Fire Protection Regulations

The Board reviewed the changes that the Fire Chief and Fire Inspector made to Section F: Fire Protection. The Board asked that the NFPA standards be cited and any Brookline specific sections be added so that there is less likely to be a time when the NFPA standards change and the Regulations lag behind.

#### **5. Fee Schedule**

##### Review and Set date for Public Hearing

The Board made a few changes and will set the Public Hearing at the next meeting.

#### **6. Budget and Impact Fees**

##### Review for 2023

The Board reviewed the Impact Fee Ordinance and Regulations including the fee schedule. Brookline is missing opportunities and the Board thought that updating the Ordinance and Regulations should happen together. An outside consultant was discussed and M. Decoteau

shared some rates from different consultants. The Board wanted to get input on tiered impact fees.

#### Budget for update 2024

M. Decoteau shared the numbers through August and a very preliminary budget for 2024.

### **7. Sub Committee Updates**

#### Short Term Rental Ordinance Subcommittee

C. Duncan shared that the subcommittee has been very productive. They have been working on some definitions and a hot list of key components that each person wants to see. The subcommittee is focused on producing a short and sweet ordinance that could be revised in the future.

#### Master Plan Steering Committee

S. Grenier shared that the survey is out and the committee has dates for the in person and virtual forums. Please fill out the survey if you have not yet done so.

#### CIP

A. Rosenberg shared that the CIP Committee is about ready to meet and needs a few more pieces of information. He said they needed updated bond payments and M. Decoteau said she'd ask.

#### EDC

The Economic Development Committee was rechartered by the Selectboard and members will be appointed soon.

### **8. Other Business**

#### Staff Update

M. Decoteau asked the Board for an annual review. She will provide a self review and the Board can provide feedback. She suggested October and the Board agreed.

### **9. Non-Public Session re RSA 91-A :3 II (I) Legal**

**9:38 PM**

**Motion to enter Nonpublic Session was made by A. Rosenberg, seconded by C. Duncan for RSA 91-A:3, II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.**

Roll call vote:

Alan Rosenberg - yes

Eric Bernstein - yes

Chris Duncan - yes

Scott Grenier – yes. All in favor (4 -yes, 0 – no, 0 – abstain). Motion carried.

**Motion to leave nonpublic session, seal the minutes to retain privilege, and return to public session by A. Rosenberg and seconded by C. Duncan.**

Roll call vote:

Alan Rosenberg - yes

Eric Bernstein - yes

Chris Duncan - yes

Scott Grenier – yes. All in favor (4 -yes, 0 – no, 0 – abstain). Motion carried.

**10:28 PM**

**10. Adjournment**

**A. Rosenberg MOVED to adjourn at 10:29 PM. C. Duncan SECONDED.**

All in favor (4 -ayes, 0 – nays, 0 – abstain). Motion carried.

Respectfully submitted by M. Decoteau

Approved on: 09.21.2023