

**HAVERHILL PLANNING BOARD
MINUTES
Tuesday, December 17, 2024, at 6:00 PM
J.R. Morrill Building, 2nd fl.
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
Or on Zoom**

Tuesday, December 17, 2024

CALL TO ORDER

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

ATTENDANCE

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

Town Employee:

Joanna Bligh, Board Clerk (Present)

Visitors in person:

Harry Burgess
Tom Smith
John Aldrich
Todd Aldrich
Samantha Olsen
Ryan Olsen

Visitors online:

Brian McElwee

DESIGNATION OF ALTERNATES: N/A

AGENDA APPROVAL

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

- Clerk Bligh asked to delete the wording “Preliminary Review” from the two Public Hearings.

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

PUBLIC HEARING #1

Chair Hammond read the Notice of the Public Hearing for Brian McElwee, applicant, requesting a subdivision.

Chair Hammond asked for a motion to enter Public Hearing #1.

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.

- Minor Subdivision; Brian McElwee, P.O. Box 1824, Conway, NH 03813; Map 202, Lot 232 (Bradley Hill Rd., Haverhill, and Bath); Harry Burgess, agent.

Chair Hammond introduced Harry Burgess, agent for McElwee, for his comments.

- Burgess stated that that applicant wishes to create three lots on Bradley Hill Rd. from the 60+ acre parcel (Map 202, Lot 232). The road frontage is in Bath, NH, so the plan will be brought before the Bath Planning Board on December 18. The building sites are in the Town of Haverhill. Burgess stated that on the map under notes, there is information about the 2008 culvert installed to access Lot 1 and Lot 3. The NHDOT driveway permit has been received and the building sites have been perc tested. The state required a perc test on each lot. The maps show a 4K-ft. rectangle for a septic site.
- Burgess discussed with the Board the process for approval in two towns. He stated that he will get the Bath Planning Board signatures first and then return the mylar to the Haverhill Planning Board chair and clerk for signatures.

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 McElwee subdivision pending the Bath, NH, Planning Board's approval and signatures, as presented.

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

PUBLIC HEARING #2

Chair Hammond read the Notice of the Public Hearing for John and Charlene Aldrich, applicants, requesting a subdivision.

Chair Hammond asked for a motion to enter Public Hearing #2.

MOTION #5: Bjelobrk made the motion, seconded by Nelepovitz, to enter Public Hearing #2.

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

Chair Hammond introduced Tom Smith, agent for the Aldrich's, for his comments.

- Smith noted that the plan is the same as the Preliminary Review from the last meeting, except the addition of the NHDES approval of the subdivision plan.
- Smith also noted that the applicants have prepared a signed copy requesting a waiver of the 30-day reconsideration period for recording the plan at the Registry of Deeds.

The Board reviewed the waiver letter, and Vice Chair Wyman noted that it was not notarized, which is a requirement. The Board noted that Vice Chair Wyman is a notary, and, using her notary ID number, approved the signatures.

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 #6: Vice Chair Wyman made the motion, seconded by Nelepovitz, to exit Public Hearing #2.

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

Board Vote

MOTION #7: Bjelobrk made the motion, seconded by Vice Chair Wyman, to approve the Aldrich subdivision, as presented, including approving the waiver of the 30-day reconsideration period before recording at the Registry of Deeds.

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

NEW BUSINESS

Voluntary Merger

- Taylor and Sarah Gratton, 113 Willow St. Apt 1, Manchester, NH 03103; Map 417, Lots 124, 123.01, 123.02 (Country Land Drive).

Chair Hammond asked if there were any comments or questions from the Board.
Vice Chair Wyman noted that there is nothing to discuss because the Board researched these lots and obtained an opinion from the Town's lawyer at a previous meeting with the lawyer.

MOTION #8: Vice Chair Wyman made the motion, seconded by Bjelobrk, to approve the Voluntary Merger from applicants Taylor and Sarah Gratton, as presented.

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

2025 Goals

Chair Hammond provided the Board with the Excavation Regulations (2006) to be considered for revision in 2025. Chair Hammond asked for the members to review the document to discuss at the next meeting.

Planning Board Annual Report

Vice Chair Wyman provided the members with the 2024 Annual Report prepared by Vice Chair Wyman and Clerk Bligh for their review. The members noted that the Woodsville gravel pit permit approval was missing. Clerk Bligh noted that she will research the minutes for that discussion and include it. There was consensus by the Board members approving the Annual Report as amended.

OLD BUSINESS: None.

COMMENTS BY TOWN STAFF: None.

COMMENTS BY THE BOARD:

- Vice Chair Wyman: Merry Christmas to everyone, and it has been great how everyone has worked together.

