

**Town of Haverhill
PLANNING BOARD
Meeting Minutes
Tuesday, March 23, 2021, at 7:00 PM
R. E. Clifford Memorial Building
65 South Court St.
Woodsville, NH 03785
And on Zoom**

1. CALL TO ORDER: Gary Hebert, Chair, called the meeting to order at 7:01 PM.

Roll Call Attendance: Howard Hatch, Select Board liaison (Present); Joe Longacre, Vice Chair (Present); John Nelepovitz (online, Here); Don Hammond (Here); Gary Hebert, Chair (Here). A quorum was met.

Town Employees Present:

- Jennifer Boucher, Assistant Town Manager
- Joanna Bligh, Project Coordinator

Members of the Public Present: Susie Tann, Rick Henson, Mary Patridge, Jon Irwin, Jeff Maerder, Brad Farr, Rosie Farr, Doug Henson

2. Designation of Alternates: None.

3. AGENDA APPROVAL

MOTION #1: Joe Longacre made a motion and Howard Hatch seconded the motion to approve the Agenda as written.

Roll Call Vote: Don Hammond (Aye), Howard Hatch (Aye), Joe Longacre (Aye), John Nelepovitz (Aye), Gary Hebert (Aye). The motion passed unanimously.

4. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

MOTION #2: Joe Longacre made a motion and Howard Hatch seconded the motion to approve the Minutes from **February 23, 2021**, as amended.

- Longacre recommended an addition on page 3 relating to the positive response of the Blaisdell's to the request to send a copy of the excavation permit and plan to the Conservation Commission.

Roll Call Vote: Don Hammond (Aye), Howard Hatch (Aye), Joe Longacre (Aye), John Nelepovitz (Aye), Gary Hebert (Aye). The motion passed unanimously.

5. PUBLIC APPEARANCES (previously scheduled): None.

6. NEW BUSINESS:

Lot Line Merger (20200304LMIRW) Jon R. Irwin 2240 Dartmouth College Hwy, N. Haverhill

Hebert identified the lots numbers of the requested merger: Map 414-152 and 414-153.1.

Jon Irwin addressed the Board stating that he wanted to keep the lot beside him clear of debris. Hatch asked some historical questions about the lot, which Irwin discussed.

MOTION #3: Gary Hebert made a motion and Joe Longacre seconded the motion to approve the Lot Merger [#20200304LMIRW] of Jon Irwin, 2240 Dartmouth College Hwy., N. Haverhill.

Roll Call Vote: Don Hammond (Aye), Howard Hatch (Aye), Joe Longacre (Aye), John Nelepovitz (Aye), Gary Hebert (Aye). The motion passed unanimously.

Hebert, Planning Board Chair, signed the original application form approving the Lot Merger.

Follow-Up From the Election

Planning Board Budget / Master Plan

Hebert stated that there are funds in the Planning Board budget for the Master Plan, under professional services. Boucher noted that the current budget is the “2021 Proposed Budget if Article #2 Fails.” Boucher responded to a question from Hammond about the funds in the Planning Board budget stating that the Select Board authorized transfers to realign funds between departments.

Hebert asked about a service who will develop the Master Plan, such as North Country Council (NCC). Boucher noted that part of the Professional Fees line item is for engineering fees for consultants for gravel pit fees. Boucher stated that there is no contract yet for the Master Plan development, which will go out to bid including NCC. Budget discussion continued. Hebert stated that when bids come in the Planning Board will review the bids and present them to the Select Board for their approval. Discussion on the logistics of getting the Master Plan completed continued. Nelepovitz stated that as a member of the previous Master Plan committee, there is a lot of updating to do, especially with statistics, businesses, acreages, farms, and wetlands. Boucher mentioned a firm Mapping and Planning Solutions [June Garneau, Whitefield, NH] that had done previous work for the Town.

MOTION #4: Joe Longacre made a motion and Gary Hebert seconded the motion to request high-end and low-end estimates from NCC and to seek other competitive estimates.

Roll Call Vote: Don Hammond (Abstain), Howard Hatch (Abstain), Joe Longacre (Aye), John Nelepovitz (Aye), Gary Hebert (Aye). The motion passed with three “Ayes” and two abstentions.

7. PENDING BUSINESS:

Woodsville Pit Letters from May to November 2020 and Update

Hebert opened the discussion with the last letter to Woodsville dated November 25, 2020, from the Planning Board, which states that Woodsville Gravel Pit is exempt from permitting, but is required to submit a reclamation plan, safety procedures, and a bond.

Boucher contacted Kevin Shelton by email with no response yet. Hebert asked to have a letter drafted to Woodsville about the lack of response for Hebert to sign.

Members' discussion:

- Hatch emphasized the importance of the safety and reclamation issues.
- Hebert noted that last month we strenuously addressed the issues with a private pit, so we need to do the same compliance review for the precincts and the Town's pits.
- Longacre asked if the letter will be a request for an update on the 10-item list in the November 25, 2020, letter.

Letter to Blaisdell's to Follow Up at April Meeting (Signature needed)

Hebert summarized the letter to the Blaisdell's stating that #2 is that seeding and slope reduction will wait until spring; #3 is that slopes below 1:1 will be required, and fencing barricades will not be required unless slopes are greater than 1:1, which was validated by our engineer (Monette); and #5 did not need to be addressed because the pit floor has not been reached. At the April 27 meeting, the Board will address these and any other concerns. Hebert signed the letter for mailing.

Hatch noted that considerable work has been done to the Blaisdell pit since the last meeting. Hatch stated that the material to be brought back into the pit because contamination is a concern. Longacre noted additional items to address in the April meeting: he noticed the topsoil berms, which are not 1:1 protecting a steep excavated "shelf," he would like to see safety berms when they are excavating an area, and there is a need for an Alteration-of-Terrain permit for an area newly excavated on Airport Rd.

Hebert reiterated the need for the enforcement of Board decisions and the State statutes. Longacre expressed that the Select Board would be the enforcement authority and the Planning Board is the regulator.

Conservation Commission Regarding Gravel Pits / Update

Boucher stated that the Conservation Commission has not received the copies of the permits from the pits. When she goes to request the bonds, she will discuss sending a copy of their permits to the Conservation Commission by a specific date. Longacre noted there are many items to include when forwarding documents to the Conservation Commission.

e911 Ordinance

Hebert introduced the e911 Ordinance noting that the Select Board will be rewriting the ordinance, and Boucher stated she will bring it to the Board in the summer.

8. PUBLIC APPEARANCES (Not previously scheduled):

Business Park Covenants

Susie Tann stated that she represents about 30 constituents in Haverhill and are concerned about the covenants and the enforcement of those covenants in the business park. We are asking for a temporary moratorium on the covenants because of safety, health, and environmental issues of the so-called light industry – the biodiesel plant and the proposed pellet plant. Doug Henson spoke about the having the covenants in relation to the site plans of the biodiesel plant reviewed. Doug Henson stated that the biodiesel plant is not light industry, it is an oil refinery. Doug Henson brought up the numerous noncompliance issues of the existing plant, including the undeveloped #2 lot owned by the biodiesel company.

Tann noted that they are seeking support from the Planning Board to go to their Select Board next week to request no further sales of lots until the covenants can be reviewed. Hebert stated that the Planning Board cannot supplant the Select Board with a moratorium request. Nelepovitz stated that the Select Board is the enforcement in the Town and has the sole authority to approve or deny. Longacre read the first part of the Covenant document and noted that the Town shall control and enforce the provisions of the covenants and addressing the covenants is out of the hands of the Planning Board. Longacre read parts of Section 2, 3, and 5 and noted how the existing businesses in the Park are not in compliance. Hatch noted that he cannot find records on who has purchased what in the Business Park, and discussed the Business Park sewer system hookups and related funds. Hebert stated that according to RSA 41, the Select Board has the authority to manage all real property owned by the Town and to regulate its use.

Rick Hensen presented a letter to the Planning Board from the Town of Haverhill Fire Department Chief, Phil Blanchard, as follows:

“To: Haverhill Planning Board

I was recently asked by a resident of town my thoughts on the water supply to the business park should a fire occur in any of the structures. The business park is in our hydrant district, making firefighting efforts easier.

As the planning board discusses adding new business to the park, I would respectfully request that we evaluate the current water supply and flow into the business park. Currently the structures that are in the park are all large and have a steel frame. When tasked with extinguishing a fire in a steel structure the potential for using thousands of gallons of water exists. Should we need to deploy an aerial device, (or multiple), it is best practice to use a secured water supply per truck.

We have the ability to connect to several hydrants in the immediate area and also have enough large diameter supply lines to pump water over a mile. I would question the supply and flow of this system should we have a fire in the business park and needed multiple pieces of apparatus, as well as supplying potential fire suppression systems inside any of these structures, should they be required.

At this point, we need to strongly evaluate the hazards each business my present. The current businesses in the park posses their own hazards based on the materials that may be on site any give day. The list of potential flammable materials only will add to the difficulties in fighting a fire in the business park.

I am all about bringing business to our town, there are many pro's for our residents and tax base. That being said, I want to take a proactive approach to make sure the safety of our residents and firefighters are top of mind as you discuss adding another business to our business park.

Please do not take this letter as I am against adding future businesses to the park. I am completely for bettering our community, I just want to make sure the safety of our residents and firefighters are a priority.

Chief Blanchard
Town of Haverhill Fire Department"

Rick Henson spoke to the Superintendent of Schools who was concerned about truck traffic interfering with the school busses, the noise, and the emissions from the plant stack. The Superintendent also expressed the need to speak with the School Board about the issue. Rick Henson also spoke to the Highway Department Road Agent to discuss the road specs for an increase in truck traffic. Rick Henson expressed a personal concern about the environmental impact of filling in the wetlands adjacent to the park.

Mary Patridge addressed the Board emphasizing the school and surrounding residential area and the effect of plant chemicals and pollutants, including very small particulate matter, on those residents. Patridge stated that research needs to be done.

Hebert thanked the participants expressing their concerns on the topic of the Business Park covenants, but noted that the Select Board does have rules, including a 3-minute requirement for presentations to the Board.

Boucher commented that she and the Town Manager are planning to visit the Business Park and take note of compliance and violation concerns.

9. CORRESPONDENCE / COMMUNICATION:

Hebert announced the training opportunities from the NH Office of Strategic Initiatives.

10. COMMENTS OF TOWN STAFF:

Naming of Land Use Applications

Bligh explained the naming of the land-use application files as:

Year/Month/Day/Abbreviation of Type of Application/First three letters of Applicant's Last Name.

11. COMMENTS of the PLANNING BOARD MEMBERS

Nelepovitz: We have spoken about going to the gravel pits for a site visit, but if we are not Town employees, do we have liability protection? Boucher explained that Primex covers volunteers doing business for the Town.

Longacre: We need to review the gravel pit issues versus the ordinances and revisit the enforcement issues.

Hatch: None.

Hammond: None.

Hebert: None.

NEXT REGULAR MEETING: April 27, 2021 at 7:00 PM.

ADJOURNMENT

MOTION #5: Joe Longacre made a motion and Don Hammond seconded the motion to adjourn the meeting at 8:33 PM.

Roll Call Vote: Don Hammond (Aye), Howard Hatch (Aye), Joe Longacre (Aye), John Nelepovitz (Aye), Gary Hebert (Aye). The motion passed unanimously.

Joanna Bligh, Transcriptionist