

**Town of Haverhill  
PLANNING BOARD  
Meeting Minutes  
Tuesday, October 25, 2022, at 6:00 PM  
J.R. Morrill Building  
2975 Dartmouth College Hwy.  
No. Haverhill, NH 03774  
And on Zoom**

**Tuesday, October 25, 2022**

**CALL TO ORDER:**

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

**ATTENDANCE:**

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

**Town Employees Present:**

**Assistant Town Manager (ATM):** Jennifer Boucher

**Board Clerk:** Joanna Bligh

**Visitors in Person:**

Joe Longacre  
Jennifer Impey

Harry Burgess (Pioneer Land Surveying)  
Valerie Morse

**Visitors Online:**

Barbara and Seth Stanfield

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

**AGENDA APPROVAL**

**MOTION #1:** Wyman made the motion and Vice Chair Nelepovitz seconded the motion to approve the Agenda as written.

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

**PUBLIC HEARING:** None.

**PUBLIC APPEARANCES (previously scheduled):** None.

**PENDING BUSINESS:** None.

**NEW BUSINESS:**

**Voluntary Merger; Seth and Barbara Stanfield; Map 403, Lots 21, 22 (388 Lakeside Drive [Mt. Lakes], Woodsville)**

Chair Hebert introduced the Stanfield's who were online to describe their Voluntary Merger application. Seth Stanfield stated that he and his wife own both parcels, and he wants to build a

shed, which will impact the current boundary line. Merging the two lots will give him more space to build.

ATM Boucher noted that the merged parcel will be known as Lot 22 because that is where the home is located.

Chair Hebert asked for comments or questions from the Board, and there were none.

**MOTION #2:** Wyman made the motion and Knapp seconded the motion to approve merger of Map 403, Lots 21 and 22, 388 Lakeside Drive (Mt. Lakes), Woodsville; Seth and Barbara Stanfield, applicants.

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

**Lot Line Adjustment (preliminary review); Terry Impey, Map, 413, Lots 21, 22 (71 West Side Drive, No. Haverhill); Harry Burgess, agent.**

Chair Hebert introduced Harry Burgess, surveyor, to describe the Impey's lot line adjustment and subdivision. Burgess explained the lot line adjustment as moving the line from Lot 20 to add 0.62 acres to Lot 21. The subdivision divides the resulting lot into 1.07 and .77 acres.

Vickie Wyman asked to recuse herself from the discussion and vote.

Chair Hebert asked about the sequencing of this application and there are numerous actions in one application. Vice Chair Nelepovitz echoed those concerns stating there should be two separate applications. ATM Boucher stated that the lot line adjust to form Lot 21 would occur first, then the subdivision of Lot 21.1.

**MOTION #3:** Vice Chair Nelepovitz made the motion and Knapp seconded the motion to accept the application as complete for the lot line adjustment and subdivision for Terry Impey, applicant; Map, 413, Lots 21, 22; 71 West Side Drive, No. Haverhill.

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

Clerk Bligh noted that the Public Hearing for the Impey's application will be held at the next regularly scheduled Planning Board meeting on Tuesday, November 22, 2022.

**MASTER PLAN:**

Chair Hebert opened the discussion by the Board members to address the Master Plan cover and Chapter 5, Housing and Population.

**Master Plan Cover**

The Board asked for the Alumni Hall top right picture to have the power lines and some of the leaves removed.

The Board asked for the images on the cover to be labeled and to insert in small print under each image, as follows:

- Top left – Haverhill-Bath Covered Bridge
- Top center – James R. Morrill Town Administration Building

- Top right – Alumni Hall, Haverhill Corner
- Middle left – Mountain Lakes
- Middle right – Railroad Park, Woodsville
- Bottom left – North Haverhill Fair 2022
- Bottom middle – Woodsville High School, Woodsville
- Bottom right – Bedell Bridge State Historic Site, Haverhill Corner

## **Chapter 5, pages 57 to 69**

The Planning Board provided these edits for Chapter 5, pages 57 to 69, which are listed as follows:

- Pages 57, 58; delete text on both pages and include the entire Community Survey in the appendix.
- Page 61, Gross Rent chart, “Occupied units paying rent” row, correct the cells under Percent columns.
- Page 62, Mortgage status chart, “Owner-occupied units” row, correct cells under Percent columns.
- Page 62 and following, Senior Housing; change “elderly” in all uses to “senior.”
- Page 62 and global; when describing seniors’ facilities, most facilities care for disabled clients of all adult ages, not just seniors.
- Page 62, Facility chart, add additional senior/disabled housing facilities – Opera Block and Veterans Inc., 14 Maple Street, Woodsville.
- Page 62, footnote 33, Merriam-Webster.
- Page 67, paragraph 1, line one – “There are 551 vacant housing units...” seems to be a misprint. The members asked for confirmation of that number.
- Page 69, Remove all GOALS, and the Board will write their own.

Additional discussion:

Chair Hebert suggested that the Board invite the district commissioners or district Planning Board members to discuss the Haverhill Master Plan topics.

## **NEW ORDINANCES**

### **Short-Term Rentals**

#### ***Discussion:***

- Chair Hebert commented that Haverhill should avoid this ordinance.
- Wyman discussed the Select Board meeting where short-term rentals (STR) was brought up. Wyman noted that STRs cannot be monetized by the Town. The rentals bring tourists into the community where they spend their money. Wyman noted that there are 28 STR in Mt. Lakes, and there are many lawsuits resulting from attempting to regulate STRs, which the town lose.
- Vice Chair Nelepovitz asked how enforcement could be implemented.
- Knapp suggested removing it from further discussion.
- Hammond recommended asking the Town’s attorney for an opinion.

**MOTION #4:** Knapp made the motion and Wyman seconded the motion NOT to adopt the Short-Term Rental ordinance for Haverhill.

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

### **Junk**

After discussion among the members citing the costs to the Town of cleaning up junky yards, including no restitution by the Town; the devaluation of homes adjacent to junky yards; and the health and environmental effects of junky yards, the members agreed to table this ordinance until the Town Manager provides a document for review.

### **Flood Plain**

The members reviewed the Town Ordinance *Flood Prone Area Ordinance (2007)*. ATM Boucher provided the background noting that FEMA visited the Town and cited that this ordinance was not in compliance. FEMA provided a revised, marked-up version for Board members' review. Chair Hebert noted that these corrections need to go before a Public Hearing before January 12 and will be voted on at Town Meeting 2023. The revised document will be on the Planning Board Agenda at the November 22 meeting for a vote.

### **MINUTES APPROVAL**

**MOTION #5:** Knapp moved, and Wyman seconded the motion to approve the Meeting Minutes from **September 27, 2022**, as written.

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

**MOTION #6:** Wyman moved, and Vice Chair Nelepovitz seconded the motion to approve the Public Hearing Minutes from **October 11, 2022**, as written.

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

**CORRESPONDENCE:** None.

### **COMMENTS BY TOWN STAFF:**

- **Revised *Subdivision Regulations*.** Clerk Bligh announced that the revisions to the document will be discussed at the November 22nd meeting and will be available to the members in advance.

### **COMMENTS BY THE BOARD:**

**Vickie Wyman:** Wyman addressed Don Hammond's bad behavior at the last meeting noting that it was not good for the public to see and hear, and respectful behavior among members is necessary at a public meeting.

**Kevin Knapp:** No comments.

**Vice Chair Nelepovitz:** No comments.

**Alternate Longacre:** Longacre noted that in setting the criteria for gravel pit permits in Haverhill, water measurements were to be done annually, and the Blaisdell pit is due. Longacre

