



**TOWN OF  
BROOKLINE, NEW HAMPSHIRE  
PLANNING BOARD**

**P.O. BOX 360 – 1 Main Street  
BROOKLINE, NH 03033-0360**

Telephone (603) 673-8855  
Fax (603) 673-8136

[kristen@brookline.nh.us](mailto:kristen@brookline.nh.us)   [valerie@brookline.nh.us](mailto:valerie@brookline.nh.us)  
<http://www.brookline.nh.us>

**PLANNING BOARD MEETING  
Minutes  
January 5, 2012**

**Present:** Alan Rosenberg, Co-Chair (voting)  
Dana MacAllister, Co-Chair (voting)  
Richard Randlett, Member (voting)  
Ron Pelletier, Member (voting)  
Valérie Maurer, Town Planner

**Absent:** Darrell Philpot, Selectmen's Representative, Judy Cook, Alternate, and Kevin Gorgoglione, Alternate.

**7:00 PM- Meeting start**

**Minutes**

Richard made a motion to approve the Planning Board minutes of December 15, 2011. Ron Seconded. Vote yes 4-0.

**Master Plan Update**

**Jill Longval** from NRPC was in attendance to review three chapters they have been working on for the Brookline Master Plan. The Board reviewed the Executive Summary, Implementation, and Natural Hazards chapters with Jill. They all agreed they like the formats. The Board suggested a few updates and corrections. Jill will go back and update the information with Camille Pattison (NRPC). **Jill** said the last chapter is the Demographic for which NRPC has been waiting for the census information to complete it. As of yesterday they have the information needed and will finish that chapter. **Jill** said she will have all the chapters ready for the February 2<sup>nd</sup> Planning Board meeting for the Board to review and discuss any final changes if needed. **Valérie** asked that they add the names of the Master Plan Committee Members that worked so hard on this project in the final version of the Master Plan. Jill and the Board agreed.

**Calendar of Events**

**Alan** said they should have a workshop to discuss buffers only. **Valérie** said she has researched this and there is nothing that states the buffer is a non-disturbance and you can not cut trees; it a building setback. She will gather all the information she has found and get it to the Board to review before the workshop. **Dana** asked if they should hold a workshop during the day so they can include Paul (Building Inspector/ Code Enforcement Officer) in the discussion and get his feedback as well. **Alan** asked that Valérie includes on the calendar for next year any recommendations that come out of the Master Plan for the Board's review. **Dana** suggested adding a date for sign Ordinance workshop also. He has information from the International Zoning Codes that he thinks will be helpful to review.

**Dana** also suggested they discuss working on a study to see if Brookline meets the affordable housing requirement for Workforce Housing. If they do they will not need to accept more Workforce Housing plans.

### **Survey for Transparency Committee**

**Alan** asked what the outcome was from the Board of Selectmen about the survey that the Transparency Committee sent out to be filled out by the Boards and Committees. **Valérie** said she hasn't heard anything from the Board of Selectmen but has sent Lynne Abt (Transparency Committee Member) an email describing what the Planning Board has on file and that the only people that have requested to review a file are direct abutters. Not only do we not have the equipment to scan the large plans into the system to put on the website; she also doesn't see the need of putting the entire files on the website, mostly because of their size. All information is available at the Town Hall to review; anyone can come in to review the files. She also can email / fax information to residents who cannot go to the Town Hall during the day. **Valérie** will forward the Planning Board her email response she sent to Lynne. **Valérie** said they have to keep hard copies of the plans and files forever anyway. **Ron** said all you have to do is go to the town hall and request to look at a file and you can review the documents. **Valérie** said absolutely anyone can come into look at a file.

**Alan** said the Capital Improvement Plans, Zoning Ordinances, Subdivision Regulations, Design Guidelines, Master Plan, Minutes, Agendas, etc. are on the website; you have to search for everything but it is there.

### **Volunteer Fair**

**Dana** said they are in need of volunteers for Alternates on the Planning Board and they should put something in the Brookliner asking for anyone who is interested. **Alan** said all Boards and committees are in need of volunteers so if we put an ad in the paper it should include all open positions for all Boards. **Valérie** suggested holding a meeting/forum on a Saturday for instance to discuss with the public what the Planning Board has been doing and what is on the list of things to do. Other Boards and Committee could take part of such forum as well. **Alan** said that holding a volunteer fair is a great idea. We should ask all the Boards and Committees if they would like to be involved and make it open for anyone who is interested in volunteering for any of the Boards or Committees in Town. **Ron** said they should also involve the Board of Selectmen. They will have an opening every year. **Alan** said he will email the Board of Selectmen on Friday and will contact all Boards and Committees. **Ron** said this will be a good way to start the Economic Development Group back up.

**Richard made a motion to adjourn at 8:25 pm. Ron Seconded. Vote yes 4-0.**

**Alan Rosenberg, Co-Chair** \_\_\_\_\_

**Dana MacAllister, Co-Chair** \_\_\_\_\_

**Richard Randlett, Member** \_\_\_\_\_

**Ron Pelletier, Member** \_\_\_\_\_

**The next Regular Planning Board meeting will be 1/19/2012.  
Minutes submitted by Kristen Austin.**