

# **Haverhill Planning Board Minutes March 22, 2016**

## **Draft Subject to Review, Correction, and Approval at Following Meeting**

### **1. Call to Order**

The meeting was called to order at 7:07 by Chairman Don Hammond

Planning Board members present:

Don Hammond

Mike Bonnano

Tara Krause

Clerk Ed Ballam was present.

Mike Simpson was absent

Members of the public included Harry Burgess, Howard Hatch and Tom Friel, who was there as an interested party not as the ex officio member from the selectboard. Mike B. said he was the ex officio member for the selectboard having been newly elected to the position.

### **2. Designation of Alternates**

No alternates to designate

### **3. Agenda Approval**

Ed B. explained about some changes to the agenda. There was a consensus to proceed with the agenda as presented.

### **4. Approve Minutes of Previous Meeting**

Mike B. made a motion to approve the minutes from the Feb. 23, 2016 meeting. Don H. seconded the motion which was approved with Tara K. abstaining as she was not present at that meeting.

### **5. Scheduled Public Appearances previously scheduled.**

Harry Burgess had a couple of lot line adjustments to discuss on a preliminary bases. They are located at Mill Street Woodsville, Ron Lackie Map 103 Lot 106 with Eden Aldrich Map 402 Lot 35 and in North Haverhill Village, Ron Fadden Map 206 Lot 110 with Dave Patten Map 206 Lot 113.

Harry B. said Ron Fadden would like to purchase about a quarter of an acre from the Patten lot which is L-shaped and goes from the top of the land to Hazen Road. The board reviewed the plan, had no concerns or questions about the adjustment. Harry B. said he would apply and have it ready for next month, April.

Harry B. said the next preliminary review is for a lot line adjustment in Woodsville on Mill Street between Ron Lackie and Eden Aldrich. Harry B. said Ron Lackie has a one-acre lot on Mill Street, behind the elementary school over the dry bridge and around the corner, the first lot on the right. He said Ron L. would like to buy about a half an acre from Eden Aldrich. Harry B.

said the Aldrich lot is large, in excess of 30 acres, and the adjustment would only affect the land right around Ron Lackie's property by adding a bit to the back and side of the Lackie acre. Harry B. said he would submit an application for that lot line adjustment as well to be considered in April.

Also under appearances before the board, Don H. said Howard H. is attending the meeting because he has an interest in joining the planning board. Don H. said he was pleased to have Howard H. step forward. Mike B. said also spoke with Howard H. Tara K. expressed her enthusiasm for Howard H.'s offer to join the board.

Howard H. said there was a time back in the 1970s it was difficult to get on the planning board. He said he has seen over the years committees consistently ask for volunteers to help and join up and he is afraid volunteerism is dwindling. Howard H. said he was willing to serve on the planning board, but might not have much time for schooling, but he would try to make himself available when possible. Mike B. said Howard H. has a wealth of information that could be an asset to the board. Don H. asked the board what action they would like to take. Mike B. made a motion to indicate the planning board supports Howard H. and ask that the selectmen appoint him as a member at the next selectboard meeting. Tara K. seconded it and the vote carried unanimously. Ed B. said he would write a letter to the selectboard indicating the board's desire to have Howard H. appointed to the planning board. The process of how he would become a member was discussed. Mike B. said he would make it a point with Town Manager Jo Lacaillade to have it on the agenda for the next selectboard meeting.

Ed B. said the only other bit of new business was to fill out annual employee evaluations of the clerk as request by the town manager. The board filled out the evaluation sheets.

## **6. Correspondence/Communications**

None

## **7. Reports of Committees**

None

## **8. Pending Business**

Ed B. gave the board some information he found about fire lanes for consideration during the subdivision regulation review.

Don H. asked about contacting the highway advisory committee to help talk about the road requirements in the subdivision regulations. Ed B. said he did not contact Jo Maccini or Howard H. about the meeting. He said he would rather have the board make a definite decision when they wanted to talk about the road regulation and then invite the two gentlemen in. There was discussion about the need to confer with the town manager about the request for a meeting and whether to include the town road agent. Ed B. and Mike B. both said they would speak with Jo L. about the request. Howard H. said the board should also consider discussing driveway permits and reviewing those before they are approved.

Tom F. said the board decided to have the road agent deal with those directly during the time the Planning Board was very busy and meeting twice per month. The idea was to lessen the load on the planning board and to have the road agent take care of those permits directly. Tom F. said

driveway permits are still part of the Planning Board's responsibilities, and, if it desired, there should be no problem having the planning board be in charge of driveway permits as it has in the past.

Don H. said he recalls asking the highway department for information and recommendations, but the board kept the authority to approve the driveway permits. Don H. said there are some driveways being installed without any culverts underneath. Tom F. said the board can take the responsibility for the driveway permits.

Don H. polled the board about whether they wanted to continue reviewing the subdivision regulations. There was consensus to work on them for a bit. Ed B. said the board left off last time it looked at them on page 31 or 4.10, regarding highway signs. The board reviewed several pages and made minor adjustments to the regulations, stopping at the attachment page.

While reviewing the regulations, Mike B. asked how often does the town need to review its master plan. There was consensus that it needs to be done every 10 years. Ed B. said he would check when it was last done and report back to the board. Don H. said he believes it is about time for the review to take place, if not, it's very close to it.

Don H. said if the board can review the road portion of the subdivisions in April, the total review should be done in the May meeting. Don H. then asked Ed B. if he could make the revisions after that for planning board review. Ed B. said he's got all the changes on a hard copy.

## **9. New Business (Applications)**

There were no new applications.

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## **10. Other New Business**

None

## **11. Public Appearances (Not Previously Scheduled)**

Howard H. said there was some discussion about people who build things without permits during the subdivision review. He said one of the reasons why that happens is because the town did away with inventory questionnaires years ago. He explained that the inventory forms, filed out by property owners, would help the town to keep track of how many dogs a property owner has, how many building on the property and other similar information. He said the person who fills out the form signs it and is under the penalty of perjury if there's misinformation on the form. He said using the inventory sheet might clear up some of the problems with people building without permits. He said he thought the board might want to make a recommendation to the town to see if that could be reinstated. Don H. said it might be a good idea. Tara K. said it might be a good idea to help keep track of dogs. She said there is distemper back in the area from foxes and so many people are not getting their dogs vaccinated. One of the reasons to tax dogs is to make sure they get vaccinated.

Howard H. had a second question regarding the procedure for having plans recorded and how it works. He asked if the plans go to the selectboard's office after they're approved and who does the recording.

Ed B. said he, as the clerk, takes the signed mylars to the registry of deeds. Two copies of the signed plans are left in the town office, one for the mapper and one for the assessor and one for planning board. Howard H. said he did a subdivision of his property for the bus garage. He said the subdivision went through two tax billing cycles without being separated. Howard H. said he went in to the town office to ask about it. It was done almost a year after it was recorded and when he asked about it. Jo L. said the town missed it. He said he also mentioned about a parcel of land on Brown Hill that has been subdivided five times, but only two have been recorded. He said as the town looks at its budget and reviews expenditures, he wonders how many other subdivisions that could potentially bring more money into the town have been missed. Howard H. said he wondered how much good it does for the planning board to review items if property changes are never recorded.

Ed B. said he believes the town was having some issues with a previous assessor and that has since been changed.

#### **o12. Comments of the Clerk**

None

#### **13. Comments of the Planning Board**

Tara K. said she had a question about the tower in Dark Hollow. She said T-Mobile has built on the tower as they said they would, but the "word on the street" is they are not turning it on because the town hasn't given them permission to do it. In discussing the question, the board determined no one on the Planning Board has said it couldn't be turned on. There was some speculation that the Woodsville Precinct may be holding it up because they had asked to be in the loop of the proposal because it's partly in the Woodsville precinct. There was no resolution to the issue.

Tara K. also commented that she was very glad to see Mike B. as the selectboard's representative on the planning board.

Mike B. said he appreciates all the hard work everyone connected with the planning board does. He also said the board should delay its reorganization until the next meeting when Mike Simpson is present. Don H. asked that a special notice to the board be sent out long before the meeting reminding everyone that there will be an election off officer held at the beginning of the meeting.

Mike B. also said he asked an attorney from the New Hampshire Municipal Association if it was OK for the clerk to serve as an alternate to help make a quorum. Mike B. said the lawyer initial said it was a good idea. However, after Mike B. called back for some additional information, the same lawyer had second thoughts and said it is probably not a good idea for the clerk to be the alternate. Mike B. said he thought it was an awesome idea, but the NHMA lawyer changed his mind. Mike B. said also talked with a former NHMA lawyer, Bernie Waugh who said he has no issues with paid clerk being an alternate. Don H. asked Mike B. to ask the selectboard how they feel about the clerk being an alternate on the planning board.

**14. Other**

None

**15. Adjournment/Next Regular Meeting**

Don H. asked for a motion to adjourn which was offered by Mike B and seconded by Tara K The vote was unanimous. The meeting concluded at 8:20.

The next meeting scheduled meeting is April 26, 2016.

Respectfully submitted,  
Ed Ballam, Planning Board Clerk