

**Town of Haverhill  
PLANNING BOARD  
PUBLIC HEARING  
Minutes  
Tuesday, June 27, 2023, at 6:00 PM  
J.R. Morrill Building  
2975 Dartmouth College Hwy.  
No. Haverhill, NH 03774  
And on Zoom**

**Tuesday, June 27, 2023**

**CALL TO ORDER:**

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

**ATTENDANCE:**

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

**Town Employees Present:**

**Town Manager (TM):** Brigitte Codling  
**Assistant Town Manager (ATM):** Jennifer Boucher  
**Board Clerk:** Joanna Bligh

**Visitors in Person:**

Tom Smith  
Harry Burgess  
Paul DiChara  
Lori and Roger Brissette  
Janice and Allan Heathman  
Matthew Bjelobrk

**Visitors Online:** None.

**DESIGNATION OF ALTERNATES (if necessary):** None.

**AGENDA APPROVAL**

**MOTION #1:** Hammond made the motion and Vice Chair Wyman seconded the motion to approve the Agenda as written.

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

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

**PUBLIC HEARING**

Chair Hebert read the Public Hearing NOTICE:

NOTICE is given in accordance with RSA 677:4 and 675:7 that the Haverhill Planning Board will hold a Public Hearing for a Lot Line Adjustment (Map 410, Lots 113, 113-1, 113-2) for applicants Ezra and Sandra Mann, 2080 Benton Rd., No. Haverhill, NH, and Benjamin and Frances Batchelder, 144 Batchelder Dr., Derby, VT.

**MOTION #2:** Vice Chair Wyman made the motion and Knapp seconded the motion to open the Public Hearing at 6:01 PM for the Mann-Batchelder lot line adjustment application.

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

Harry Burgess, agent for the Mann-Batchelder parties, discussed the proposed lot line adjustment previously discussed in last month's preliminary review. Burgess stated that the property Lot 113 (90 acres) is jointly owned, and the owners wish to split Lot 113 to form Lot 113-1 (56.71 acres) and 113-2 (57.82 acres). Lot 113 will be dissolved.

Chair Hebert asked for comments from the Board members and from the public, and there were none.

**MOTION #3:** Vice Chair Wyman made the motion and Hammond seconded the motion to close the Public Hearing for the Mann-Batchelder Lot Line Adjustment application.

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

**MOTION #4:** Vice Chair Wyman made the motion and Nelepovitz seconded the motion to approve the application for the Lot Line Adjustment (Map 410, Lots 113, 113-1, 113-2) for applicants Ezra and Sandra Mann and Benjamin and Frances Batchelder.

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

**MOTION #5:** Vice Chair Wyman made the motion and Knapp seconded the motion to approve the NOTICE OF DECISION/FINDINGS OF FACT related to the Lot Line Adjustment (Map 410, Lots 113, 113-1, 113-2) for applicants Ezra and Sandra Mann and Benjamin and Frances Batchelder.

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

## **OLD BUSINESS**

### **Master Plan**

#### ***Discussion of the Master Plan as a Grant Resource***

Chair Hebert provided the Board members with a document from TM Codling relating to the Master Plan and the access to grant funding. TM Codling discussed that when writing a grant if the needs are addressed in the Master Plan, the grant rationale is verified.

The Board members and TM Codling addressed the items, as follows:

- Vice Chair Wyman noted that #11 Expanded Recreational Opportunities has been included in Chapter 8 and elsewhere.
- TM Codling noted that the Highway Department is covered under the Facilities chapter.

- Nelepovitz stated that rather than adding to the goals or incorporating more into the chapters, add a chapter that summarizes the 10-year plan and cross reference these paragraphs to other chapters.
- Chair Hebert stated that the Board was in agreement with adding to the goals and adding a new 10-year summary chapter.

### ***Chapter 8, Recreation, Culture, and Social Opportunities***

Chair Hebert introduced the new draft dated 6-16-23 for Board review. Changes to the chapter included:

- Recreation Venues chart: NHDNCR owns the Ammonoosuc Recreational Rail Trail and the Warren Recreational Rail Trail, which are both for multipurpose use.
- The lime kilns are privately owned.
- Under Chapter Summary, paragraph 3, line 4; remove the three uses of “only” wording, which biases the percentages.
- Under Additional Information Provided...; edits were made to the four bulleted paragraphs. Jay Waterhouse’s (Snowmobile Club) and Liz Bayne’s (Pony Club) names were added to the footnotes.

### **NEW BUSINESS**

- **Voluntary Merger** (Map 202, Lots 177 and 178), Paul DiChara, applicant, P.O. Box 648, Norfolk, MA.

Chair Hebert introduced this voluntary merger with the applicant, Paul DiChara, present. Vice Chair Wyman noted that, in Mt. Lakes, once a merger is completed, a subdivision cannot be subsequently done. Chair Hebert asked for other comments from the Board or from the public, and there were none. ATM Boucher noted that the merged lot will become Lot 177, or the assessor may decide.

**MOTION #6:** Vice Chair Wyman made the motion and Knapp seconded the motion to approve the Voluntary Merger (Map 202, Lots 177 and 178) for Paul DiChara, applicant.

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

- **Voluntary Merger** (Map 204, Lots 210 and 211), Allan and Janice Heathman, applicants, 127 Hanover Dr., Woodsville, NH.

Chair Hebert introduced Tom Smith, agent for the Heathman’s. Smith stated that the Heathman’s own both lots, which has the house on Lot 210 and the driveway on Lot 211. Chair Hebert asked for comments from the Board or from the public, and there were none.

**MOTION #7:** Vice Chair Wyman made the motion and Knapp seconded the motion to approve the Voluntary Merger (Map 204, Lots 210 and 211) for Allan and Janice Heathman, applicants.

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

- **Preliminary Review: Lot Line Adjustments** (Map 204, Lot 226 and 209; Map 204, Lots 226 and 210), Allan and Janice Heathman, applicants, 127 Hanover Dr., Woodsville, NH, and RLTPJT, LLC, 522 Avenue A, San Antonio, TX.

Chair Hebert introduced Tom Smith, agent for the Heathman's. Smith explained the lot line adjustment plan to add .38 Ac to Lot 209 (RLTPJT, LLC, owners) and .13 Ac to Lot 210 (Janice and Allan Heathman, owners) from Lot 226 (RLTPJT, LLC, owners). Vice Chair Wyman asked if Mt. Lakes Planning Board has approved this lot line adjustment plan. ATM Boucher believed that the Mt. Lakes Planning Board does not have the authority for lot line adjustments, only subdivisions, but she noted that she will check.

Chair Hebert asked if this application was complete, and Clerk Bligh stated, No. Clerk Bligh explained that the application and the abutters' letters fees are needed before the notice-to-the-public deadline. Chair Hebert stated that if the application is complete by the deadline, the lot line adjustment Public Hearing will be scheduled for the July 25th Planning Board meeting.

### **BUILDING PERMIT**

- **Building Permit:** Wayne Mitchell, 12 Teepee Rd., No. Haverhill, NH; Map 415, Lot 002.004.

### **Comments from the Board:**

**Nelepovitz:** OK.

**Hammond:** Good.

**Vice Chair Wyman:** OK.

**ex officio Knapp:** Good.

**Chair Hebert:** No comments.

### **MINUTES APPROVAL**

**MOTION #8:** Hammond made the motion and Nelepovitz seconded the motion to approve the minutes from **May 23, 2023**, as written.

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

**CORRESPONDENCE:** None.

### **COMMENTS BY TOWN STAFF:**

- ATM Boucher stated that the Vertex Tower company will be submitting a building permit, and the Select Board will set the bond amount.
- ATM Boucher announced that the Master Plan Utilities, Chapter 5, is in process and will be available for review at the next meeting.

### **COMMENTS BY THE BOARD:**

**Knapp:** No comments.

**Hammond:** No comments.

**Nelepovitz:** No comments.

**Vice Chair Wyman:** Vice Chair Wyman noted that it is important not to override the Mt. Lakes rules and covenants.

**Chair Hebert:** Chair Hebert stated that it is time for the revision of the *Subdivision Regulations* to be completed, and asked if the Board members would prefer a work session or to review during a regular meeting. The members agreed to the regular meeting review. Chair Hebert stated that the completed version will be on the July meeting Agenda for Board approval.

