

**Town of Haverhill  
PLANNING BOARD and  
AIRPORT ZONING COMMISSION  
JOINT Public Hearing  
MINUTES  
Tuesday, January 24, 2023, at 5:00 PM  
J.R. Morrill Building  
2975 Dartmouth College Hwy.  
No. Haverhill, NH 03774  
And on Zoom**

**Tuesday, January 24, 2023**

**AIRPORT ZONING COMMISSION**

**CALL TO ORDER:**

Chair Susie Tann called the meeting to order at 5:00 PM.

**ATTENDANCE:**

Cliff Batchelder (Here), Ralph Crosswell (Absent), Mike Graham (Absent), Matthew Bjelobrck (Here), Chair Tann (Here), and Miguel Vasconcelos (Excused).

**Visitors:**

John Nelepovitz, Kevin Knapp, Vickie Wyman, Joe Longacre, Donnie Hammond, Gary Hebert, Paul Hayes (*Caledonian Record*; online).

**PUBLIC HEARING**

Chair Tann read the Public Hearing NOTICE.

**MOTION #1:**

Bjelobrck made the motion, seconded by Batchelder, to open the Public Hearing at 5:01 PM.

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

**Discussion:**

Chair Tann first addressed the question raised by Hammond about the term *zoning* in the title of the regulations. Chair Tann noted that the term relates to the zones or protected airspace, which is specific to the airport.

Bjelobrck identified a grammatical error on p. 8. Hebert noted a diagram correction on p. 7, B.

Chair Tann asked for additional comments from the Commissioners and any other comments from the public. None were offered.

**MOTION #2:**

Bjelobrck made the motion, seconded by Batchelder to close the Public Hearing at 5:12 PM.

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

**MOTION #3:**

Bjelobrck made the motion, seconded by Batchelder to approve and accept the *Airport Zoning Regulations* as presented.

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

**MOTION #4:**

Batchelder made the motion, seconded by Bjelobrk, to Adjourn the meeting at 5:14 PM.

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

**PLANNING BOARD**

**CALL TO ORDER:** Chair Hebert called the meeting to order at 6:00 PM.

**ATTENDANCE:**

Vice Chair Nelepovitz (Here), Joe Longacre (Here), Vickie Wyman (Here), Kevin Knapp (Here), Donnie Hammond (Here), and Chair Hebert (Present). A quorum was met.

**Town Employees Present:**

**Board Clerk:** Joanna Bligh

**Visitors in Person:**

Matt Bjelobrk, Harry Burgess, Joe Longacre.

**Visitors Online:** June Garneau, Olin Garneau, Paul Hayes (*Caledonian Record*).

**DESIGNATION OF ALTERNATES (if necessary):** None.

**AGENDA APPROVAL**

**MOTION #1:**

Wyman made the motion, seconded by Knapp, to approve the Agenda as written.

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

**PUBLIC HEARING**

**Hearing Notice**

Chair Hebert read the Public Hearing NOTICE.

**MOTION #2:**

Wyman made the motion, seconded by Knapp, to open the Public Hearing at 6:01 PM.

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

**Airport Zoning Regulations**

- Chair Hebert noted that at the last Public Hearing, the Planning Board did not adopt the *Airport Zoning Regulations* because of the many revisions that were needed. Chair Hebert asked for questions or comments from the Board or from the public, and there were none.

**MOTION #3:** Wyman made the motion and Knapp seconded the motion to close the Public Hearing at 6:04 PM.

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

**VOTE**

**MOTION #4:** Wyman made the motion and Vice Chair Nelepovitz seconded the motion to approve the *Airport Zoning Regulations* as presented to be submitted to the Select Board for their review and approval.

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

## **PENDING BUSINESS**

### **Building Permits**

- Building Permit; Jay Wolter, P.O. Box 325, Orford, NH 03777; 121 Wolter Way, Pike, NH 03780 (private road), Map 421, Lot 109; three identical cabins to be built on a 77-acre lot.
  - Vice Chair Nelepovitz commented that a wetlands permit is needed, and items were answered incorrectly on p. 3 #5 (Sludge) and #6 (Airport Ordinance).
  - Hammond noted that it is on a private road, and the applicant needs to come to the meeting.
  - Wyman stated that there is more than one residential dwelling proposed.
  - Chair Hebert noted that the purpose is not filled out. It is a subdivision and needs an application for a subdivision. The Board cannot deny, it can only recommend.
  - Knapp noted that 100-amp service is needed.
- Building Permit; Mohamad Amer, 376 Milford St., Burlington, CT 06013; 147 Windgate Terrace, Mt. Lakes, NH 03765; Map 204, Lot 147; new 3-bedroom construction.
  - Vice Chair Nelepovitz stated that this is in Mt. Lakes and their approval is needed.
  - Wyman noted that the village district approval is not listed on the form.
  - Hammond noted that no contractor is listed.
  - Chair Hebert stated that as Building Permits come to the Planning Board, these issues will come up each time.

## **NEW BUSINESS**

- Preliminary Review, Lot Line Adjustment; Charles and Sheila Pickering, 2875 and 2877 Mt. Moosilauke Hwy, Pike, NH 03780; Map 421, Lots 72,75; Harry Burgess, agent.

Harry Burgess, agent, provided the Board with maps and highlights of the application. Burgess noted that the brook and ditch within the .09 acres of Lot 72 drains his flatlands in Lot 75, which he owns, and he wishes to have control of that waterway. His plans are to sell the lot once the Lot Line Adjustment is done.

- Chair Hebert noted that the applicant is turning a regular lot line into an irregular lot line.
- Hammond asked about other land that Mr. Pickering owns.
- Wyman read from the *Subdivision Regulations* noting that “long narrow irregular lots shall not be accepted or approved by the Planning Board, especially if it creates unusable, inaccessible areas of land.”
- Hammond stated that the Board should not rule this Lot Line Adjustment out.
- Chair Hebert stated that the Board should go forward with this application, and the Regulations section can be changed from “shall” to “should.”

## MASTER PLAN

June Garneau, consultant, asked for comments on Chapter 2, Transportation. The members offered many revisions, especially about the roads passing through Haverhill vs. the NH DOT labels and statistics.

Bjelobrk offered information about the airport – 12 aircraft permanently hangered at the airport in 6 hangars. Garneau asked for the Board to create the goals at the end of the chapter. Wyman added Shuttle Service to “Other.” Chair Hebert recommended removing items #5, 6, and the sidewalk section from the goals.

## MINUTES of PREVIOUS MEETINGS

**MOTION #5:** Wyman made the motion and Knapp seconded the motion to approve the **December 27, 2022**, meeting minutes as written.

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

**MOTION #6:** Wyman made the motion and Vice Chair Nelepovitz seconded the motion to approve the **January 10, 2023**, meeting minutes as written.

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

**COMMENTS BY TOWN STAFF:** None.

## COMMENTS BY BOARD MEMBERS:

- **Hammond:** None.
- **Vice Chair Nelepovitz:** None.
- **Wyman:** None.
- **Knapp:** None.
- **Alternate Longacre:** As a reminder, Longacre commented that if a Public Hearing is to be recessed in the future, the Board needs to identify a “date certain,” so that the Hearing does not need to be re-warned.
- **Chair Hebert:** Code of Conduct – Chair Hebert revisited an event during the November 2022 Planning Board meeting in which Clerk Bligh was berated by a Board member. Chair Hebert apologized for not intervening at the time, but has now prepared a Code of Conduct for Board members towards Town staff and the public. Chair Hebert noted that the document, which he read, was taken from the Town’s Personnel Policies Handbook. The Code of Conduct will be inserted into the Planning Board’s *Rules of Procedure* and voted on at the March 2023 meeting.

**MOTION #7:** Wyman made the motion and Vice Chair Nelepovitz seconded the motion to approve the **Code of Conduct** as presented.

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

## NEXT MEETING:

- Planning Board regular meeting, **Tuesday, February 28, 2023**, at 6:00 PM.

## ADJOURN:

