

Haverhill Planning Board Minutes May 26, 2015

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

1. Call to Order

The meeting was called to order at 7:00 by Chairman Don Hammond

Planning Board members present:

Don Hammond

Mike Bonanno

Bill Daley

Tom Friel

Mike Simpson

Tara Krause was excused

Clerk Ed Ballam present

Members of the public included: David Martella

2. Designation of Alternates

No alternates to designate

3. Agenda Approval

Tom F. made a motion to approve the agenda, seconded by Mike S. the vote was unanimous.

Mike B. made a motion to go to item 9 on the agenda to accommodate David Martella with a voluntary lot merger. Seconded by Mike S. The vote was unanimous.

Number 9 was taken out of order Don H. reviewed David M.'s application, which he hand delivered at the meeting. Don H. said he saw no problem with the application and passed it to the other planning board members. There was discussion about the size of the lot which was estimated at approximately 2.5 acres.

Don H. asked for a motion on the voluntary lot merger of David M., identified as Map 204, lots 201 and 202, on Hanover Drive in Mountain Lakes. Mike B. made a motion to approve the voluntary merger, seconded by Mike S. The vote was unanimous. David M. paid the \$13 fee in cash and Chairman Don Hammond signed the merger.

Don H. said that while the board was considering voluntary lot mergers, it should consider the one submitted by George Cook, for property on Country Land Drive, Map 417 Lots 120 and 121.

After reviewing the application and the tax map, Mike S. made a motion to approve the voluntary merger. The motion was seconded by Mike B. The vote was unanimous. Chairman Don H. signed the original.

4. Approve Minutes of Previous Meeting

Tom F. said he had a couple of minor clarifications he would like to have reflected in the minutes. On page 8, section 10, fourth paragraph down, the paragraph says "Tom F. said he believed Benedict's Way is a Class VI road and building permits on Class VI roads go before the planning board for recommendation and then it goes to the selectboard." He would like to have the word "considered" added to read "Benedict's Way is CONSIDERED a Class VI road..."

Tom F. said he had his own audio recording to prove that's what he said and was prepared to play it. Don H. said it wasn't necessary.

Mike B. made a motion to approved the minutes with the correction and it was seconded by Tom F. The vote was three to one abstention, Mike S. who left the meeting at 7:30 on April 28.

5. Scheduled Public Appearances previously scheduled.

None

6. Correspondence/Communications

Ed B. said T Mobile has sent a notice to the town indicating the company wants to put an antenna on the monopole in Dark Hollow, just off Route 10 north of the Grafton County complex. In consultation with Town Manager Glenn English, Ed B. said he determined it was best to hold a site plan review when the application is submitted. He said the letter from T-Mobile was just for information and required no action by the board.

7. Reports of Committees

None

8. Pending Business

Subdivision revision on going... Ed B. distributed hard copies of the subdivision regulations on oversized paper for the board to review and mark up with any revisions needed. Don H. asked that each member review it as "homework" and be prepared to discuss them at the June meeting. Mike S. said the board should dedicate a half hour at each meeting to go through all the regulations until the review is complete.

9. New Business (Applications)

See above

10. Other New Business

The board discussed a request for review and comments on a building permit on Benedict's Way, which is a private road. The application was submitted to the town by Norman Pronovost for property at Tax Map 414, Lot 3.

Tom F. said he brought up the question of site distance on Benedict's Way at the intersection with Brushwood Road. He said when he went out and looked at it previously it was wintertime and there was no way to tell where the dirt was and where the snow was. That's why Tom F. said he thought there was an issue with a short sight distance to the north coming out of Benedict's Way. He said he has since gone up, looked the area over without snow and said he now believes there is no problem with the sight distance.

Don H. said he also went out and looked and did notice drivers will have to be almost to Brushwood Road to see sufficiently down over the hill of Brushwood Road.

Tom F. said he no longer thinks there's an issue with the sight distance and has outlined his findings in a report to the selectboard. He said he made a point of the sight distance with Jeff Elliot's building permit application and he just wanted to point out his findings as the planning board considered another application.

Ed B. said Jeff Elliot's building permit application was for lot 109.6. There was discussion about maintenance of the road and the applicant's agreement to maintain 212 feet of Benedict's Way as indicated on a Google Earth map attached with the application. Don H. said he appreciated the applicant's willingness to maintain his portion of the road.

Don H. said the board was only going to offer its observations and opinions and the selectboard would make the final decision. Ed B. affirmed Don H.'s comments, adding that to review and comment was the board's role in the application process.

Don H. said the road is paved and it will be the town's responsibility to figure out who will maintain what on the road.

Mike S. said he did not see any issues with the application. Don H. agreed and Mike B. also said there were no issues with the application.

Don H. said he did notice the crack in the road when he went out and looked at the road and the lots. He said the crack is huge. Tom F. said that crack has been an issue with the selectboard. Don H. said it is on the Brushwood Road side of the circle. Tom F. said that makes it an issue with Natalie Martel's portion of the subdivision. Don H. said he hopes the town will make sure that crack gets fixed before the town takes it over for maintenance.

By consensus, the board said there were no issues with the building permit application and the letter to the selectboard would simply say the board has reviewed the building permit application and finds no issues.

Also under new business, Don H. said he was aware that Bill Daley had resigned from the planning board. Ed B. confirmed the receipt of the letter which was forwarded to the selectmen. Ed B. apologized for not providing the board members with a copy, but it was sent as a scanned, signed image via email to his personal address and the computer upon which it was received is home and he did not have immediate access to it. Ed B. summarized the letter to his recollection and added that it was accepted by the Haverhill selectboard at a previous meeting. Tom F. said to just keep it simple and say Bill D. resigned and the selectboard accepted it.

Don H. said it's challenging to keep people's interest. He said when he first was appointed to the board, the board was busy having two meetings a month. Tom F. added the meetings were busy with lots of applications.

11. Public Appearances (Not Previously Scheduled)

None

12. Comments of the Clerk

Ed B. said he told the board he was considering resigning as clerk at the last meeting and he said he is still considering it. One of the reasons he said he was still working as clerk was due to the pending application from T-Mobile. Ed B. said Town Manager Glenn English asked him to stay on at least until that application had been heard and he agreed. He said Glenn E. asked him to stay on as PB clerk and ZBA clerk. Ed B. said he was still torn about staying on as clerk. He

said he felt there were members of the board dissatisfied with his work and he had received one review that said his work was unacceptable. Ed B. said if the board is not satisfied with his work, it is probably best that he resign. Don H. said he doesn't believe there is anyone on the board that doesn't appreciate Ed B.'s work. Don H. said he believes Ed B. does an excellent job as clerk and he would hate to see him resign. Don H. said he has been on the Planning Board for a long time and he said Ed B. is one of the best clerk's the board's had.

Ed B. said he's not perfect and he's aware the minutes are not timely. He said people have commented about files piled on the planning board's desk, but he knows where everything is and can usually produce it when asked.

Mike S. said using his human resources skills he wants to retain Ed B. He said Ed B. is more than a clerk with knowledge of procedures and history. Mike S. said Ed B. is valuable to the planning board.

Tom F. said he agreed with all the comments being made, but he has heard complaints about minutes being late. He said he hears it all the time from the office staff. That's where the problem is, he said. Tom F. also said that Ed B. is a major asset to the board and everyone recognizes. He said the biggest problem is the minutes getting in on time. Ed B. said he tries to get them done quickly. He also said if the town had a request for the minutes, it has five days to produce them, but state statute. He said it's not ideal, but it gives the town some cover. The office staff could then call Ed B. who could get them done quickly. He said he would try to do better in the future and it's not his intent to flaunt the statute. Ed B. said he knows the office staff takes heat for late minutes and it's not their fault and he's sorry they take the heat. He said he has a lot going on and it's difficult to get them done in five days. They are always done by the next meeting.

Ed B. said he would think about his resignation. Don H. said he hoped Ed B. would reconsider a resignation. He said he feels the board would be lost without him. Tom F. said he concurred with Don H., but the minutes need to be addressed.

Mike B. said he believes the conversation should have been done in a non-public session because it was a personnel issue. Mike S. concurred. Ed B. said he was OK with it being discussed in public. He said there are no secrets and, in most cases, it's the employee's decision on whether personnel issues are discussed in public. He said he has no issues with the discussion that just took place being public. Mike B. said he wants Ed B. to stay on board as he brings a lot of value to the board.

13. Comments of the Planning Board

Don H. said the board had made them in conversations with the Clerk's comments. Mike S. said he wanted to make one more impassioned plea for Ed B. to stay on. He said he relies on Ed B. He said another clerk might be able to produce minutes quicker, but there's much more to the job than just producing minutes. He said he would rather have someone with experience and knowledge than a note taker. Mike S. said Ed B. is more than a clerk.

14. Other

15. Adjournment/Next Regular Meeting

Mike B. made the motion to adjourn the meeting at 7:47 p.m., seconded by Mike S. The vote was unanimous.

The next meeting is on June 23, 2015.

Respectfully submitted,
Ed Ballam, Planning Board Clerk