Members Present: Thad Presby, Eric Meth, Pat Garvin, Monica Laflamme, John Dimarzio and Mary Grote

Also Present: Also Present: Sharon Penney and Ginny Jeffryes

A regular meeting of the Franconia Planning Board was held at the Franconia Town Hall on Tuesday, March 29, 2022, at 7:00PM.

The meeting was called to order at 7:04pm by Thad Presby.

**Approval of Minutes –** Thad made a motion to approve the minutes of January 11, 2022, as written, second by John. Pat abstained from vote because she wasn’t a member at this meeting.  All were in favor and the motion passed unanimously.

Thad made a motion to approve the minutes of February 8, 2022, as written, second by Mary. All were in favor and the motion passed unanimously.

**Bylaws Update –** Pat Garvin led a subcommittee that compared current Planning Board bylaws to the OSI Planning Board handbook and drafted updated bylaws for review.  Additionally, a review was done against recent changes to the RSA’s reference using the 2021-2022 edition of the New Hampshire Planning and Land Use Regulation.  The board reviewed the entire contents of the new draft and accepted or made corrections to the draft.  Mark was unable to attend but provided feedback via email.

Pat took down all agreed upon additions, alterations and deletions from the draft document and will update the draft “bylaws/rules of procedures” for final approval at the next meeting schedule, as well as Public Hearing.

**Officer Elections –** There was a brief discussion regarding the requirement to elect board officers every year.  The board decided to do the nominations for Chair, Vice Chair, Zoning Board of Adjustment representative and Secretary at the next board meeting, April 12th, 2022.

**Master Plan –** The Board discussed next steps on updating the Franconia Master Plan, guided by the top issues revealed on the results of the Master Plan Survey.  First step is for all board members to review current, 2008 Master Plan.  Pat, Monica, and Mary asked for printed out hard copies of the current Master Plan to help with their review. Thad said he will ask Carol to send out the electronic version to all the board members and print out three or four hard copies for board members.

**NH Planning & Zoning Spring Conference** – Pat encouraged everyone on the board to sign up for Planning Board training taking place from 9am-12pm Saturday, April 30, 2022, and 9am-12pm Saturday, May 7, 2022. For those interested, the link to sign up is: <https://www.nh.gov/osi/planning/resources/conferences/spring-2022/index.htm>

**Informal Discussion –** Sharon Penney, as a member of the community and subject matter expert, help with the review of the bylaws and provided very good advice and guidance on the draft, “Rule of Procedure”.

Regarding the housing problems identified in the Master Plan Survey results, Ginny Jeffryes provided suggestion that one way to promote affordable housing is to decrease square footage requirements in certain zones to under 1200 sq ft.

There being no further business to come before the Board, the meeting adjourned at 8:30pm.

Respectfully submitted,

Monica Laflamme