

**Town of Haverhill  
PLANNING BOARD  
Meeting Minutes  
Tuesday, November 30, 2021, at 7:00 PM  
R. E. Clifford Memorial Building  
65 South Court St.  
Woodsville, NH 03785  
And on Zoom**

**1. CALL TO ORDER:** Joe Longacre, Vice Chair, called the meeting to order at 7:04 PM.

**Housekeeping Items:**

Longacre stated that this meeting is being audio and video recorded and that anyone in the public who wishes to speak to state their name before speaking.

**Roll Call Attendance:** John Nelepovitz (Here); Howard Hatch, ex officio (Here); Joe Longacre, Vice Chair (Here); Gary Hebert, Chair (Absent); Don Hammond (Excused). A quorum was met.

**Town Employees Present:**

- Jennifer Boucher, Assistant Town Manager
- Joanna Bligh, Planning Board Clerk

**Members of the Public Present:**

**In person:** Harry Burgess, David Long

**Online:** Margo Longacre.

**2. Designation of Alternates:** None.

**3. AGENDA APPROVAL**

- Longacre noted changes to the Agenda – Under New Business, the name of Claire Kalil be deleted from the item, and under Pending Business, the Master Plan visit by June Garneau will take place at the December meeting.

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

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

**4. APPROVAL OF MINUTES FROM THE PREVIOUS MEETINGS**

- Longacre and Nelepovitz offered revisions to the 10-26-21 minutes.

**MOTION #2:** Nelepovitz made a motion and Hatch seconded the motion to approve the Minutes from **October 26, 2021**, as amended.

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

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

**6. PUBLIC HEARING:** None.

## **7. NEW BUSINESS:**

### **Frank Kalil (Map 414, Lot 63) Lot Line Adjustment and Major Subdivision PRELIMINARY REVIEW**

Longacre stated that this is the preliminary review of the Kalil plan and introduced Burgess, surveyor and designee of the applicant. Burgess addressed the Board discussing the history of the 42-acre Kalil lot on Brushwood/County Roads. Burgess continued that the northwestern section of 13.24 acres, Kalil requests subdividing the acreage into three lots, which have had perk tests approved by the state. Burgess presented the state subdivision approval for less than five lots. Burgess discussed how busy Brushwood Road is and the driveway concern for the three buildable lots. Burgess suggested that the proposed Lots 63.1 and 63.2 share a driveway and that lot 63.3 have a single driveway.

Boucher and Burgess discussed the necessity of driveway permits for the lots and that Burgess should meet with the Road Agent to identify what is needed. Boucher stated that before a building permit can be approved, a driveway permit will be needed. Burgess stated that he will meet with the Road Agent. Boucher continued that in Haverhill two lots can have one driveway, but if there are more than two lots, a road needs to be built. The Board discussed the driveway access, and Hatch wished to join the meeting with the Road Agent. Discussion continued. Burgess stated that there are no wetlands in the entire parcel.

Burgess stated that depending on the driveway access, the plat will have to be changed to indicate the new driveways.

Boucher stated that if the Planning Board feels they have enough information from this preliminary review, we can plan a Public Hearing for this application at the December 28th meeting. The Board agreed.

### **Maerder Property Management (Jeff Maerder; Map 413, Lot 102) Minor Subdivision PRELIMINARY REVIEW**

Burgess stated that the Maerder's wishes to subdivide the original 65 acres at 1941 County Road into two lots – 40 acres and 25 acres. Burgess discussed a driveway problem for the Maerder's properties, in that the established driveway passes through a third property, which the Maerder's own, but it creates a problem if there will be a future sale of either of the abutting properties. Burgess suggested that he insert in the plat a proposed right of way and note that it is a problem for any future sale of property. Longacre had no further comments from the Board, and the Board approved the plan for a Public Hearing at the December 28th meeting.

### **Building Permit (Tony and Sarah Dennis, 275 Benedict's Way; Map 414, Lot 109-51)**

The Board reviewed the Dennis' Building Permit. Nelepovitz noted that the current owners purchased the property with a cellar hole, well installed, and a septic system sited.

The Board members offered the following:

Nelepovitz: No comment.  
Hatch: No comment.  
Longacre: No comment.  
Hammond: Absent.  
Hebert: Absent.

## **8. PENDING BUSINESS:**

### **Woodsville Gravel Pit**

Boucher stated that at a recent Select Board meeting, Greg Mathieson informed the Board that he contacted MSHA (Mine Safety and Health Administration) citing safety concerns related to the slope. Boucher stated that at this point, she has no updates, but will follow up.

### **FHL Gravel Pit**

The FHL pit owner, Dave Long, addressed the Board stating that the bond is secured, and he has the state approvals for operation. Long continued that the parcel is 46 acres, but the permitted area is 16 acres with the previous owner working the pit out of the permitted boundary. Long noted that in 2019, the pit was reengineered and approved by the state. Long stated that his proposed plan for the parcel is not for gravel excavation, but for townhouse rentals. He has approval from the state for a shared septic system. Long stated that he is still required to have a reclamation plan.

**MOTION #3:** Hatch made a motion and Nelepovitz seconded the motion to approve the Excavation Permit (#20211130; FHL Property Management) for Dave Long, Lisbon NH.  
**Voice Vote:** All approved, none opposed, none abstained. The motion passed.

The Excavation Permit was signed by the Acting Chair, Joe Longacre. Bligh stated that a copy of the signed document will be sent to Long.

### **Town of Haverhill Subdivision Regulations**

**MOTION #4:** Hatch made a motion and Nelepovitz seconded the motion to table the *Subdivision Regulations* work until the Chair returns to the meetings.

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

## **9. CORRESPONDENCE / COMMUNICATION: None.**

## **10. COMMENTS OF TOWN STAFF:**

- Boucher identified action steps, including following up with the MSHA and Kevin Shelton, Woodsville Administrator, related to the Woodsville pit issues.

## **11. COMMENTS of the PLANNING BOARD MEMBERS:**

**Nelepovitz:** None.

**Hatch:** None.

**Longacre:** Longacre stated that, currently, the Board is missing two members, and the

