

**Moultonborough Planning Board**  
**P.O. Box 139**  
**Moultonborough, NH 03254**

**Meeting Minutes**

**October 25, 2023**

Present: Members: Sandra Kelly, Peter Claypoole, Scott Bartlett, Norman Larson,  
Brendan Connolly, John Annaian, Kevin Quinlan (Selectmen's Representative)  
Alternate: Allen Hoch  
Staff Present: Dari Sassan, Town Planner; Bonnie L. Whitney, Administrative Assistant

- I. Call to Order:** Chairman Kelly called the meeting to order at 7:00 PM.
- II. Pledge of Allegiance:** The Pledge of Allegiance was recited, led by Ms. Kelly. The members and staff then introduced themselves to the public.
- III. Citizen's Forum** – None
- IV. Review/Approval of Minutes:**

**Motion:** Mr. Bartlett made the motion to approve the Planning Board Minutes of September 27, 2023, as written. Mr. Annaian Seconded. Motion carried with Ms. Kelly and Mr. Larson abstaining.

**V. New Submissions:**

1. Property Owners Assoc at Suissevale Inc. (129-95) (182 Castle Shore Road)  
Site Plan Review

Planner Sassan stated that this was a request for a site plan review for Property Owners Association at Suissevale, Inc. (POASI). It is a request to place a bathroom building to be located at the Association beach. As noted in the staff memo, this is a use that would generally require a special exception. As this is an existing use and the proposal does not represent enough of a change to require the applicant obtain an updated special exception from the zoning board. The project does require site plan review as it is greater than 500 square feet.

Mr. Sassan recommended to the board that first take a vote on whether or not the proposal presents a potential regional impact. He noted that there are three waiver requests that need to be addressed prior to voting on application completeness. He advised that the board take the waivers individually and if the board chooses, to allow public comment solely on each waiver.

**Motion:** Mr. Connolly made the motion that the Board determines that the Application of Property Owners Association at Suissevale, Inc. (POASI) does not present a potential for regional impact as defined in RSA 36:55. Mr. Bartlett Seconded. Motion carried unanimously.

M. Kelly moved onto the request for waivers as submitted by the Applicant and their effect on the completeness of the application. The first waiver requested was for Parking (Site Plan Review Section 10.3.2). The applicant's rationale that adequate parking will remain in place across the bridge from the beach.

Ms. Kelly questioned if members of the board had any comments or questions about the first waiver. There were none. She then opened the hearing for public comment specifically related to the waiver request to not provide specific information pursuant to Site Plan Review Section 10.3.2, associated with parking. There was no comment from the public.

Mr. Larson raised the question regarding the waiver process. While he was in favor of skipping over the waivers for the purpose of accepting the application, there may be some discussion about the adequacy of parking in general at the site. He did not think by its nature that this would drive that discussion given that the project is essentially a replacement for an existing use. There may be commentary that might drive backwards to that as the discussion moves on. Mr. Larson recommended accepting the application and consider the waiver during the discussion. He questioned if in accepting the waiver, does the board lose their right to talk about parking?

Planner Sassan asked that for the purpose of accepting this application, did Mr. Larson believe that it was acceptable for the applicant not to have submitted parking information pursuant to that submission requirement? And in doing so would parking then not become an element of discussion or they may need to continue the case? Mr. Sassan had provided suggested language for a motion to accept. He did not think it was a good idea for the board to accept the application without granting the waiver because the procedure is to submit everything or submit everything but the things you are seeking waivers for. You should get the waivers and then the board can accept the application. Mr. Sassan noted that it would be okay for the board to grant the waiver, but it does not mean that parking may not become an issue during the hearing.

**Motion:** Mr. Larson moved to grant the waiver request for parking (Site Plan Review Regulations Section 10.3.2) for the purpose of accepting the application only. Mr. Connolly Seconded. The Motion carried unanimously.

Ms. Kelly noted the second request for waiver was regarding stormwater management (Site Plan Review Section 10.3.11). Staff supports granting this waiver based upon the reality that beach areas are not suited for stormwater management applications and because sandy soils associated with beach areas provide for high infiltration and minimal erosion. Ms. Kelly questioned if members of the board had any comments or questions about the second waiver.

Mr. Hoch noted his concerns with the granting of this request. He stated that he had visited the site and without adding any runoff from the roof to exacerbate the runoff, there is already three breaches in the erosion silt socks that are on site. He feels that adding more runoff without having a management plan to address the water runoff would be an error.

Mr. Claypoole noted that he had a similar concern. He had not been to the site, but in reviewing the materials provided, the proximity to the water, it did raise some concerns.

Mr. Larson commented that there were no details for dealing with the additional runoff from the roof of the proposed structure. The pitch of the proposed structure will deliver more water closer to the lake shoreline than the existing configuration. He would like to see more details for a drip edge to be able to discuss some form of stormwater management.

Mr. Quinlan noted that he visited the site on October 11, 2023, and concurred with Mr. Hoch's comments regarding the breach of the silt socks.

Mr. Annaian commented that in reviewing the plans, the grade of the slope from the proposed floor elevation to the lake is approximately 510' down to 504', and in his opinion is a steep drop.

Ms. Kelly opened the hearing for public comment specifically related to the waiver request to not provide stormwater management information (Site Plan Review Section 10.3.11).

Tom Mullins, agent/member for POASI spoke to the silt fence. He noted it was installed approximately 8 months ago. Throughout the summer some of the fence was taken down for the summer for a fishing derby and for the kids to play. They have put that fence back, and some of the breeches may have been from the fence not being put back properly. Mr. Hoch commented that it appears that runoff has been going over the silt socks, one almost a trench.

Richard DeForge, agent/member for POASI spoke to the erosion controls. He stated they were installed to meet the regulations from NH DES for the shoreland permit. He commented that there was a tremendous amount of rain this year and acknowledged a couple of breeches. Mr. DeForge stated that the slope in that area is what has been there for as long as he has been in Suissevale.

**Motion:** Mr. Bartlett moved that the board deny the waiver request from Site Plan Review Section 11.3.11 to provide stormwater management information. Mr. Quinlan Seconded. The Motion carried unanimously.

Ms. Kelly noted the third request for waiver was regarding the requirement to provide a landscaping plan (Site Plan Review Section 11.3.1). Staff supports granting this waiver based upon the applicant's rationale that sufficient landscaping currently exists on the site and because the project represents a minimal change to a long existing beach area. Ms. Kelly questioned if members of the board had any comments or questions about the third waiver.

Mr. Connolly commented that in looking at the plan the landscape that currently exists is what it is, so long as the water is managed through stormwater management, he did not see the need for landscaping. Mr. Larson agreed with Mr. Connolly adding that it is an existing condition and recognized that generally the requirements for landscaping are related to the public good. The proposed building is located quite a distance from a public way, and therefore would be willing to grant that request.

Ms. Kelly opened the hearing for public comment specifically related to the waiver request to not provide a Landscape Plan (Site Plan Review Section 11.3.1). There was no public input regarding this waiver request.

**Motion:** Mr. Larson moved that the board grant the waiver request from Site Plan Regulation Section 11.3.1 to provide a Landscape Plan. Mr. Connolly Seconded. The Motion carried unanimously.

Planner Sassan stated that the Board should next vote on the Application completeness, adding that Staff recommends that the Board obtain stormwater information prior to the board determining that the application is complete. Based on comments from the board, that is enough of a substantive matter, that stormwater will be the center of discussion, such that it doesn't make sense to get into a conversation without that information.

Mr. Connolly commented that as a board historically they pay a lot of attention to much less sensitive areas with stormwater management, and he did not believe that this was a complete application without stormwater information.

Mr. Larson commented that in recognizing there were many people here this evening and that they may have a lot to say. It appears that all members feel that some form of stormwater management plan is necessary. Mr. Larson would like to hear from those present this evening, knowing that the applicant still

needs to provide that information at a continued hearing. Mr. Larson noted one challenge of the board is that they have 65 days to approve, conditionally approve, or deny the application. He noted if the applicant could agree to an extension of the 65-day time frame, the starting of the 65-days begins after the decision was made to accept the application as complete.

Mr. Sassan noted that the area to be disturbed is less than 20,000 square feet, therefore the full stormwater management plan (as identified in the zoning ordinance) will not be a requirement. The requirements of Site Plan Regulations Section 10.3.11 requires that drainage on all site plans shall be designed to adequately treat stormwater runoff for a 24-hour, 50-year storm event. This generally does require an engineer to provide this information. Given that there are limited meetings coming up in November, Mr. Larson's comments regarding the 65-day clock are pertinent.

A brief discussion ensued regarding the acceptance of the application with the denial of the waiver to provide stormwater information at this time, with the understanding that the board is not satisfied with the level of stormwater information that has been provided and that this information will be provided at a continued hearing.

**Motion:** Mr. Quinlan made the motion to accept the application for site plan review for Property Owners Association at Suissevale, Inc., as substantially complete, with the exception of the denial of the waiver requested for stormwater management (Site Plan Regulations Section 10.3.11) for the purposes of application acceptance. However, the Board may subsequently determine during the hearing that additional information is required, at which point the Board may continue the case until such time as necessary additional information is provided, and to schedule a hearing for this evening to be Hearing #3. Mr. Larson seconded. Motion carried unanimously.

2. Geoffrey Rendall (152-18) (53 Lady Slipper Lane)  
Subdivision Amendment

Planner Sassan stated that this was a request for an amendment to a 2011 subdivision approval to change what was proposed to be a shared driveway into two separate, individual driveways at the end of Lady Slipper Lane. He noted that the board had briefly discussed this at a prior meeting. As a result, the owner had filed an application for subdivision amendment.

Mr. Sassan suggested that the Board discuss and determine as to whether there is a Regional Impact or the potential of Regional Impact for the application. The Planner stated after his review of the Regional Impact Checklist, he believes there is no potential for Regional Impact or potential for Regional Impact.

**Motion:** Mr. Connolly made the motion that the Board determines that the Application of Geoffrey Rendall (152-18) does not have the potential for regional impact. Mr. Bartlett Seconded. Motion carried unanimously.

The Chair asked if there were any questions or comments from the Board as to the completeness of the application. Hearing none, she called for a motion.

**Motion:** Mr. Quinlan made the motion to accept the application of Geoffrey Rendall (152-18), and to schedule a hearing for this evening to be Hearing #2. Mr. Connolly Seconded. Motion carried unanimously.

3. Camp Tecumseh (212-1) (975 Moultonboro Neck Road)  
Site Plan Review

Planner Sassan stated that this was a request for a site plan amendment. He noted that the very same area within the property had recently obtained site plan approval for a structure which would present much greater impact. This application was only necessary because the previous approval had lapsed per Section 8.2 of the Site Plan Regulations (SPR).

Mr. Sassan suggested that the Board discuss and determine as to whether there is a Regional Impact or the potential of Regional Impact for the application. The Planner stated after his review of the Regional Impact Checklist, he believes there is no potential for Regional Impact or potential for Regional Impact.

**Motion:** Mr. Larson made the motion that the Board determines that the Application of Camp Tecumseh (212-1) does not have the potential for regional impact. Mr. Bartlett Seconded. Motion carried unanimously.

Mr. Sassan stated there was one request for a waiver for the Plan Sheet Size (SPR Section 10.2.1). Contingent upon granting of the necessary waiver, the application is in conformity with the Zoning Ordinance and Site Plan Review Regulations and may be accepted for the purposes of scheduling/holding a public hearing.

**Motion:** Mr. Quinlan moved to grant the waiver request for the Site Plan Sheet Size (Site Plan Review Regulations Section 10.2.1) given the size of the entire subject lot, and the strict conformity with the regulation would pose an unnecessary hardship to the applicant and would not be contrary to the spirit and intent of the regulations. Mr. Annaian Seconded. The Motion carried unanimously.

Mr. Sassan then spoke to the completeness of the application as noted in the Staff Memo. Noting with the granting of the waiver the application is substantively complete for the purposes of application acceptance and he recommended acceptance of the application for hearing this evening.

The Chair asked if there were any questions or comments from the Board as to the completeness of the application. Hearing none, she called for a motion.

**Motion:** Mr. Quinlan made the motion to accept the application of Camp Tecumseh (212-1) (975 Moultonboro Neck Road), and to schedule a hearing for this evening to be Hearing #3. Mr. Larson Seconded. Motion carried unanimously.

4. Greenleaf Tree Experts, Brain Huey (76-3) (822 Whittier Highway)  
Site Plan Review

Chairman Kelly noted the board was in receipt of an email from Craig Bailey, agent for Greenleaf Tree Experts. Mr. Bailey indicated that the Architectural plans for the project have not been completed for this evening's meeting. As Mr. Bailey has a conflict for the next meeting date, he has requested the hearing be continued to December 13, 2023.

**Motion:** Mr. Connolly made the motion to accept the request for continuance for Greenleaf Tree Experts (76-3) and to continue the application to December 13, 2023. Mr. Bartlett Seconded. Motion carried unanimously.

For clarity, Mr. Sassan stated that the vote to continue the hearing constitutes public notice and that the abutters would not be receiving additional certifications of the hearing.

**VI. Boundary Line Adjustments: – None**

## VII. Hearings:

### 1. Property Owners Assoc at Suissevale Inc. (129-95) (182 Castle Shore Road) Site Plan Review

Tom Mullins and Rich DeForge, both of whom are members of the Board of Directors for Property Owners at Suissevale Inc. (POASI) were present this evening representing the applicant. Mr. Mullins noted that he was one of the fourteen elected members of Suissevale's Board of Directors, adding that he has been the chairperson of the associations beach for the last twenty-five years.

Mr. Mullins and Mr. DeForge were here to present the application for site plan review for the beach bathroom project. The primary reason for the project is sanitation. For the last twenty-five years POASI has rented up to six porta-potties each summer for the use of their members. Due to the change in ownership and staff shortages of the rental company, they have had difficulties keeping the porta-potties clean. The POASI Board of Directors has put together a plan to maintain the cleanliness of the beach through this proposed facility.

The proposal is for the construction of a 24' x 26' permanent beach facility that will include 3 toilets for the women and 2 urinals and 1 toilet for the men. The front of the building that faces Castle Shores Road will have a 26' x 6' farmers porch. The entrance to the bathrooms will face the wooded area adjacent to the gazebo. Between the bathrooms and porch is a 26' x 6' storage area.

The bathrooms will be open from 6 AM to dusk every day from May 1<sup>st</sup> to Columbus Day. The door locks will be magnetic and controlled from a time clock located in the storage area. Down lighting on the porch and in the rear soffit will illuminate the building at night without being intrusive. There will be 24-hour CCD camera coverage for security at all times. There will be no change to parking, it will be in the existing parking lots.

The septic system is separated into two halves. The septic tank will be located adjacent to the bathrooms. The tank will separate and contain the waste. Utilizing a pump located in the tank, the liquids will be pumped 650' from the tank, underneath the existing bridge, to the leach field located off Castle Shores Road adjacent to the boat ramp.

Mr. Mullins provided members with a facsimile of what the building will look like. Mr. Mullins offered to answer any questions from the board.

Planner Sassan referred to his staff memo prepared October 19, 2023, the comments from the Fire and Police Chiefs received were as follows:

The Fire Department was unable to attend the TRC meeting that preceded this application, however Chief Bengston relayed the following questions:

1. Will the proposed building have electrical service?
2. Will it be heated?
3. What is the weight rating for the bridge?
4. Is there documentation by a NH licensed engineer attesting to the weight rating of the bridge?

Staff advises that the Board seek assurance that the applicant has satisfied the concerns of the Fire Department. Mr. Sassan noted that it was his understanding that the bridge is rated for 40 tons. The bridge has been looked at by an engineer, but not a NH licensed engineer.



Police Department:

The Police Department asked questions about lighting and security which the applicant has addressed in his narrative submission.

Planning Board members were provided with a copy of the email thread from both Chiefs.

Mr. Sassan noted that it is his understanding that this project has already been approved by the Suissevale Association and they've conducted their democratic process to get to this point with representation by the fourteen elected members of POASI.

Discussion ensued regarding the septic system. Concerns noted were if the pump line would be blown dry in the fall, the distance between the sewer pump line and the water line in the same ditch, and the possibility of a failure or rupture of the pump line.

Mr. Quinlan noted that POASI has received an amended Approval for Construction (eCA202212427-A) for the septic system that has been designed for unisex bathrooms with 195 people at 5gpd/person: total flow of 975gpd. A waiver was granted from Rule Env-Wq 1008 Section 04 Minimum Distances for the sleeved water line and sewer line to occupy the same ditch. There is a notation on the amended plant that states "sleeved community water line, and sleeved sewer pump line with 2/5' separation in same ditch". The pump line will be hung under the existing bridge and sleeved in 4" Sch 40 PVC (or equal). The proposal is for seasonal use only and the pump line will be drained and blown dry from the Access Manhole to the EDS with compressed air each fall.

Members asked how POASI would address the concerns of the Fire Chief regarding the weight rating for the bridge. It was the decision of the board to have POASI provide written documentation by a NH licensed engineer attesting to the weight taring of the bridge.

Mr. Larson noted his concerns with stormwater management. As noted in the acceptance of the application, a few of the members had visited the site and had observed 2 or 3 areas where the erosion silt socks had failed. Mr. Sassan commented that the area of disturbance was less than 20,200 sq. ft., it would not trigger Article 12 of the zoning ordinance. However, the applicant had requested a waiver of Section 10.3.11 of the site plan regulations that drainage on all site plans shall be designed to adequately treat stormwater runoff for a 24-hour, 50-year storm event. The board denied that request, therefore, the applicant will need to address stormwater.

Members questioned how electricity was going to be brought to the building. Mr. Mullins noted that there currently is power on the island and pointed out the location of the existing power line and where it would run to the proposed beach bathrooms.

The Chair opened the discussion for public input at this time.

Kevin Deberardinis – 7 Joanna Street. Mr. Deberardinis questioned the water consumption for the septic. Mr. Quinlan replied that the NH DES approval is for a flow rate of 975 gpd. Based on 195 people at 5gpd/person: total flow of 975gpd. This is stated on the NHDES Approval for Construction (eCA202212427-A). Also noted on that approval as D. OTHER CONDITIONS AND WAIVERS, #6 A. Rule Env-Wq 1008 Section 04 Minimum Distances.

Nancy Wright – 13 Oslo Street. Ms. Wright questioned the democratic vote taken by POASI, asking what was meant by that statement made earlier. Mr. Connolly replied that it was the Town's understanding and

the Boards understanding that this application was presented to them by an association, on association land and however that had been approved within the Suissevale Association the planning board was making that assumption based off the application submitted has been approved and voted on by POASI. There is nothing that the planning board can do regarding that aspect of it.

Mr. Quinlan read the following comment from Mr. Sassan's staff memo:

*The Property Owners Association of Suissevale, Inc. (POASI) is being represented by Mr. Tom Mullins who has attested that the decision to go forward with the project was made in accordance with the Association's bylaws. As such, the membership has already conducted its decision-making process. If for any reason anyone doubts the legitimacy of the Association's process, it is not for the Planning Board to sort that out.*

*Although Staff recommends that abutters and other impacted parties be permitted to speak during the public hearing, it is advised that the Board recognize the democratic decision-making process that has already taken place within the Association.*

Fred Whiting – 85 St. Gallen Street. Mr. Whiting noted his concern with possible leaks within the pump line. He noted that currently POASI has a leak detection system on their water. If there is an issue Lakes Region Water Company or a representative of Suissevale is noticed quickly. He recommended that the board or POASI look at this possibility. Mr. Mullins stated that there are no joints in the sewer pump line from the tank to the leach field. The pipe is rated for 165 PSI from the effluent tank to the leach field and the pump system only uses 15 PSI.

Hearing no further comments or questions from the public, the Chair closed the Public input portion of the Hearing at this time.

Mr. Sassan commented that the board had identified several outstanding items that the applicant would need to provide or address, suggesting the hearing be continued to a date certain.

Mr. Quinlan identified the following:

1. Documentation by a NH licensed engineer attesting to the weight rating of the bridge.
2. Notation confirming that the pump line will be drained and blown dry in the fall.
3. Pressure test the pump line prior to opening in the spring to verify any leaks or cracks that may happen during the winter from water settling somewhere.
4. Maintenance plan for both the opening and closing of the system.
5. Stormwater management information pursuant to Site Plan Review Section 10.3.11.
6. Confirm that both the site plan and the DES plan as approved match.
7. Notation of the DES approval number and waiver for the septic system to be added to the site plan.

**Motion:** Mr. Quinlan moved to continue the public hearing for Property Owners Association at Suissevale, Inc., (129-95) to December 13, 2023. Mr. Bartlett Seconded.

2. Geoffrey Rendall (152-18) (53 Lady Slipper Lane)  
Subdivision Amendment

Planner Sassan noted the Applicant requests an amendment to a 2011 subdivision approval to change what was proposed to be a shared driveway into two separate, individual driveways at the end of Lady Slipper Lane.



The Board has discussed this matter informally at a previous meeting. Mr. Bartlett asked fellow board members if the information provided satisfied the concerns they had noted during prior discussions. Members felt sufficient information had been provided with the exception of the placement of the second rain garden.

Mr. Sassan commented that it would be the expectation that when a building permit was submitted for a house, that staff would determine where the rain gardens should go. So long as two rain gardens for each of these two lots are appropriately situated and built to the specifications in the approved 2011 subdivision plan set, that would be the best. Mr. Sassan added that requiring a location now could be detrimental. The Land Use Office is well aware of the requirements for rain gardens in the development.

Chairman Kelly opened the hearing for public comment. Hearing none, she closed the public input portion of the public hearing.

There being no further questions or comments from the Board, the Chair closed the Public Hearing.

**Motion:** Mr. Bartlett moved to approve the subdivision amendment of Tax Map 152-18, with the following conditions:

Conditions precedent, to be completed prior to signature of final plans by the Planning Board Chairman:

1. Add the following plan notes/revisions prior to submission of final plan for Planning Board signature:
  - a. Add signature block for Planning Board approval.
  - b. Add signature block for owner and obtain owner's signature.
  - c. All conditions subsequent shall be added as plan notes.
  - d. Plan shall be reformatted as necessary to meet the recording requirements of the Carroll County Registry of Deeds.
  - e. Plan title shall be changed to identify that it is a subdivision amendment.
2. All required federal, state, and local approvals shall be obtained.
3. Conditions precedent to be completed by 10/25/2024.

Conditions subsequent, to be continually complied with:

4. Approved uses include single family residential use of lots.
5. Prior to issuance of a Certificate of Occupancy for any structure placed on Lot 152/18, two rain gardens shall be constructed and certified to meet the design standards specified on Sheet D4 of the August 5, 2010, amended subdivision plan set.
6. All conditions of previous subdivision approvals shall remain as requirements of the development, maintenance, and operation of the site unless expressly superseded by this approval.
7. All construction-phase and permanent drainage structures and stormwater management facilities shall be maintained to perform as represented and intended.
8. All representations made by the applicant and applicant's agents shall be incorporated as a condition of approval.

Mr. Connolly Seconded. Motion carried unanimously.

3. Camp Tecumseh (212-1) (975 Moultonboro Neck Road  
Site Plan Review

Planner Sassan stated that this was an application for the construction of tent platforms to be used for overnight campers. He added that the location of the proposed platforms was previously approved by the board through site plan review in December 2020 for a project (2,400 sq. ft. building) with a more

significant impact. That building was not constructed. If the applicant had applied for a building permit prior to the lapse in approval, they would not need to be before the Planning Board for this change as it would not have triggered the site plan review.

Ms. Kelly questioned if there was a wetland survey done for the 2020 application. Staff could not recall if there was or was not.

Mr. Bartlett commented that it was his recollection that there was a discussion regarding stormwater management for the runoff on that larger building would be addressed. The applicant had agreed to install an infiltration trench to treat the runoff from the proposed building.

Brian Pratt, PE with Fuss & O'Neill, Inc. was present representing the applicant. Also present in the audience was Chris Bassett from Camp Tecumseh.

Mr. Pratt gave a brief overview of the project. The project is for the construction of seven tent platforms. They are a wooden A-frame structure with a roof and will have canvas and screening. Six will be 16' x 16', and the seventh is 20' x 20'. These platforms are for the use of the existing campers that use the facility now, giving them additional space. This will allow Camp Tecumseh to separate out the age groups better.

Mr. Pratt referred to the plan set, noting the location of the platforms. He stated there is an existing gravel drive through out camp and they will add a small gravel extension to this area. Mr. Pratt spoke briefly about stormwater, noting that these are individual tent platforms, therefore the stormwater is segregated. He noted the wetlands delineated, and the buffers. They are not disturbing any of the wetland buffers or wetlands. There are no steep slopes, and they are not in the ground water protection overlay district. The total disturbance is approximately 6,000 sq. ft. The area is approximately 300+ feet from the lake, therefore the project does not trigger the need for a DES shoreland permit.

Mr. Pratt stated that he did see the comments from the Conservation Commission that they are concerned about the high intensity storms that have been bursting up. They are happy to install a berm/swale downhill from the area so if there is a large storm event, the berm will stop or slow it allowing infiltration. Mr. Pratt stated that both he and Mr. Bassett would answer any questions from the board.

Mr. Bartlett questioned if these tent platforms were only for daytime use or sleeping there. Mr. Bassett clarified that Camp Tecumseh is an overnight camp and it will be used by boys in the age group of 14 years old. The camper may be there for 2 ½ weeks of for the entire 7 week season. There will be no increase in the number of campers. There are between 180 – 200 campers each season. This project will allow them to separate the 14 year olds from the older boys in the existing senior area. This will give both age groups more space.

Mr. Bartlett questioned if they would have any restroom facilities? Mr. Bassett stated that there would be no bathrooms, water, or electricity. They have existing bathrooms as well as port-a-johns throughout the camp.

Chairman Kelly opened the hearing for public comment. Hearing none, she closed the public input portion of the public hearing.

There being no further questions or comments from the Board, the Chair closed the Public Hearing.

**Motion:** Mr. Connolly moved to approve the site plan for Camp Tecumseh (212-1), with the following conditions:

Conditions precedent, to be completed prior to signature of final plans by the Planning Board Chairman:

1. Add the following plan notes/revisions prior to submission of final plan for Planning Board signature:
  - a. Add signature block for owner and obtain owner's signature.
  - b. All conditions subsequent shall be added as plan notes.
2. All required federal, state, and local approvals shall be obtained.
3. Conditions precedent to be completed by 10/25/2024.

Conditions subsequent, to be continually complied with:

4. All conditions of previous site plan approvals shall remain as requirements of the development, maintenance, and operation of the site unless expressly superseded by this approval.
5. All representations made by the applicant and applicant's agent shall be incorporated as a condition of approval.
6. Per Site Plan Review Section 8.2, if substantial site work has not commenced or a Building Permit has not been issued or if a Building Permit has been issued but not substantially acted upon within 2-years of the date of approval, the site plan shall lapse unless a request for extension for an additional 1-year period is obtained by the applicant, prior to the date of lapsing.

Mr. Annaian Seconded. Motion carried unanimously.

**VIII. Other Business/Correspondence:** – None

**IX. Committee Reports:**

1. Planner Sassan briefly noted that he had been in contact with Steven Whitman with Resilience Planning & Design regarding his availability to meet with the Board regarding the master plan update process. Mr. Whitman is not available for the November 8<sup>th</sup> meeting. Liz Kelly with Planning & Design would be available on November 29<sup>th</sup>, and she could give the benefits of utilizing a consultant to generate the type of enthusiasm that this undertaking warrants.

Members briefly discussed the upcoming meeting dates, noting that the meeting for November 22<sup>nd</sup> has been cancelled for the Thanksgiving holiday. It was the decision of the board to hold a work session on November 29, 2023, with a representative from Resilience Planning & Design to give a presentation.

2. **Capital Improvement Program Committee** – Mr. Claypoole noted that the CIPC will holding their first meeting for the upcoming budget season on November 2, 2023.

Ms. Kelly noted that the gateway signage project will be brought before the CIPC as well.

**X. Project Updates:** – None

**XI. Adjournment:** Mr. Quinlan made the motion to adjourn. Mr. Connolly Seconded. The Motion carried unanimously, and the Board adjourned at 9:08.

Respectfully Submitted,  
Bonnie L. Whitney  
Administrative Assistant

**NOTICE:** These DRAFT Minutes have not been formally approved by the Planning Board. Please contact the Land Use Department after the next meeting of the Moultonborough Planning Board to learn if any corrections, additions, or deletions were made.