

**Town of Haverhill
PLANNING BOARD
Meeting Minutes
Tuesday, June 28, 2022, at 6:00 PM
J.R. Morrill Building
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
And on Zoom**

Tuesday, June 28, 2022

CALL TO ORDER:

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

Attendance:

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

Town Employees Present:

Assistant Town Manager (ATM): Jennifer Boucher

Board Clerk: Joanna Bligh

Visitors in person:

Harry Burgess

Howard Hatch

Visitor online:

June Garneau

DESIGNATION OF ALTERNATES: None.

AGENDA APPROVAL:

MOTION #1: Hammond moved, and Vice Chair Nelepovitz seconded the motion to approve the Agenda as written.

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

PUBLIC APPEARANCES: None.

PUBLIC HEARING: None.

NEW BUSINESS:

Major Subdivision (preliminary review), Brian McElwee, Longfellow Dr., (off Bradley Hill Rd.), Map 404, Lot 4; Haverhill; Harry Burgess, agent

Harry Burgess (Pioneer Land Surveying, Bath, NH) representing Brian McElwee noted that in reviewing McElwee's deed there is confusion with the Town tax map locating the Lot for this subdivision. ATM Boucher stated that she will recheck the tax map. Burgess stated that the test pits have been done and approved for the three lots, and the driveway permit has been

approved. Wyman noted that for Bradley Hill Rd. the Bath town line is the edge of the road. Burgess continued that the application has been filed in Bath and should be approved mid-July. Hammond noted that Haverhill’s preliminary approval depends on the approval by the Bath Planning Board. Chair Hebert asked if there were any more questions from the Board, and there were none. The Board agreed to have a Public Hearing on this application at the next meeting on July 26.

MASTER PLAN

Report on Community Survey Data

June Garneau (Mapping and Planning Solutions [MAPS], Twin Mountain, NH) provided the Board with the results of the Community Survey, as follows:

Mailings	1st Mailing Date	1st Mailing Pieces	2nd Mailing Date	2nd Mailing Pieces	Average Numbers
Out-of-Town Mailing	3/17/2022	1,110	5/5/2022	1,082	1,096
EDDM Mailing	3/8/2022	2,473	5/4/2022	2,474	2,474
Total Pieces Mailed		3,583		3,556	3,570

Surveys	3/24/2022	4/24/2022	5/24/2022
Total Online Surveys (90.5%)	159	294	427
Paper Surveys (9.5%)	0	27	45
Total Returned Surveys			472

Rate of Return Analysis	Returned Surveys	Rate of Return
Total Mailed (Average/two mailings)	3,570	472
		13.2%
Housing Units (ACS 2016-2020)	2,349	472
		20.1%
Population (ACS 2016-2020)	4,597	472
		10.3%

Garneau continued with a discussion of open-ended comments from the hardcopy Surveys.

From these data, Garneau will prepare a 1 hour to 1-1/2 hour presentation as an open public meeting for Haverhill residents, and the Board selected the date of **Thursday, September 15 at 7:00 PM at the Clifford Memorial Building**. The Board and Garneau discussed the advertising options and format of the public meeting, such as holding an Ice Cream Social.

Cover Vision: Whole Town Concept

Garneau provided a cover option for the Board to review, which included more pictures of the many sections of Town. Chair Hebert noted that there should be no exclusion of any parts of Haverhill.

Review of Chapter 9 (Culture, Historic Resources, and Preservation, pp. 94–105)

Garneau and the Board discussed the history of Haverhill including, notable people, the mid-1800s stagecoach transportation terminus in Haverhill Corner, and the emergence of Woodsville as a railroad hub in the 1900s.

Howard Hatch offered the use of Katherine Blaisdell's book *Haverhill, NH, in the 20th Century* to update the 20th century history. Garneau noted that she had little information on the Dean Memorial Airport at which time Hatch offered a brief history. Garneau noted that the sites on the historic state and national registers are important to include.

Garneau announced that she will send Chapter 5, Housing and Population for Board review on July 19 in preparation for discussion at the August 2 Master Plan meeting.

RULES OF PROCEDURE / VOLUNTARY MERGER FORM

Clerk Bligh updated the Planning Board Rules of Procedure and a form for Voluntary Mergers for Board review.

Corrections were offered for both documents to be revised and signed at the next meeting.

MINUTES APPROVAL

MOTION #2: Hammond moved, and Wyman seconded the motion to approve the Meeting Minutes from **May 24, 2022**, as amended.

- Vice Chair Nelepovitz identified an error on p. 2, paragraph 2, line 3 to read "5-acre lot."

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

CORRESPONDENCE:

- Dredge and Fill Wetlands Permit for Northern Forest Canoe Trail, 30 Connecticut St., Woodsville, to create a 12 stone steps to access the Connecticut River to be used by paddlers, anglers, and pedestrians
- Wetlands Permit Application, Vyla Rollins, 132 Lakeside Dr., Mt. Lakes, NH, Map 201, Lot 231 to construct a seasonal aluminum dock.

The Board reviewed the two applications as informational and provided no comments or concerns.

COMMENTS BY TOWN STAFF: None.

COMMENTS BY THE BOARD: None.

NEXT MEETINGS:

- Public Hearing for Fiano (minor subdivision) and McElwee (minor subdivision), Tuesday, July 26, 2022.
- Planning Board Regular Meeting, Tuesday, August 23, 2022.
- Community Survey Results Public Meeting, Thursday, September 15 at 7:00 PM.

ADJOURN:

MOTION #3: Hammond moved, and Wyman seconded the motion to adjourn the meeting at 7:44 PM.

