

**HAVERHILL PLANNING BOARD
MINUTES
Tuesday, November 26, 2024, at 6:00 PM
J.R. Morrill Building, 2nd fl.
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
Or on Zoom**

Tuesday, November 26, 2024

CALL TO ORDER

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

ATTENDANCE

Vice Chair Vickie Wyman (Here); Matt Bjelobrk (Here); Carolyn Hofmann, Conservation Commission liaison (Here; online); John Nelepovitz (Here); Joe Longacre, ex officio (Here); Chair Donnie Hammond (Here); and Julie Harris, Alternate (Here). A quorum was met.

Town employee:

Joanna Bligh, Board Clerk (Present)

Visitors in person:

Harry Burgess
Tom Smith
Jennifer Martel
Steven Gaines
John Aldrich
Todd Aldrich
Samantha Olsen
Ryan Olsen

Visitors online:

Brian McElwee
Carolyn Hofmann

DESIGNATION OF ALTERNATES: N/A

AGENDA APPROVAL

MOTION #1: Vice Chair Wyman made the motion, seconded by Bjelobrk, to approve the Agenda as written.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

PUBLIC HEARING #1

Chair Hammond asked for a motion to enter the Public Hearing.

MOTION #2: Vice Chair Wyman made the motion, seconded by Bjelobrk, to enter the Public Hearing.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

- **Lot Line Adjustment;** Steven and Kristina Gaines, 43 Ralston Rd., Woodsville, NH (Map 422, Lot 122) and Laura and Ethan Sjolander, 22 Brill Hill Rd./132 Westview Dr., Woodsville, NH (Map 422, Lot 123); Jacob Burgess, agent.

Chair Hammond introduced Harry Burgess, agent to the Gaines's, for his comments.

Burgess stated that this application is for a lot line adjustment to transfer .03 acres from the Sjolander's to the Gaines's -- the details of which were discussed at the Preliminary Review with the Planning Board at the September 24th meeting.

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

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

MOTION #3: Vice Chair Wyman made the motion, seconded by Bjelobrk, to exit the Public Hearing.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

Board Vote

MOTION #4: Vice Chair Wyman made the motion, seconded by Bjelobrk, to approve the Gaines and Sjolander Lot Line Adjustment, as presented.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

PUBLIC HEARING #2

Chair Hammond asked for a motion to enter the Public Hearing.

MOTION #5: Longacre made the motion, seconded by Bjelobrk, to enter the Public Hearing.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

- **Minor Subdivision;** Joseph Martel, 11 Beech St., Woodsville, NH 03785 (Map 414, Lot 15.3, Brushwood Rd.), Harry Burgess, agent.

Chair Hammond introduced Harry Burgess, agent to Joseph Martel, for his comments.

Burgess stated that this application is for a three-lot subdivision of 5.0 acres on Brushwood Rd. Burgess noted that the perk test was done on November 11th showing dry gravel. The details of the minor subdivision were discussed at the Preliminary Review with the Planning Board at the October 22nd meeting.

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

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

- Vice Chair Wyman asked about the deeded easement or private drive, and Smith replied Aldrich owns the land under the easement and the easements for the new lots will be in the deeds. Bjelobrk noted that the easement land is part of Aldrich’s Lot 15.
- Nelepovitz asked about the septic easement, and Smith replied that there is not capacity at the Woodsville treatment plant for home construction septic systems to hook up.
- Smith noted that the driveway permit for the State requires a change-of-use designation for the subdivisions.

MOTION #9: Bjelobrk made the motion, seconded by Vice Chair Wyman, to accept the Aldrich Minor Subdivision to be heard at the Planning Board’s Public Hearing on Tuesday, December 17, 2024, pending permitting by the NHDES for subdivisions less than 5 acres.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

OLD BUSINESS: None.

COMMENTS BY TOWN STAFF:

- RSA 676:4, I(d)(1): “Verified mail” definition RSA21:53 states that only the sending of the certified mail notice to abutters must be verified; therefore, there is no requirement for return receipt saving the Town \$4.10 per abutters’ letter. Recommend that this be instituted immediately.

MOTION #10: Bjelobrk made the motion, seconded by Vice Chair Wyman, to approve the change in the Planning Board applications for land the use Fee Schedule for abutters’ letters by “verified mail.”

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

- Charging the applicant the fee for newspaper Public Hearing submission (~\$35 to \$55) [RSA 676:4, I(d)(1)], which will require a change to the Fee Schedule form. Recommend that this be instituted immediately.

MOTION #11: Vice Chair Wyman made the motion, seconded by Bjelobrk, to approve the change to the Planning Board land use Fee Schedule to include payment by the applicant for the costs of Public Notices printed in the newspaper.

- Bjelobrk stated that these change in fees must be approved by the Select Board before instituted.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

- NHDES 5-Year Progress Plan for Rt. 25 Quarry (Map 422, Lot 20) and the North Ledge Pit (Map 422, Lot 20), David and Judy Whitcher, 98 Studio Rd., Warren, NH, owners.
- **Discussion:** There was consensus to file the progress plans from NHDES in the Whitcher’s file.

COMMENTS BY THE BOARD:

- **Bjelobrk:** Wetlands and Aquifer Ordinance follow up from Vermont Law School. Bjelobrk noted that he was unable to make contact.

CORRESPONDENCE: None.

MEETING MINUTES APPROVAL

