

**Haverhill Planning Board Minutes**  
**June 23, 2009**

1. **Call to Order**

The Chair called the meeting to order at 7:05 p.m.

Planning Board members present:

Don Hammond – Chair  
Mike Fenn – Vice Chair  
Melissa Walker  
Todd Bigelow

Planning Board members absent:

Mike Bonanno  
Rick Ladd – ex Officio  
Peter Conrad – Alt. ex Officio

Also present: LeeAnn Nystrom, Clerk

Members of the public present: Shannon Larocque, Robin Roystan

2. **Agenda Approval**

Motion was made by Mike F. to accept the agenda as written, seconded by Melissa – unanimous

3. **Approve Minutes of Previous Meeting**

Motion was made by Mike F. to approve the minutes of the May 19, 2009 meeting, seconded by Todd – unanimous

4. **Scheduled Public Appearance**

None

5. **Public Hearings**

**a. Gravel Pit: Robin Roystan – Map 410 Lot 51**

Motion was made by Mike F. to continue the Public Hearing of Robin Roystan's Excavation Permit, seconded by Melissa – unanimous

Shannon Larocque reviewed the updated plans with changes per last months meeting. Robin also submitted copies of the plans for Pond Circle showing the materials used for construction. The Road Agent has given his ok on this road being able to accommodate the traffic from a gravel pit. There is a question on whether the road should be brought up to town standards because of the added traffic volume, it should be paved. This language is from the Subdivision Regulations and is not part of the Excavation Regulations. The Board can not impose Subdivision Regulations on an Excavation Application. Also should the maintenance agreement be changed so that the other lots will not be responsible. Robin is waiting on a Shoreland Permit, all requested material has been sent to the state. Melissa asked if a bond would need to be posted. The clerk read from the regulations that a surety of some sort would

need to be posted, and the Board would need to determine an amount. This amount can be posted per phase.

Motion was made by Melissa to come out of Public Hearing, seconded by Mike F. – unanimous

Motion was made by Mike F. to approve the Excavation Permit of Robin Roystan, seconded by Todd

Discussion: Don had concerns about the maintenance of Pond Circle. He thinks that during the months that Robin is operating he should be responsible for maintenance. Winter plowing, etc. would be shared per the agreement on file, but during the summer Robin should have sole responsibility for the duration of operation of his pit. Don also thought that an eight foot apron should be paved off of French Pond Road to ensure that the edge of the road is not broken up by trucks. Robin also still needs to get his final permit from the State.

Motion was made by Mike F. to amend the previous motion to include the conditions that Robin maintain the road during the operation of his gravel pit, install an eight foot paved apron off of French Pond Road, and get his State Shoreland Permit, seconded by Todd – unanimous

Motion as amended to approve Robin's Permit – unanimous

Motion was made by Don that a \$1000.00 per acre surety be posted by Robin for this project, seconded by Melissa - unanimous

**b. Revisions to the Town of Haverhill Excavation Regulations**

The clerk has added the paragraph back in regarding requirements for the Excavation Plan from the 2006 Excavation Regulations per Rick's request last month.

Mike F. wants to put something in the Regulations regarding paving of roads because of increased traffic volume. The clerk will look into whether or not the Board can legally do this.

Motion was made by Mike B. to postpone the Public Hearing on the Excavation Regulation to June 16<sup>th</sup> meeting, seconded by Rick - unanimous

**6. New Business**

**a. Excavation Permit – Fenn Way Builders**

This is just a question on whether Fenn Way Builders needs a permit for their project. They have an Alteration of Terrain Permit and have filed their tax forms. Mike Fenn states that all the excavation they are doing is incidental to construction. If all excavation is incidental to a project then a local permit is not required.

**b. Building Permit – William Kearns**

Discussion about the fact that there is a foundation already on the property and what should be done about that this was done prior to getting a building permit. The clerk had brought this up with the Town Manager, as the Selectboard is who actually issues the permit, the Planning Board is just asked for comments. The Selectboard

usually does not fine people for starting construction prior to getting a permit. Also Trinity Circle is not marked as a private road, should the sign be changed. The road is also not complete. The Planning Board does not have a problem specific to Mr. Kearns permit and sees no problem in him being issued a permit.

**c. Building Permit – Gabriel Cadreact**

This is a building permit for a lot on the Class VI portion of Flat Iron Road. The Board would like Mr. Cadreact to sign a release of emergency services unless he upgrades the road to town standards, because emergency vehicles will not be able to reach him.

7. **Pending Business**

**a. Status of Trinity Circle and Benedict’s Way**

The majority of the discussion was whether or not Trinity Circle should be paved. The older members of the Board do not believe that it was required that this road be paved. The minutes from the December 2007 meeting to note paved. This issue is going to be tabled until next month when the tape from the meeting can be listened to by the Board. Also needed to look into whether or not the Town Manager sent a letter to the Attorney General stating that Natalie Martel was all set to sell lots. If such a letter was sent then the Board can not ask her to stop selling lots until the roads are complete. Additionally, it was pointed out that whether the road needs to be paved or not there are other issues that have not been completed. Discussion will resume next month.

**b. Letter to Jeff Elliott re: Benedict’s Way**

Fenn Way Builders sold this land to Mr. Elliott. Mike states that the deed notes that no land can be transferred prior to Benedict’s Way being completed. The clerk will get a copy of the deed for next months meeting.

**c. Training with North Country Council**

August 4<sup>th</sup> will work for the Board. The clerk will contact Tara Bamford of NCC to confirm the date.

8. **Correspondence/Communications**

Marcel Brochu would like paper copies of his plans signed for his records. Don will sign them in the Planning Board Office after the meeting.

9. **Comments of the Clerk and Planning Board Members**

10. **Adjournment/Next Regular Meeting**

Motion was made by Mike F. to adjourn at 8:45 p.m., seconded by Melissa – unanimous

Respectfully submitted,

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LeeAnn Nystrom, Planning Board Clerk