



**Salisbury Planning Board  
Approved Meeting Minutes  
Public Meeting • Academy Hall  
October 2, 2023  
6:30 p.m.**

Joe Schmidl, Chair (2026)	Present	Loretta Razin, Member (2024)	Present
Jeff Blanchard, Vice-Chair (2025)	Present	William MacDuffie III, Member (2026)	Absent
John Herbert, Member, Ex-Officio (2026)	Present	David Hostetler, Alternate (2024)	Absent
Jeff Nangle, Alternate (2026)	Present*	Joe Landry, Alternate (2025)	Present
David Kelly, Alternate (2026)	Absent	April Rollins, Town Administrator	Present
Jim Hoyt, Alternate Ex-Officio (2024)	Absent	Jennifer King, Recording Secretary	Present

Several members of the public attended the meeting at Academy Hall. Resident Wayne Goulet attended via Zoom.

\*Jeff Nangle attended the meeting via Zoom.

Chair Joe Schmidl opened the meeting at Academy Hall at 6:30 p.m.

Chair Schmidl appointed alternate member Joe Landry to serve in place of Board member William MacDuffie III for this meeting.

**OLD BUSINESS**

Approval of Minutes

The Board reviewed the minutes of September 18, 2023.

John Herbert **motioned** that they approve the minutes as submitted.

Loretta Razin **seconded** the motion which passed successfully.

Public Hearing Continuance

A continuance was held for a 2-lot minor subdivision at Warner Road (Map 211, Lot 33). The parcel is owned by the Drown Family Revocable Trust of 2002.

Katherine Drown, Trustee. Property is located in the Agricultural Zoning District.

Land Surveyor Jacques Belanger presented the Board with an updated plan, demonstrating that the items noted as outstanding from the last meeting have been addressed and/or revised. The Board reviewed the outstanding items on their subdivision review checklist and determined them to be complete.

Public comment period was opened at 6:43 p.m.  
There were no comments from the public.  
Public comment period was closed at 6:43 p.m.

John Herbert **motioned** that they approve the completed application as presented.

Loretta Razin **seconded** the motion which passed successfully.

#### Building Permit Fee Increase

Building Inspector **Chuck Bodien** told the Board that Building Department fees haven't been addressed or revised in many years, and he definitely feels that an increase is overdue and necessary. He referenced the fee structures of Tilton and Boscawen for comparison. Salisbury is definitely on the low end of the range. He also noted that they are in the midst of a housing boom.

**TA Rollins** added that they should be earning revenue from such a boom. The increased fees can also cover administrative fees which are a cost currently borne by the taxpayers and they would like to make it more of a user-funded cost.

**Chair Schmidl** asked TA Rollins to develop a list of all the inspection fees charged by and costs of the building department so that they can review and revise them all. He wants to get a sense of what the town's cost is so that they can make sure they are increasing them sufficiently.

**Chuck Bodien** said that he doesn't want to complicate what they already have or add other fees, but increase and improve upon what they have.

#### Camping Regulations discussion

The Board asked for Chuck Bodien's opinion as their Building Inspector/Health Officer regarding revisions to the camping ordinance. Mr. Bodien's thoughts on this are that RVs and campers are not designed for wintertime use and he feels they should be limited from Memorial Day to Columbus Day. Chair Schmidl asked Building Inspector Bodien to review their draft and offer his opinion on what they have so far and highlight areas they might be missing.

#### Floodplain Development Regulations Amendments

**TA Rollins** presented the amendments to the Floodplain Development Regulations as presented by the Office of Planning & Development. She said that this will be presented via Warrant Article at Town Meeting after a Public Hearings. The Board reviewed the proposed changes and decided to schedule a Public Hearing.

John Herbert **motioned** that they accept the proposed changes to present to the public.

Vice-Chair Blanchard **seconded** the motion which passed successfully

The Public Hearing on these amendments will be held at the next meeting on October 23.

Subdivision Regulations

TA Rollins requested that the Planning Board add the Special Flood Hazard Areas language to the Subdivision Regulations. She recommends they update their application review checklist as well. They will also need to hold a Public Hearing for those changes as well.

2024 Planning Board Budget

TA Rollins presented a proposed budget for the Board's review. She noted that the supplies budget line item has increased.

Joe Landry **motioned** that they approve the budget as presented at \$1,600.

John Herbert **seconded** the motion which passed successfully.

Other Business

The next Planning Board meeting is scheduled for Monday, October 23rd at 6:30 p.m.

Adjournment

John Herbert **motioned** to adjourn the meeting.

Loretta Razin **seconded** the motion and the Board adjourned at 7:59 p.m.

**Respectfully Submitted,**  
**Jennifer L. King**  
**Recording Secretary**