Planning Board

September 17, 2026

Agenda

Call to Order

Roll Call of Board Members

Others attending

Review and approval of 6/18/2026 Minutes

CIP Handbook Status

Driveway ordinance administration

Objectives and Future actions of the planning board

Recruiting additional members (one permanent and one alternate)

Need to update Website removing the currently listed alternate

Next meeting October 15th

Adjourn

Planning Board

June 18, 2026 – 4:00 PM

562 Winterbrook Rd., Campton, NH 03223

Members in Attendance: Harry Bertino, Stan Bujalski, Anthony Patti, Mark Canfield

Members Absent: Ryan Timms (alternate)

Other Attendees: Municipal Assistant Allison Smith

Call to Order: Mr. Canfield called the meeting to order at 4:02 PM.

Approval of Prior Minutes

a. April 16, 2026
Mr. Canfield motioned to approve the minutes from April 16, 2026 as written. Mr. Bujalski seconded. Motion carried 3:1 roll call vote: aye – Canfield, Bujalski, Patti; abstain – Bertino.

CIP Handbook

MC stated that it is the PB's responsibility to establish the CIP committee. The handbook has been adopted by the CIP committee. MC doesn't feel it needs to go to the Commission.

Mr. Patti moved that the last work product of the CIP Handbook from the Planning Board be sent to the Commission for their evaluation and they may reject it, accept it as modified, or send it back to the Planning Board for modification. Mr. Bujalski seconded. Discussion was had regarding whether or not the current CIP handbook reflects the process that the WEVD wants for the CIP process and if there had been a previous determination to have the CIP committee fall under the jurisdiction of the WEVD Commission. Mr. Canfield called the vote. *Motion carried by 3:1 roll call vote: aye – Bujalski, Patti, Canfield; Abstain – Bertino.*

Ms. Smith will locate the information that Mr. Bertino requested and send it along with the Draft CIP Handbook that came out of Planning Board once all documents have been located.

Driveway Ordinance

Members discussed the District's existing Driveway Ordinance and the Planning Board's involvement in the review and approval of applications and ordinance enforcement processes. Mr. Canfield will research and forward information to clarify on the extent of the Planning Board's authority and what their involvement in the administration of the Driveway Ordinance would look like.

Future of the Planning Board

Members discussed what the future of the work of the Planning Board looks like.

Next Meeting: July 16, 2026 @ 4:00 PM

Motion to adjourn by Mr. Bujalski, seconded by Mr. Patti. Motion carried.

Meeting adjourned at 5:12 PM

Minutes prepared by Allison Smith

DRAFT

- This week will be Children's Day on June 27 from 2:00 PM to 4:00 PM. The recreation committee from WEA have been working with Ms. Smart, Ms. McCarthy Pierce and the GM to organize a fun event for children of all ages. There will be opportunities for free play, structured activities, as well as crafts and face painting. Families are encouraged to participate; volunteers are wanted to assist with the fun events.
- Rumor has it that popsicles will be available as well as awards.
- On Friday, July 3, 2026: there will be fireworks at 9:00 PM and a band will be playing from 6:45 - 8:45 PM
- July 25, 2026: Beer, Wine & Hard Cider festival - watch for postings on WEA's Facebook and Town Square for pricing and times.

Starting next Thursday, July 2nd adult board games will be available for Adult Game Nite at the Community Center from 5:00 PM to 7:00 PM.

Ms. Magerer also answered questions about the fireworks contractor and said she will check if the contract included clean up after.

Announcements

Ms. Chatel said that she was sad to report that Ms. Heather McCarthy Pierce had given her notice. She said that Ms. Pierce will remain on with Food and Beverage through the 4th of July (Independence Day) in a full-time capacity. She will be greatly missed. She thanked her for all she has done and for her passion for the community. Her dedication to making the experience for owners positive has not gone unnoticed. A further example of her passion and dedication is her willingness to stay, on a part-time basis, through the summer to ensure that planned events continue smoothly. On a personal note, Ms. Chatel was pleased she would continue to be with us, even if it is on a part-time basis. She brings positive energy whether planning for Shrek movie nights or a Fishing Derby. We wish her well in her next chapter.

Committee/Board Reports

Planning Board

Mr. Canfield said that the board discussed the role of the Planning Board in developing the CIP program and its handbook. It was suggested that the CIP Handbook be provided to the Commissioners for review and final approval. The board also discussed the Driveway Ordinance and that further clarification is needed from the Commission on the responsibility of accepting and approving driveway applications as well as enforcing the Driveway Ordinance. And lastly there was a discussion about what's the vision of the planning board moving forward. He added that the Planning Board still needs one member.

Water & Roads Committee

The board report was included in the packet. Members discussed the feedback from the town hall meeting held on May 30th and what next steps are to move residential metering forward, as well as other options for more immediate system metering for leak detection and isolation.

DRIVEWAYS – RSA 236:13



- Planning Board or Select Board authorized to approve driveway permits on town roads.
- Must adopt driveway regulations.
- Delegate permit issuance and enforcement to Public Works Director or other designee.
- Continuing authority over any driveway even if no permit issued.
- Property owner can be ordered to fix driveway that is hazard to traveling public or threat to road integrity.

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9

Merged Lots – RSA 674:39-a

- Merger of 2 or more ***contiguous*** preexisting approved or subdivided lots or parcels
- No public hearing or notice shall be required
- No new survey plat need be recorded
- Notice of the merger endorsed by the planning board recorded at registry of deeds.
- If any lot is under a mortgage, lender must consent

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10