

**CANDIA PLANNING BOARD
MEETING MINUTES OF November 16th, 2022
APPROVED MINUTES**

PB Members Present: Rudy Cartier, Chair; Mark Chalbeck, V-Chair; Josh Pouliot; Judi Lindsey; Scott Komisarek; Kevin Coughlin, Alt.;

Tim D'Arcy, Alt.

PB Members Absent: ; Brien Brock, BOS Rep; Joyce Bedard Mike Santa, Alt.

*Rudy Cartier, Chair called the PB meeting to order at approximately 7:00PM, followed immediately by the Pledge of Allegiance

New Business:

- CIP Update with Nate Miller from Southern NH Regional Planning Commission (See Attachment)

Nate Miller: Embarking on the update of the CIP. Looking through the current CIP, which was last updated in 2020. Current CIP has a ten-year horizon. The law says you must have a minimum of a six-year horizon.

R. Cartier: What the board is looking for is a really solid CIP with a lot of data behind it. Requiring only occasional mild tweaks.

M. Chalbeck: If the state has money, we have a shovel ready plan.

Nate Miller: You define what a CIP is. The current CIP defines a capital improvement as meeting the following definition:

Costs at least \$5,000, has a useful lifespan of at least 5 years, is not an operating expense. I would recommend adding two additional items: a non-recurring expense and any project that requires bond financing. A non-recurring expense has a lot of overlap with an operating expense. The third thing as I was looking through, you establish a certain category of priority. We would help you set up a handful of criteria and then have a scoring system for each of you, distinguishing the level of urgency for each project. Evaluate and score – 0-10 for each of those criteria. The CIP is a planning document. It is not a commitment.

Discussion transpired about the input form. Needs more detail, more information required so that it makes it easier to discern where to place/rate items on the plan. Improve the narrative justification. Put something into it about alternative solutions.

Al Hall, Adams Road: Trustee of the public library is one of the few in the state that is a private/public library. In order for them to obtain operation money from the town, they have designated one of the many trustees, elected by the townspeople. They have their own private budget. 99-year lease for the land where the library is located. Private library open to the general public.

Nate Miller: He will come back on the 7th of December with an updated form, scoring methodology, project priority methodology, etc. A CIP should be a comprehensive look at what the town needs. Solicitating input in the beginning of the year next year. There are some big-ticket items on the current CIP. The CIP lays the ground for the calculation of impact fees.

Old Business:

- Case #22-004 (Major Site Plan) (Public Hearing continued): Applicant: 23 Main Street, LLC, 14 Main Street, Candia, NH 03034; Owner(s): 23 Main Street Candia, LLC, 14 Main Street, Candia, NH 03034; Property Location: 23 Main Street, Candia, NH 03034; Map 409 Lot 91. Intent: MAJOR Site Plan for a 29-unit Elderly Housing Development. ***Further proceedings on this application are stayed pursuant to Superior Court Order dated August 5, 2022.***
- Approval of Minutes, 10.19.22, 11.2.22
- 10.19.22 Minutes: J. Pouliot: **Motion** to accept minutes as presented. J. Lindsey: **Seconded.** All were in favor. **Motion passed.**
- 11.2.22 Minutes: J. Lindsey: **Motion** to accept the minutes as amended. K. Coughlin: **Seconded.** S. Komisarek abstains. All were in favor. **Motion passed.**
-

Other Business:

- 2023 proposed budget:
Discussion about the most recent Board of Selectmen Meeting. They put a motion on the table to support reinstating that money back in the Planning Board Budget. Budget Meeting is December 6th. J. Pouliot reiterated that the decision to cut the Planning Board budget every year feels political and targeted. M. Chalbeck suggested that there should be a liaison from the Budget Committee on each board. Tim D'Arcy suggested that our budgetary justification moving forward should mention that it is necessary in order to be in compliance with state law.
- Town Planning / Zoning Ordinances: Discussion about proposed warrant article. Changing verbiage to match the rest of the town's vernacular. Defining hardship. Maximum density. Radial. Impact Fees.
State requirements requiring the same criteria that is in place for elderly housing be in place for workforce housing. Workforce housing cannot be more restrictive than elderly housing. Discussion about vernacular contained within the new proposed workforce housing criteria. Decision was made to reach out to NHMA/Town Counsel for input/advice about the best wording for a particular section of the ordinance. It was suggested that legal determination might be required regarding using the best verbiage. In regard to architectural design, it was suggested to be left as is. Landscaping. Minimum tract size requirement. Maximum density. Maximum of 35 feet high. Lighting. Recreational space.

Motion to adjourn: J. Pouliot **Seconded:** J. Lindsey All were in favor. **Motion passed.**

Adjourn: 9:51PM

Respectfully submitted,

Amy M. Spencer

Land Use Coordinator

cc: file