

**Effingham Planning Board
Work Session Minutes
September 21, 2023**

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Members Present: George Bull (chair); Elaine Chick; Bridget Perry (seated for Gary Jewell); Nate Williams; Grace Fuller; Chris Seamans (Selectmen's Representative).

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Members Absent: Gary Jewell; Paul Potter; Linda Edwards (alternate); Michael Cahalane (alternate)

Others Present: One member of the public.

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Meeting called to order at 6:35 pm. Quorum present.

Chair Bull advised those present of the agenda for this meeting:

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1. **Review of Minutes**

Minutes of September 7, 2023

- **Motion** by Gace Fuller to accept the minutes as amended. Seconded by Chris Seamans. All in favor, passed.

Minutes of the September 14, 2023, Special meeting

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- **Motion** by Gace Fuller to accept the minutes as amended. Seconded by Nate Williams. All in favor, passed.

2. **Planning Board Budget**

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- PB Budget is due by 9/28/23 Chair will be requesting a one-week extension.
- Mr. Bull will notify the BoS and Budget Committee that the Planning Board will be discussing the budget during the October 5, 2023, PB meeting and will provide a 2024 PB budget after that meeting.

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3. **PB received a packet addressed to the Land Use Office-** Ossipee Lake Alliance, McPherson and Bartoswicz, appealed the PB decision to the Superior court and to the ZBA.

- Documents were left for the Planning Board but should have gone to the ZBA.
- Chair Bull notified Attorney Boldt, Attorney Serge, Attorney Johnson, and Nate Fogg. Nate Fogg will communicate with the ZBA.

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4. **Filing PB documents in the Modular**

- Barbara Savage offered to do more filing if the PB would like her to do some of that work.
- Further discussion to follow.

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5. **Discussion regarding To Do List**

- Chair Bull brought up the To Do List that is included at the end of the minutes as a reminder for future discussion.

These minutes are considered draft until approved by the board at the next regularly scheduled meeting. Corrections will be incorporated into the finalized version of the minutes posted on the Town's website.

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- Mr.Bull was contacted by the ZEO asking if the board had discussed these topics in the meeting. He explained they are To Do Items listed as a reminder.
- To avoid further confusion this section of the minutes will now be separated by a line and state the **Following is for Planning Board Use Only**

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6. **Notice of Decision-** Gardella Lot Line Adjustment and Conservation Open Space Subdivision.

- PB discussed the content of Finding of Fact for the NOD for the Gardella Lot Line Adjustment and Conservation Open Space Subdivision.
- Beginning with the initial consultation on 9/19/22 and ending with Recording at Registry of Deeds.

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Motion to adjourn by Elaine Chick. Seconded by Grace Fuller. All in favor. Motion passed.

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Meeting adjourned at 8:05 PM

Minutes prepared by Elaine Chick

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The following is for Planning Board Use Only.

To Do List:

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- *Discussion around Minute taker and funding*
- *Update Subdivision Regulations*
- *Add Dates to applications and forms.*
- *Home Occupation/Cottage Industry Checklist Application*
- *Major/Minor Site plan review*
- *Accessory Dwelling Unit Conditional use permit*
- *Clarify Contiguous land.*
- *Document submission at minimum 5 days prior to meeting/hearing*
- *Template for NOD*

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