

**Town of Haverhill
PLANNING BOARD
PUBLIC HEARING
Minutes
Tuesday, October 24, 2023, at 6:00 PM
R.E. Clifford Memorial Building
65 South Court St.
Woodsville, NH 03785
And on Zoom**

Tuesday, October 24, 2023

CALL TO ORDER:

Acting Chair Donnie Hammond called the meeting to order at 6:00 PM.

ATTENDANCE:

Kevin Knapp (Here), John Nelepovitz (Here), Acting Chair Donnie Hammond (Here). A quorum was met.

Town Employee Present:

Board Clerk: Joanna Bligh

Visitors in Person:

Harry Burgess
Jennifer Martel
Joseph P. Martel
C.V. Elms
Shannon Clough
David Locke
April May Preston Elms

Visitors Online: None.

DESIGNATION OF ALTERNATES (if necessary): None.

AGENDA APPROVAL

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

- By email, Town Manager Codling asked to remove the discussion of the Master Plan from the Agenda.

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

PUBLIC APPEARANCES (previously scheduled): None.

PUBLIC HEARINGS

Public Hearing #1 (Locke's subdivision)

MOTION #2: Nelepovitz made the motion and Knapp seconded the motion to enter Public Hearing #1.

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

- Minor Subdivision (Map 413, Lot 15.1), Benton Rd., No. Haverhill, for David Locke, Jr., 24 Stoddard Dr., No. Haverhill, NH 03774; Harry Burgess, agent.

Acting Chair Hammond introduced Harry Burgess, agent for Dave Locke, Jr. Burgess stated that the parcel on Benton Rd. and Clark Pond Rd. Locke would like to divide into three lots (Lots 15.1A, 15.1B, and 15.1C). Burgess noted that the lots have been perc tested, will be on Town water, are essentially level land except for 15.1C that slopes downhill, and has a subdivision permit from the State of NH.

Acting Chair Hammond asked for any comments or questions from the Board and from the public, and there were none.

MOTION #3: Knapp made the motion and Nelepovitz seconded the motion to exit Public Hearing #1.

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

Board Vote

MOTION #4: Knapp made the motion and Nelepovitz seconded the motion to approve the Minor Subdivision (Map 413, Lot 15.1) for Dave Locke, Jr.

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

Signatures were obtained for the mylar, the Notice of Decision, and the paper maps. Clerk Bligh clarified for the attendees the process of recording the mylar plan at the Registry of Deeds, which includes obtaining recording fees from the applicants.

Public Hearing #2 (Elms' subdivision)

MOTION #5: Knapp made the motion and Nelepovitz seconded the motion to enter Public Hearing #2.

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

- Minor Subdivision (Map 414, Lot 69), County Rd., No. Haverhill, NH, for Charles Elms III, 37 Petticoat Lane, No. Haverhill, NH 03774; Harry Burgess, agent.

Acting Chair Hammond introduced Harry Burgess, agent for Charles Elms III. Burgess stated that Elms is seeking approval for a subdivision of 1.97 acres from a 47 acre parcel on County Rd. Burgess noted that the lot has been perc tested, there is a subdivision permit from the State, and a septic system is proposed.

Acting Chair Hammond asked for any comments or questions from the Board and from the public, and there were none.

MOTION #6: Nelepovitz made the motion and Knapp seconded the motion to exit Public Hearing #2.

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

Board Vote

MOTION #7: Nelepovitz made the motion and Knapp seconded the motion to approve the Minor Subdivision (Map 414, Lot 69) for Charles Elms III.

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

Signatures were obtained for the mylar, the Notice of Decision, and the paper maps. Clerk Bligh clarified for the attendees the process of recording the mylar plan at the Registry of Deeds, which includes obtaining recording fees from the applicants.

Public Hearing #3 (Martel's Lot Line Adjustment)

MOTION #8: Knapp made the motion and Nelepovitz seconded the motion to enter Public Hearing #3.

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

- Lot Line Adjustment (Map 414, Lots 15 and 15.3), Brushwood Rd., No. Haverhill, for Joseph P. Martel, 11 Beech St., Woodsville, NH, and Natalie Martel Estate, 335 Brushwood Rd., No. Haverhill, NH; Harry Burgess, agent.

Acting Chair Hammond introduced Harry Burgess, agent for Joseph Martel. Burgess stated that 2.85 acres is to be annexed from Lot 15 to Lot 15.3. Lot 15 will decrease to 8.04 acres. Acting Chair Hammond asked if the applicant was aware that Lot 15 will have to come out of current use being under 10 acres. The Martel's confirmed that they understood.

Acting Chair Hammond asked for any comments or questions from the Board and from the public, and there were none.

MOTION #9: Nelepovitz made the motion and Knapp seconded the motion to exit Public Hearing #3.

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

Board Vote

MOTION #10: Nelepovitz made the motion and Knapp seconded the motion to approve the Lot Line Adjustment for Joseph Martel (Map 414, Lots 15 and 15.3).

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

Signatures were obtained for the mylar, the Notice of Decision, and the paper maps. Clerk Bligh clarified for the attendees the process of recording the mylar plan at the Registry of Deeds, which included obtaining recording fees. All applicants—Dave Locke, Joseph Martel, and Charles Elms—paid the Grafton County Registry of Deeds recording fees of \$51 each at the meeting and received receipts for cash transactions.

NEW BUSINESS

Building Permits

- **David Thomson, 101 Tree Top Estates, Woodsville, NH 03785; 28 feet x 40 feet modular home (Map 402, Lot 100.001).**

Comments by the Board:

Acting Chair Hammond: No comment.

Nelepovitz: No comments.

Knapp, ex officio: No comment.

- **Frederick Pow, 245 Hedges Pond Rd., Plymouth, MA; one-story log home (Map 209, Lot 144).**

Comments by the Board:

Acting Chair Hammond: No comment.

Nelepovitz: No comments.

Knapp, ex officio: No comment.

MASTER PLAN

The members briefly discussed the current Master Plan DRAFT and briefly reviewed the edits prepared by Clerk Bligh and responded to by Garneau, Master Plan writer. The members approved the continuation for Clerk Bligh to edit and proofread the current version (dated 10-9-23) and any more recent versions of the Master Plan.

Acting Chair Hammond recommended that the Town withhold final payment to the writer until all the revisions are complete and the Board has an opportunity to review all chapters and appendices.

MINUTES APPROVAL

MOTION #11: Nelepovitz made the motion and Knapp seconded the motion to approve the minutes from **September 26, 2023**, as written.

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

CORRESPONDENCE: None.

COMMENTS BY TOWN STAFF:

- Acting Chair Hammond read the following: The Town's website has been updated with Planning Board documents: Subdivision Regulations 2023, Flood Prone Area Ordinance

