

**Town of Haverhill
PLANNING BOARD
PUBLIC HEARING
Minutes
Tuesday, August 22, 2023, at 6:00 PM
J.R. Morrill Building
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
And on Zoom**

Tuesday, August 22, 2023

CALL TO ORDER:

Chair Hebert called the meeting to order at 6:00 PM.

Zoom Technical Problems

Chair Hebert announced that there were problems with the audio on Zoom for this meeting; therefore, Zoom access was closed down.

ATTENDANCE:

Vice Chair Vickie Wyman (Here; by phone), Kevin Knapp (Here), John Nelepovitz (Here), Donnie Hammond (Here), Chair Hebert (Here). A quorum was met.

Town Employees Present:

Assistant Town Manager (ATM): Jennifer Boucher
Board Clerk: Joanna Bligh

Visitors in Person:

Jacob Burgess	Jack Brill
Doug Dutile	Rolando Barro
Mike Lavoie	Bob Dwyer

Visitors Online: Closed due to technical difficulties.

DESIGNATION OF ALTERNATES (if necessary): None.

AGENDA APPROVAL

MOTION #1: Knapp made the motion and Hammond seconded the motion to approve the Agenda as amended.

- Knapp recommended tabling the Master Plan discussion because the Zoom audio had to be closed down due to technical difficulties. The discussion will be planned for the next meeting, September 26.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

PUBLIC APPEARANCES (previously scheduled): None.

PUBLIC HEARING #1

MOTION #2: Hammond made the motion and Nelepovitz seconded the motion to enter into the Public Hearing at 6:03 PM.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

- **Lot Line Adjustment** (Map 208, Lot 59, and Map 422, Lot 116), Earl Aremburg Trust, 2929 Dartmouth College Hwy., No. Haverhill, NH, and Haverhill Corner Precinct (att: Mike Lavoie), P.O. Box 11, Haverhill, NH, 03765, applicants.

Chair Hebert introduced Jacob Burgess, agent. Burgess provided the Board with updated paper plans and one mylar copy. As he discussed in the preliminary review of the lot line adjustment at the July meeting, Burgess stated that the Precinct of Haverhill Corner wished to move the lot line on Map 422, Lot 116, to include 4.7 acres from the Aremburg Trust parcel of 29.35 acres. Lot 116 would be increased from .63 acres to 5.33 acres, which will provide a buffer surrounding the Precinct's water system storage tank.

Chair Hebert asked for Board members' comments, and there were none. Chair Hebert asked for any comments from the public, and there were none. Chair Hebert asked for a motion to close the Public Hearing.

MOTION #3: Hammond made the motion and Nelepovitz seconded the motion to exit the Public Hearing at 6:05 PM.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

Board Vote

MOTION #4: Vice Chair Wyman made the motion and Nelepovitz seconded the motion to approve the Lot Line Adjustment between the Precinct of Haverhill Corner and the Aremburg Trust.

Roll Call Vote: Knapp (Aye), Nelepovitz (Aye), Hammond (Aye), Vice Chair Wyman (Aye), and Chair Hebert (Aye). The motion passed unanimously.

PUBLIC HEARING #2

MOTION #5: Nelepovitz made the motion and Hammond seconded the motion to enter into the Public Hearing at 6:09 PM.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

- **Major Subdivision** (Map 404, Lot 4), Brian McElwee, P.O. Box 1824, Conway, NH 03818.

Chair Hebert introduced Jacob Burgess, agent. Burgess provided the Board with six paper plans and one mylar copy. As he discussed in the preliminary review of the major subdivision at the July meeting, Burgess stated that he has plans that have been signed, including the mylar, following Planning Board approval in Bath because part of the parcel is over the boundary in the Town of Bath.

Burgess continued that the owner wishes to subdivide a 12-acre parcel into four lots with Longfellow Rd. owned by Lot 4 and having rights-of-way and a maintenance agreement stated in the deeds for Lots 1, 2, and 3. All lots have been state approved for septic. The owner plans to impose covenants as has been done in the past.

Chair Hebert asked for Board members' comments. Vice Chair Wyman commented that the road maintenance agreement should be detailed to make it work. Ronaldo Barro, an abutter, discussed how part of his driveway is within the right-of-way with 15 feet of his driveway in the other lot. Burgess noted that the owner plans to use similar wording for road maintenance as is in Barro's deed, "Costs borne equally for the maintenance of the right-of-way of said road." Chair Hebert noted, confirmed by ATM Boucher, that with a deeded right-of-way, there are no issues.

Chair Hebert asked for a motion to close the Public Hearing.

MOTION #6: Knapp made the motion and Nelepovitz seconded the motion to exit the Public Hearing at 6:19 PM.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

Board Vote

MOTION #7: Hammond made the motion and Knapp seconded the motion to approve the four-lot Major Subdivision for Brian McElwee, Longfellow Rd., Map 404, Lot 4.

Roll Call Vote: Knapp (Aye), Nelepovitz (Aye), Hammond (Aye), Vice Chair Wyman (Aye), and Chair Hebert (Aye). The motion passed unanimously.

NEW BUSINESS:

- **Preliminary Review: Lot Line Adjustment** for Steven and Kristina Gaines, 43 Ralston St., Woodsville, NH, (Map 402, Lot 122) and Lisa Weir, Property Manager, State of NH, DOT, Bureau of ROW (Map 402, Lot 31); Jacob Burgess, agent.

Chair Hebert introduced Jacob Burgess, agent. Burgess stated that the Gaines wish to add to their property (Map 402, Lot 122) .06 acres from the State of NH.

Chair Hebert noted that there was no letter of approval from the State in the folder. Burgess stated that he will send the State letter of approval to complete the file.

Chair Hebert asked for comments from the Board, and there were none. Chair Hebert asked to schedule a Public Hearing for public comments at the next scheduled Planning Board meeting on September 26, 2023.

PUBLIC HEARING #3

Subdivision Regulations 2023 FINAL

MOTION #8: Knapp made the motion and Nelepovitz seconded the motion to enter into the Public Hearing at 6:29 PM.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

Chair Hebert stated that the *Subdivision Regulations* have been available for public review on the Town's website for 1 month. Chair Hebert asked for Board members' comments.

- Vice Chair Wyman had none.
- Knapp had none.
- Nelepovitz asked for a revision on p. 26, paragraph 4, line 1; the word "Committee" was to be added.
- Hammond noted a yellow highlighted character on page 10, number 21. Hammond also noted that his name was spelled incorrectly. It should be "Don."

Clerk Bligh noted that no public comments came into the Administrative Offices.

Chair Hebert asked for a motion to close the Public Hearing.

MOTION #9: Hammond made the motion and Knapp seconded the motion to exit the Public Hearing at 6:33 PM.

Voice Vote: All approved, none opposed, and none abstained. The motion passed unanimously.

Board Vote

MOTION #10: Hammond made the motion and Nelepovitz seconded the motion to approve the *Subdivision Regulations 2023*, as amended.

Roll Call Vote: Knapp (Aye), Nelepovitz (Aye), Hammond (Aye), Vice Chair Wyman (Aye), and Chair Hebert (Aye). The motion passed unanimously.

The Board members signed the document, and, with Vice Chair Wyman offsite, she will come into the offices so she can include her signature.

MINUTES APPROVAL

MOTION #11: Hammond made the motion and Nelepovitz seconded the motion to approve the minutes from **July 25, 2023**, as written.

Voice Vote: Four approved, none opposed, and one abstained. The motion passed.

CORRESPONDENCE: None.

COMMENTS BY TOWN STAFF:

- Clerk Bligh announced that an advertisement for Planning Board alternates was published in the *Bridge Weekly*, but the Administration offices received no interest.
- Clerk Bligh provided the Board members with the recently located 1763 Town Charter. Clerk Bligh suggested the Town Charter be part of the Master Plan, for example, on the flyleaves. Discussion ensued. ATM Boucher stated it could be published as an appendix to the Master Plan.

COMMENTS BY THE BOARD:

