

**Town of Haverhill
PLANNING BOARD
Meeting Minutes
Tuesday, December 27, 2022, at 6:00 PM
J.R. Morrill Building
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
And on Zoom**

Tuesday, December 27, 2022

CALL TO ORDER:

Chair Gary Hebert called the meeting to order at 6:02 PM.

ATTENDANCE:

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

Town Employees Present:

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

Board Clerk: Joanna Bligh

Visitors in Person:

Harry Burgess (Pioneer Land Surveying)

Annie Boutin

Joe Longacre

Visitors Online:

Paul Hayes (*Caledonian Record*)

Alex Nuti-de Biasi (*Journal Opinion*)

DESIGNATION OF ALTERNATES (if necessary): None.

AGENDA APPROVAL

- Chair Hebert added under Pending Business a change from “no comments ... expected at this time” to “comments can be made, but discussion will wait until the Public Hearing.”

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

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

PUBLIC APPEARANCES (previously scheduled): None.

PUBLIC HEARING:

Hearing Notice

NOTICE is given in accordance with RSA 677:4 and 675:7 that the Haverhill Planning Board is now holding a Public Hearing for a Minor Subdivision (Map 410, Lot 46) for Annie Boutin, 543 French Pond Rd., No. Haverhill, NH, on Tuesday, December 27, 2022.

Open the Public Hearing

MOTION #2: Wyman made the motion and Knapp seconded the motion to open the Public Hearing at 6:05 PM.

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

- Chair Hebert introduced Harry Burgess, agent for Annie Boutin.

Burgess stated that Boutin's application was discussed at the last Planning Board meeting, and is a minor subdivision to create 1.9 acres with septic and well and 15 acres. Burgess noted that test pits were approved on both lots, and the NH Department of Environmental Services approved the less than 5 acres subdivision lot.

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

Close the Public Hearing

MOTION #3: Wyman made the motion and Knapp seconded the motion to close the Public Hearing at 6:08 PM.

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

Vote

MOTION #4: Wyman made the motion and Knapp seconded the motion to approve the minor subdivision for Annie Boutin, 543 French Pond Rd., No. Haverhill, NH, 03774; Map 410, Lot 46; Harry Burgess, agent.

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

Burgess asked for the survey to be recorded at the Registry as soon as possible. Clerk Bligh accepted the recording fee of \$51 cash from Annie Boutin and confirmed that the plan will be recorded the next day – December 28.

PENDING BUSINESS:

Haverhill Flood Plain Ordinance with Revisions by the NH Office of Planning and Development (OPD), Flood Plain Management Program

For review by the Board members, Clerk Bligh provided the document revised by the OPD, Flood Plain Management Program staff.

Discussion:

- At the previous meeting, Vice Chair Nelepovitz noted that the document had numerous mentions of a Building Inspector, which Haverhill does not have. Clerk Bligh addressed the question to Kathryn Nelson, Flood Plain Management Program Director at OPD, and her response was that the term *building inspector* can be reworded to *Select Board or designate*.
- The Board members found numerous corrections:
 - P. 7, para 7, "elevation" from Chair Hebert.

- Wyman suggested removing the definition for Building Inspector. There was consensus by the Board.
- Vice Chair Nelepovitz identified many errors: p. 1, para 1, “Prone Area,” p. 7, #2, “flood” and “during,” p. 8, b. “flood” and d. “all.”
- Longacre noted p. 9, para 5, b. “the.”
- Wyman addressed p. 5, Board of Adjustment and suggested removing reference to the Board of Adjustment. There was consensus among the Board members.

Airport Zoning Commission / Airport Zoning Regulations

Chair Hebert reiterated that comments on these Regulations are fine at this meeting, but discussion will take place at the Public Hearing.

Comments:

- Vice Chair Nelepovitz stated that there are fines for trees that are too high, and he brought up the topic of financial compensation.
- Hammond asked why the title has the word “zoning.”
- Knapp: No comments.
- Wyman: No comments.
- Chair Hebert: No comments, and the document will be set aside until the Public Hearing on January 10, 2023.

MASTER PLAN

Chair Hebert introduced June Garneau, consultant.

Cover

Garneau presented the Cover for Board members’ review. There was consensus that the Cover was good, but in the inside cover, only four photos could be credited to Vickie Wyman – Alumni Hall, Fairgrounds, Woodsville HS, and Bedell Historic Site.

Historic Images of Railyard

The Board reviewed two historic images of the Woodsville railyard from 1889 and 1922 that could be used in the Master Plan. The Board approved the use of these images in the Maps section of the Plan.

Chapter 1, Land Use

The Board members reviewed Chapter 1, Land Use, and offered these comments and revisions:

- Chair Hebert, Vice Chair Nelepovitz, Hammond, and Knapp had no changes.
- The members noted that on p. 20, the yellow boxes were duplicates.
- Clerk Bligh asked for the location of the image of farmland on p. 23. The members suggested using the legend “Farmland on Route 10.”

Garneau asked for input on addressing climate change and vaccinations in the Master Plan, and there was consensus not to address either topic.

NEW BUSINESS:

NOTICE TO RECIND, Brian McElwee, P.O. Box 1824, Conway, NH, property owner; Map 404, Lot 4

MOTION #5: Wyman made the motion and Vice Chair Nelepovitz seconded the motion to accept the notarized **NOTICE TO RECIND** dated December 8, 2022, from Brian McElwee, P.O. Box 1824, Conway, NH, property owner; Map 404, Lot 4 (March 4, 1970).

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

BUILDING PERMITS

- Building Permit; Jay Wolter, P.O. Box 325, Orford, NH 03777; 121 Wolter Way, Pike, NH 03780 (private road), Map 421, Lot 109; three identical cabins to be built on a 77-acre lot.

The Wolter building permit was tabled until the next meeting by consensus from the Board because p. 3, the “Compliance” section showed YES for “Does this project require Planning Board Subdivision approval?”

- Building Permit; Mohamad Amer, 376 Milford St., Burlington, CT 06013; 147 Windgate Terrace, Mt. Lakes, NH 03765; Map 204, Lot 147; new 3-bedroom construction.

The Amer building permit was tabled until the next meeting by consensus from the Board because p. 3, the “Compliance” section showed YES for “Does this project require Planning Board Subdivision approval?”

MINUTES APPROVAL

MOTION #6: Wyman moved, and Knapp seconded the motion to approve the Meeting Minutes from **November 22, 2022**, as written.

Voice Vote: Four approved, none opposed, and one abstained. The motion passed.

CORRESPONDENCE: None.

COMMENTS BY TOWN STAFF:

- Clerk Bligh discussed the three items brought forward from the last meeting:
 - OPD comments from the *Flood Prone Area Ordinance* were addressed.
 - McElwee RECIND letter addressed.
 - The redesign of the NOTICE OF DECISION form to include Findings of Fact has not been completed.
- The precinct commissioners and administrators were invited to the December 27 Master Plan meeting.
- Gravel pit / liability forms – Clerk Bligh noted that the forms could be signed at this meeting.

COMMENTS BY THE BOARD:

Vickie Wyman: No comments.

Kevin Knapp: Knapp asked why the Commissioners, except for Kevin Shelton, were not at this meeting. Clerk Bligh noted that two Mt. Lakes Commissioners confirmed their attendance 1 week ago.

Vice Chair Nelepovitz: No comments.

