



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

Thursday, January 4, 2024
Town Hall Meeting Room
Meeting Minutes

Present: Eric Bernstein, Co-chair
Alan Rosenberg, Co-chair
Chris Duncan, Member
Scott Grenier, Member (Virtually)
Steve Russo, Selectboard Representative
Eric Pauer, Alternate (Virtually)
Staff: Michele Decoteau, Town Planner

Attendees: Webb Scales, Peter Cook, Tom Solon

1. Call to Order

E. Bernstein opened the meeting at 7:16 PM and read the hybrid meeting rules. S. Grenier was attending virtually due to health concerns. He could hear and be heard.

2. Minutes & Mail

Mail – noted

12.21.2023 Nonpublic Meeting Minutes

A. Rosenberg MOVED to approve the Planning Board Meeting minutes of the nonpublic session of Thursday, December 21, 2023, as written. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier - yes

S. Russo – abstain. Motion carried (4 – yes, 0 - no, 1 – abstain).

12.21.2023 Public Meeting Minutes

Section 7 – add the time the Board entered Nonpublic Session

A. Rosenberg MOVED to approve the minutes from Thursday, 12.21.23 with the amended time. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes
S. Grenier - yes
S. Russo – abstain. Motion carried (4 – yes, 0 - no, 1 – abstain).

3. Ordinance Public Hearings

7:21 PM

E. Bernstein read the public hearing notice.

A. Rosenberg MOVED to open the Public Hearings. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes
C. Duncan – yes
E. Bernstein – yes
S. Grenier - yes
S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

Section 2450 – Short Term Rental Ordinance

The Board asked to delete the letters before the definitions to make this format like other Ordinances. Add the words “If outdoor burning...” before “Renters must obtain daily...” to make it clear this means an outdoor fire pit.

Public Comments

P. Webb said no ordinance is perfect or covers every possibility.

The Board decided that the additional words were minor and clarifying in nature.

C. Duncan MOVED to recommend to the Selectboard to put the proposed addition of Section 2450 on the 2024 Town Warrant. A. Rosenberg SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes
C. Duncan – yes
E. Bernstein – yes
S. Grenier - yes
S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

Section 800/900 – Nonconforming Uses, Lots, and Structures

The Board discussed the changes that W. Scales suggested. He suggested that the second part of the Intent be deleted as it is redundant. The Board agreed.

The Board discussed the inclusion of the septic requirements. The ZBA can’t provide relief from that requirement. The Board decided to retain the reference and move the words without change, to above the Special Exception criteria in each section.

A. Rosenberg MOVED to continue the hearing to January 18, 2024, at 7:00 PM. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier - yes

S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

Section 1200 – Floodplain Ordinance

A. Rosenberg said in the Voter's guide should note the change of maps and that these changes will help homeowners get the lowest flood insurance rates. S. Russo asked where the maps were located. M. Decoteau said that maps are all available online and Scott Butcher might have the paper copies at Town Hall. The online maps are the most up-to-date.

The Board agreed to delete the word “procedure” from 1203.01.

C. Duncan MOVED to recommend to the Selectboard to put the proposed changes to Section 1200 on the 2024 Town Warrant. A. Rosenberg SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier - yes

S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

Section 2100 – Impact Fees

The Board added “Per RSA 674:21. V(d).” instead of the last sentence under 2106.02 Assessment. The Board added the standard Appeals (See Section 2500) language instead of the current Appeals Section 2107. This will keep all the appeal processes in one place.

A. Rosenberg MOVED to continue the hearing to January 18, 2024, at 7:00 PM. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier - yes

S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

A. Rosenberg MOVED to close the Public Hearing for the posted Ordinance changes. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier - yes

S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

W. Scales and P. Cook asked about making changes to Section 2600 since the ZBA will be elected starting this year. The Board agreed to add this to the list of Ordinance for review in 2024.

4. Master Plan

Review Vision Draft

The Board reviewed the draft provided by NRPC and the Board added some comments for the next draft.

5. Subcommittee Updates

CIP - A. Rosenberg said that the Brookline School Board wanted to meet to review the CIP for the schools.

Volunteers - The Board asked M. Decoteau to thank the volunteers who worked on the Master Plan Steering Committee and STR Ordinance Subcommittee. They requested both letters and a note on the website.

6. New Business

Annual Report – The Board reviewed the Annual Report draft and requested the addition of a paragraph on the hydrogeological report with a note on the funding from ARPA and updates to the CIP section.

Voter's Guide – M. Decoteau asked P. Webb to assist with crafting a voter's guide for 2024.

7. Adjournment

S. Russo MOVED to adjourn the meeting at 10:18 PM. C. Duncan SECONDED.

Discussion: None

Roll call vote:

A. Rosenberg – yes

C. Duncan – yes

E. Bernstein – yes

S. Grenier - yes

S. Russo – yes. Motion carried (5 – yes, 0 - no, 0 – abstain).

Respectfully submitted by M. Decoteau

Approved on: 01.18.2024