

**Town of Gilsum  
PLANNING BOARD  
MEETING MINUTES  
July 29, 2026**

**Board Present:** Tom Julius, Chair; Kevin Barnes, Member; Heidi Bukoski, Member; and Stanley Shaw, Alternate Member

**Absent:** Carol Ogilvie, Member

**Other:** Allan and Tarina Bergeron

**CTO:** Tom called the meeting to order at 6:37 P.M.

**I. Procedures**

a. Planning Board Minutes

- i. Tom distributed the minutes from June 24, 2026, for the Board's review. With a motion by Kevin Barnes, and seconded by Heidi Bukoski, the Board voted to approve the minutes of June 24, 2026, with Brian who was absent at the last meeting abstaining.

b. Upcoming meetings

- i. A discussion of the remainder of the year and our dates to have meetings which fit into both travel and holiday schedules, will be posted as follows:
  1. August is **8/8/2026** (4th Wednesday/normal schedule)
  2. September is **9/30/2026** (5th Wednesday)
  3. October is **10/28/2026** (4th Wednesday/normal schedule)
  4. November is **11/18/2026** (3rd Wednesday)
  5. December is **12/16/2026** (3rd Wednesday)
- ii. Next two meetings will include Site Plan Review Application and determination of our Budget for the next year, to be presented to the Budget Committee before the October gathering.

**II. Regulatory**

a. Allen Bergeron inquiry re: applying for firearms business, 619 Route 10.

- i. Allen and Tarina were requesting if a site plan review is necessary to open within their home, a Gun Smithing shop. The following discussion determined that no, due to Article II under General Provisions, letter i, a Home Occupied Business is not a change of use, and therefore a site plan review is not necessary.
- ii. Also discussed the requirements for a use of a sign and if the use of one will possibly need to go through Select Board and then onto the Zoning Board.
- iii. Allen stated that the State ATF will be sending a letter of notification to the town. (Alcohol, Tobacco and Firearms)

b. Selectboard letter re: Andrew Hayes business 369 Rt 10. See Planning board minutes April 11, 2024.

- i. Brian addressed the letter regarding the business of Andrew Hayes who is a renter from Jason O'Dell, that his business is not registered with the state and that the business owner is living in a RV behind the building. A letter from the Selectboard was sent on July 20th stating these items.
- c. National Flood Insurance Program (NFIP) & Flood Plain Acknowledgement Form
  - i. Sarah Bollinger (SWRPC) writes: In the updated LHMP, we have Floodplain Administrator / Building Inspector listed as the responsible local agent. FEMA requires the "Floodplain Administrator" language, but Gilsum's ordinance lists the Building Inspector. I concur with Carol on BOS being listed there. For the responsibilities, that all falls under your Floodplain Development Ordinance and how the town carries out its responsibility.
  - ii. We discussed the building inspector being the administrator for the FEMA requirement, as we do not have an actual Floodplain Administrator. Brian will follow up with the Selectboard to submit the form.

### **III. Planning**

- a. Excavation Regulations
  - i. Heidi Bukoski was recused from the board discussion, moving herself away from the board members and sitting in the citizen seating area.
  - ii. A hard copy of the regulations approved at the last meeting were distributed.
  - iii. Reviewed an email from Linda Nettleman to the Planning Board dated 7/12/26 regarding the notice received about the blasting at the "Gordon Pit". Brian Bazarnicki advised the notice had been posted with the wrong date on the town website, and effort in providing appropriate notice would continue going forward. Tom Julius will reply to Linda Nettleman's email.
  - iv. The Planning Board reviewed responses to questions Hailey Hrabovsky submitted to Gilsum's attorney related to the upcoming expiration of the gravel pit permit. The town attorney advises the following:
    - 1. According to the permit excavation activities would be no longer permitted after 8/10/26 that includes blasting, crushing, processing, and transfer of excavation materials out of the pit.
    - 2. The Planning Board discussed scheduling an onsite review to confirm excavation activities had ended after 8/10/26 and to discuss the reclamation plan. Tom Julius will confirm through Hailey Hrabovsky to whom a letter be sent, using the answers provided by the Gilsum's attorney in the letter to set up an on-site review.
    - 3. Town responses to potential future excavation violations were reviewed with no action appropriate at this time.
    - 4. The Planning Board discussed reviewing the reclamation process periodically, as per Gilsum's attorney advice. Tom

Julius will include suggested dates for reclamation review in the letter referenced in #2 above.

#### IV. Informational

##### a. Paving plan project

- i. Brian informed the board of the recent meeting held at the Gilsum Town Office regarding the SWRPC Town of Gilsum Paving Plan. Stan was also in attendance. The mileage of the paved roads in Gilsum is less than 6 miles. The ones which had the most volume of traffic were Hammond Hollow, Belvedere and Mack. The one concern is that although Gilsum road agents will be informed of the SWRPC recommended priority of work and projects to be done, over the next ten years, the plan will not include any recommendations for the culverts. Which ideally a culvert would be repaired before a road overtop of it has its paving completed.

##### b. NHMA's Class VI Road Webinar

- i. To be held Wednesday, August 12, 12:00 – 1:00pm, via Zoom. To register, log in to NHMA's website. Check if you have a profile in our portal by following these login instructions. Don't have an account? Contact [info@nhmunicipal.org](mailto:info@nhmunicipal.org) for help.
- ii. If we are interested in attending it was discussed with Lenoir Law (who was in attendance due to the power outage and the generator not being operational), that we should let her know if we wished to attend, due to not all of us needing to register. She can add us under her profile. Lenoir also suggested Tom can do this as well.

##### c. Grow America

- i. Southwest Region Planning Commission (SWRPC) and Monadnock Economic Development Corporation (MEDC) are hosting a meeting featuring representatives from Grow America, a national nonprofit organization that helps communities develop, finance, and implement economic and community development projects. The meeting will be held on August 12<sup>th</sup> at 1:00 p.m. at SWRPC offices, located at 37 Ashuelot Street in Keene. Please register for the event by completing the form here:  
<https://forms.cloud.microsoft/Pages/ResponsePage.aspx?id=dQ2lqV7OpUucIDVrGFgRlb7wp1AzWHVBqjgsjbPHyJVUNU02T1kxS1ZPRIRLQkMxVVJBRVUyUkhUQS4u>. Virtual participation is also possible through this link  
<https://teams.microsoft.com/meet/268195055244085?p=1Z020j8yhiY2qJx1ba>

##### d. Citizen Planner Peer-to-Peer Roundtable

- i. June 30 report out is available online at: <https://www.swrpc.org/wp-content/uploads/2026/07/Walpole-Meeting-Summary.pdf>

- ii. The next meeting will be held on August 8, 2026.

Agenda Items to include:

- a. Minutes of July 29, 2026

- b. Review of the Site Plan Review Application fee
- c. Status of Gordon Brothers excavation.
- d. Budget for 2027 town meeting

On a motion by Tom Julius and seconded by Kevin Barnes, the Board voted to adjourn at 8:39 PM, with all in favor (and in the dark, still!).

Respectfully Submitted by:  
Stanley Shaw

**Approved**\_\_\_\_\_, **2026**

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Kevin Barnes

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Brian Bazernicki

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Heidi Bukoski

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Tom Julius, Chair

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Stanley Shaw, Alternate Member