

**TOWN OF NEW DURHAM  
PLANNING BOARD MEETING  
April 18, 2023, 7:00PM  
New Durham Town Hall, New Durham, NH 03855**

**PRESENT**

Bob Craycraft, Planning Board Member  
Marc DeCoff, Board of Selectmen  
Scott Drummey, Planning Board Member  
Anne Ross-Raymond, Planning Board Member – via Zoom about 7:20pm

Jeff Allard, Planning Board Chair – excused absence

**ALSO PRESENT**

Susan Stillwell, Land Use Assistant  
David Bickford, resident  
Courtney Grugnale, Housing Navigator

**CALL TO ORDER**

Mr. Craycraft called the meeting to order at 7:03PM.

Introductions were made by the Board members present.

**Election of Officers**

The Board agreed to table this until more members are present.

**AGENDA REVIEW**

No changes were made.

**PUBLIC INPUT**

David Bickford, a resident, asked why the Blackden subdivision on Old Bay Road isn't in the assessor's database. It was completed last Fall. He also noted that the RSA that created the Planning Board as shown on the Town website needs to be corrected. He passed out the correction.

Mr. Bickford also noted that the CIP Committee is an advisory committee that originated in the Planning Board and has lost contact in that the Report no longer comes to the Planning Board for approval and/or amendment; the Report goes straight to the BOS instead. The CIP Report should go to the Planning Board, and the Planning Board may accept it 'as is' or make its own report with what amendments it sees as necessary.

Mr. Bickford suggested the Planning Board take a more active role in planning to build a new Public Safety Complex.

**Presentation by Courtney Grugnale, Housing Navigator**

- a. Community Engagement Update*
- b. Informant Interviews Update*
- c. Planning Subcommittee Charter Update*

Ms. Grugnale stated she is planning a community event for June or July; she stated there is going to be a Housing Academy Training tomorrow that will give some ideas for topics for the community event. She stated she is planning to complete the informant interviews in the next couple weeks, noting it is a good way to get an idea of what individuals in the community are thinking and suggested it may be a good aspect to include in the subcommittee charter. Mr. Drummey explained a grant was received for the academy training that is put on by UNH.

Ms. Grugnale stated the final reviews are being done for the Master Plan grant and expects the application to be ready for submission by Friday.

**Mail & Correspondence**

None.

**Finalize 2023 Version of Zoning Ordinance**

Mr. Drummey stated he is almost done going through making the approved changes to the Zoning Ordinance. The Board reviewed and discussed the edits.

**APPROVAL OF MINUTES**

February 7, 2023 – Postponed. **Mr. DeCoff motioned to postpone approval to the next meeting. Mr. Drummey seconded the motion. Motion passed, 3-0-0.**

Ms. Ross joined the meeting at 7:45PM via zoom.

April 4, 2023- Edits were made. **Mr. DeCoff motioned to approve the minutes as amended. Mr. Drummey seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-aye. Motion passed, 4-0-0.**

**New/Old/Other Business**

**Review and Sign Rose Marie Leinberry Notice of Decision**

The Board reviewed and signed the Notice of Decision.

**Review - Nadeau Plat**

Vice Chair Craycraft stated the Board approved the plat earlier in the year but needs to be signed off on by the Board. The Board reviewed the plat and approval to confirm all conditions were met. Vice Chair Craycraft noted there is no documentation showing the covenant filing was

done with the Strafford Registry of Deeds and suggested they hold off on signing until that item is complete.

### **UNH Stormwater Center Presentation**

Vice Chair Craycraft stated he is working on setting up this discussion and the date is to be determined.

### **Election of Officers**

**Mr. Drummey nominated Jeff Allard to continue as chair of the Planning Board. Ms. Ross seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-aye. Motion passed, 4-0-0.**

**Mr. DeCoff nominated Bob Craycraft to continue as chair of the Planning Board. Mr. Drummey seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-abstain. Motion passed, 3-0-1.**

**Mr. DeCoff nominated Scott Drummey to continue as secretary of the Planning Board. Ms. Ross seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-aye. Motion passed, 4-0-0.**

**Mr. DeCoff nominated Scott Drummey to continue as secretary of the Planning Board. Ms. Ross seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-aye. Motion passed, 4-0-0.**

**Mr. DeCoff nominated Scott Drummey to be the Planning Board representative to the Capital Improvement Planning Committee. Ms. Ross seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-aye. Motion passed, 4-0-0.**

### **PUBLIC HEARING -#PB2023-002**

*Application submitted by T W. Varney, P.E., Varney Engineering, LLC, on behalf of Kenneth Lance for property located at 213 Middleton Road, Map 246 Lot 3.*

The applicant is requesting a Site Plan Review for the brewery to change the restaurant and brewery equipment locations.

Moved to May 2, 2023.

### **NEXT MEETING**

May 2, 2023, 7:00PM, New Durham Town Hall

**ADJOURN**

**Mr. DeCoff motioned to adjourn. Mr. Drummey seconded the motion. Roll Call Vote: Mr. Drummey – aye; Mr. DeCoff-aye; Ms. Ross -aye; Mr. Craycraft-aye. Motion passed, 4-0-0.**

The meeting was adjourned at 8:24PM.

Respectfully Submitted,

*Jennifer Riel*

Jennifer Riel, Recording Secretary