

**Town of Haverhill
PLANNING BOARD
Meeting Minutes
Tuesday, February 28, 2023, at 6:00 PM
J.R. Morrill Building
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
And on Zoom**

Tuesday, February 28, 2023

CALL TO ORDER:

Chair Gary Hebert called the meeting to order at 6:00 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
Board Clerk: Joanna Bligh

Visitors in Person:

Jacob Burgess (Pioneer Land Surveying)
Jean Alexander
Paul Eastman
Gail Eastman

Visitors Online:

Nick Alexander
June Garneau

DESIGNATION OF ALTERNATES (if necessary): None.

AGENDA APPROVAL

- Chair Hebert suggested changing MASTER PLAN item on the Agenda to before New Business.

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.

PENDING BUSINESS:

Lot Line Adjustment; Charles and Sheila Pickering, 2875 and 2877 Mt. Moosilauke Hwy, Pike, NH 03780; Map 421, Lots 72,75; Jacob Burgess, agent

Chair Hebert introduced Burgess who noted that the preliminary review of the plan was presented at the last Planning Board meeting. Burgess provided the Board with maps and highlights of the application stating that the brook and ditch within the .09 acres of Lot 72 drains his flatlands in Lot 75, which he owns, and he wishes to have control of that waterway. His plans are to sell Lot 72 (.71 Acres) once the lot line adjustment is done.

Chair Hebert stated that creating an irregular lot is prohibited in the Haverhill *Subdivision Regulations* and that the application states that the applicant will “place a drainage ditch”; however, on the Plat Checklist, #17 Grading and Drainage Plan, shows “N/A.” Chair Hebert noted that item #20, Copies of Applications and Approvals Required by Law, also indicates “N/A” when creating a ditch in wetlands requires a NH Department of Environmental Services (DES) permit.

Burgess stated that the ditch pre-existed, so no permit was needed, and the area around the ditch is to be moved to Lot 75. Chair Hebert stated that relating to the irregular lot line, the Planning Board does not have a choice to grant a waiver.

Chair Hebert asked for Board members’ comments. Wyman agreed with Chair Hebert’s assessment regarding the irregular lot line prohibited in the *Subdivision Regulations*. Knapp and Vice Chair Nelepovitz agreed with the assessment. Hammond stated that the Board has approved irregular lot lines in the past and should approve this plan.

Abutter Jean Alexander stated she was concerned with the alteration of the wetlands, and the irregular lot line is near the wetlands and surface water. Vice Chair Nelepovitz stated that wetlands permit violations are addressed by the DES and inspections can be asked for.

P. Eastman spoke about the area that in the past was a game preserve, a natural watershed, and wetlands. Nick Alexander (online) spoke about the State of NH parcel near Lot 72. Burgess replied that there is a small section of property between Rt 25 and Lot 72 that has no owner, so the State took it over.

MOTION #2: Wyman made the motion and Knapp seconded the motion to approve the Lot Line Adjustment plan for Charles and Sheila Pickering, Map 421, Lots 72,75.

Roll Call Vote: Knapp (Nay), Wyman (Nay), Vice Chair Nelepovitz (Nay), Hammond (Aye), Chair Hebert (Nay). The motion DID NOT pass 1-4.

MASTER PLAN / Chapter 4, Utilities, and Chapter 6, Economic Development

Chair Hebert introduced June Garneau, consultant, on Zoom.

Chapter 4, Utilities

Garneau asked for input from the Board relating to the providers in Haverhill for telephone, cell, and cable service. ATM Boucher brought her attention to the AxisGIS service coverage maps in Haverhill. The members discussed the percentage of Haverhill residents on public water—25% to 30%—and addressed the wastewater service from the Woodsville Treatment Plant, which is at capacity. ATM Boucher noted that the Town received a \$1M grant for broadband buildout for unserved areas.

Chapter 6, Economic Development

The members approved the Economic Development chapter and reworded some bulleted items in the Goals section.

NEW BUSINESS:

Building Permits, RSA 674:41; Discussion of Planning Board’s Role

ATM Boucher stated that within the RSAs, the role of the Planning Board is to comment on the building permits on Class VI and private roads only:

“The local governing body after review and comment by the Planning Board votes to authorize the issuance of building permits....” (RSA 674:41,I,c,1 and RSA 674:41,I,d,1)

Building Permit; Tony and Sara Dennis; 275 Benedict’s Way (private road), No. Haverhill, NH 03774; Map 414, Lot 109.051; to build a 28’ x 30’ garage

- Comments per Board member:
 - Knapp: Good
 - Hammond: Good
 - Wyman: Good
 - Vice Chair Nelepovitz: Good.
 - Chair Hebert: Good

Planning Board Handbook changes from 2022

ATM Boucher and Clerk Bligh addressed items from an early February Lunch-And-Learn presentation by the NH Office of Planning and Development (OPD) relating to new legislation that provided revised wording, which was shown in the updated OPD *Planning Board Handbook*.

ATM Boucher noted that there is new wording for a waiver provision that can be inserted into the Haverhill *Subdivision Regulations*.

Clerk Bligh addressed the required posting of the Planning Board fee schedule on the Town’s website. For example, with the recent postage increase, which affects certified mailings to abutters, a new fee schedule has to be posted.

Clerk Bligh discussed the Findings of Fact that has to accompany the Notices of Decision following a land-use approval or denial from the Planning Board and, as stated in the new wording, “The board should always enlist their town counsel to aid in the issuance of findings of fact.” Discussion ensued.

The most recent *Planning Board Handbook* will be printed for all members and available at the March meeting.

MINUTES APPROVAL

MOTION #3: Wyman moved, and Knapp seconded the motion to approve the Meeting Minutes from **January 24, 2023**, as written.

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

CORRESPONDENCE: None.

COMMENTS BY TOWN STAFF:

