Town of Gilsum
PLANNING BOARD
MEETING MINUTES
September 30, 2026

Board Present: Tom Julius, Chair; Kevin Barnes, Member; Carol Ogilvie, Member; Heidi Bukoski, Member; Bruce Murrphy, *Ex Officio*; and Stanley Shaw, Alternate Member

Absent:

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

I. Procedures

a. Honor Brian Bazarnicki and welcome Bruce Murphy, new *Ex Officio*

Tom and the Board welcomed Carol back from sick leave. He also wanted to honor Brian, who was an important member of the Board and will be greatly missed. Also, a welcome to Bruce to serve in Brian's place as the *Ex Officio*.

b. Meeting Minutes

Tom distributed the minutes of August 26, 2026 for the Board's review. Heidi questioned the question mark after someone's name, but the Board agreed to remove the question mark.

On a motion by Heidi Bukoski/seconded by Kevin Barnes, the Board voted to approve the minutes of August 26 2026, with Carol abstaining.

c. Materials in Records Room

Tom reported that Hailey has collected planning board materials and put them in the records room. Carol volunteered to go through the materials, and will send an email to the Board to see who might be able to join her.

d. Budget

Tom provided a copy of the Planning Board budget. The Board needs to review this and see whether any changes to the existing budget need to be made. Bruce stated that the Budget Committee is looking for a 20% decrease in all budgets. Stan volunteered to go over the past five years of the Board's budget to help propose a budget that reflects actual past expenses.

e. Site Plan Application Fee

Tom noted that this item has been on the Board's agenda for quite some time, and tonight seemed a good time to review it. He asked Carol to explain what she thought the problem was.

Carol stated that the Advertising/Posting item of $200 seemed arbitrary and excessive. She explained how the fees are intended to be applied – to compensate the Board for staff time, and to reflect the actual costs of advertising and posting. As for advertising, some boards have a set fee that reflects as close as possible the actual cost, plus staff time, and some bill the applicant for the actual cost. That means that that cost would be paid until the applicant comes to the meeting and gets the bill from the newspaper.

Bruce stated that this is process used by the Zoning Board. After some discussion, the Board agreed that it made sense for both boards to use the same process, and Tom suggested a motion:

On a motion from Tom Julius/seconded by Heidi Bukoski the Board voted to address the Site Plan Review application fees as follows: To leave the application fee at $100; to change Advertising/Posting to Advertising at cost; and to leave the Abutter notification at $12.50 per abutter, with all in favor.

f. Municipal Land Use Regulations Survey

Tom brought the Board's attention to a copy of the Municipal Land Use Survey in the packet. This is a survey conducted every year by the state planning office, and all surveys are then posted on their website. Carol has already begun to populate the blanks. Carol stated that she usually does this every year, but this year she has brought it to the Board's attention for their information and to review for correctness. The Board found no issues, so Carol will submit the form to the state.

II. Regulatory – Nothing Pending

III. Planning

a. NH DES Grant Program

Tom reported on a new grant program from DES called "Recharge the Adventure New Hampshire." This is a grant that supports the installation of EV charging stations. The grant covers 80% of the cost.

Stan stated that this appears to be a tourist-based promotion. The Board discussed what places would be suitable for a charging station (e.g., the school, the store, the Library/Town Offices, the Rock Swap). Tom asked Bruce if the Select Board had looked at this, to which he replied that they had, but with the budget constraints this year they tabled it. The Board concluded that they would take the same approach. Heidi volunteered to bring the information to the store, in the event they had any interest.

b. Other Topics

Tom noted that the last six months or so a lot of the Board's time was taken up with issues around the gravel pit. But now that that operation has ceased, there is now some time for the Board to focus on some planning issues. He questioned whether there are any ordinance changes the Board might want to consider to plan ahead for potential future development; as examples he suggested Short-Term Rentals and Pocket Neighborhoods.

Regarding Short-Term Rentals, Carol stated that in her opinion such an ordinance did not need to be tied directly to the master plan, since it is primarily an administrative tool responding to current lifestyle changes. The Board discussed this and concluded, based on input from Bruce, that this is not a serious issue for Gilsum.

Regarding Pocket Neighborhoods Tom stated that he thought this development approach was worth pursuing in light of there being several parcels of land in town that could potentially support a small neighborhood as opposed to a conventional subdivision.

Carol explained the basic concepts of this approach, that being smaller houses on small lots, with the houses typically arranged around a common courtyard or open space. This concept has been widely adopted in the northwest, but it is still relatively new in New Hampshire. By her count, there are nine towns that have so far adopted such an ordinance, and she is working with two other towns on exploring the idea. She also said that ideally, before making such a change to the zoning ordinance, we would want to look at the master plan and see if it supports such an approach. Given the age of master plan, it is unlikely that this specific language is in the plan, but there may be other statements that could be seen to support such zoning.

The Board discussed pros, cons, and concerns about the idea, including impacts on taxes, the school, town services, and the general look and feel of such a neighborhood in a rural setting. Carol offered to send

everyone informational material she has collected on this. Tom said that this will be on the next meeting's agenda.

Regarding the Master Plan, Tom suggested everyone have a look at it, and for the next meeting he and Carol will have reviewed the Plan and will have some suggestions as to which sections could be updated and a schedule for that.

IV. Informational

a. Citizen Planner Peer-to-Peer Roundtable

Tom reported on the Roundtable that was held last night in Fitzwilliam. The topic was transportation with a representative from NH DOT to provide updates on the state's plans.

b. Monadnock Housing Conversations

This will be held on October 15th from 2 – 4 P.M. at the Peterborough Town Library. The topic is Strategies for Community Engagement.

c. From Plans to Projects: Why Some Ideas Get Built

This will be held on November 6th from 8:30 A.M. to 12 P.M. at the Peterborough Town Library. The cost of $25, light refreshments provided.

d. Other

Stan reported on the Road Paving Review Project. All town roads have been inventoried and prioritized for maintenance. The next step is the implementation plan.

V. Next Meeting – October 28, 2026 – Draft Agenda Items

a. Minutes of September 30, 2026

b. Pocket Neighborhoods

c. Master Plan

On a motion by Heidi/seconded by Kevin, the Board voted to adjourn at 8:22 P.M. with all in favor.

Respectfully Submitted by:

Carol Ogilvie

Approved October 28, 2026

Kevin Barnes

Heidi Bukoski

Tom Julius, Chair

Bruce Murphy, *Ex Officio*

Carol Ogilvie