

**HAVERHILL PLANNING BOARD
MINUTES**

**Tuesday, July 23, 2024, at 6:00 PM
J.R. Morrill Building, 2nd fl.
2975 Dartmouth College Hwy.
No. Haverhill, NH 03774
Or on Zoom**

Tuesday, July 23, 2024

CALL TO ORDER

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

ATTENDANCE

Planning Board members:

Vice Chair Vickie Wyman (Here); John Nelepovitz (Here); Joe Longacre, ex officio (Here); Carolyn Hofmann, Alternate (Here); Julie Harris, Alternate (Here); Matt Bjelobrk (Absent); and Chair Donnie Hammond (Here). A quorum was met.

Town Employee:

Joanna Bligh, Board Clerk (Present)

Visitors in person:

Tom Smith, Smith & Pospesil Land Surveying Company, PLLC
Jacob Burgess, Pioneer Land Surveying
Eric Pospesil, Smith & Pospesil Land Surveying Company, PLLC
Don and Kathleen Vaillancourt
Allan and Janice Heathman

Visitors online: Joanne Young, Alex Nuti-de Biasi (*Journal Opinion*).

DESIGNATION OF ALTERNATES:

Chair Hammond appointed Julie Harris, Alternate, to take Bjelobrk's place on the Board for tonight's meeting.

AGENDA APPROVAL

MOTION #1: Vice Chair Wyman made the motion, seconded by Longacre, to accept the Agenda as amended.

- Clerk Bligh requested deletion under Comments by Town Staff as written and adding the National Grid project.
- Under New Business, Clerk Bligh added a Building Permit by Karen Hall

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

PUBLIC APPEARANCES (previously scheduled):

Mark Lang. Lang asked the Board to remove the wording "ATV riding" from page 77 of the Master Plan 2024 under the Recreation Venues chart, line 22, Warren Rail Trail noting that the

rail trail is not in Haverhill, and the Master Plan is labeled Haverhill's Master Plan and also because he does not want ATV riders to end up turning around after 4 miles of trail.

Discussion:

- Clerk Bligh stated that the Haverhill Master Plan focused on Haverhill and, also, areas of regional importance.
- Clerk Bligh noted that the Warren Rail Trail is under the ownership of NH State Parks, Department of Natural and Cultural Resources, and is designated as a multiuse trail, which includes ATV riders.
- Vice Chair Wyman noted that the Master Plan is done after 2 years of work.
- Nelepovitz added that there were many opportunities for the public to comment on the Master Plan when it was being written and reviewed in the last few years.
- Lang stated that he will agree to disagree.

PUBLIC HEARING

Motion to Enter Public Hearing

MOTION #2: Vice Chair Wyman made the motion, seconded by Longacre, to enter a Public Hearing.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

- Lot Line Adjustment; Lisy Meyers, 194 Kimball Ln., No. Haverhill (Map 406, Lot 38) and Stonborough LLC (Adam Krellenstein, Map 406, Lot 39), 33 Kimball Ln., No. Haverhill; Eric Pospesil, agent.

Pospesil discussed the plan as presented at the Preliminary Review at the last Planning Board meeting and included for Board review two paper maps and one mylar. Pospesil noted that Lot 39 owned by Stonborough, LLC, is landlocked and the owner of Lot 38, M. Lisy Meyers, agreed to sell a strip of land along Mace Hill Rd. to offer access to the landlocked Lot 39.

Chair Hammond asked for Board questions or comments, and there were none because of the complete review of this plan at the last meeting.

Chair Hammond asked for public input, and there was none.

Pospesil asked for the Board's consideration of a waiver of the 30-day reconsideration period, so that the plan could be recorded ASAP.

Motion to Exit Public Hearing

MOTION #3: Vice Chair Wyman made the motion, seconded by Nelepovitz, to exit the Public Hearing.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

Board Vote

MOTION #4: Vice Chair Wyman made the motion, seconded by Nelepovitz, to approve the subdivision of the Meyers and Stonborough plan, as presented, including the approval of the waiver of the 30-day reconsideration period (*Subdivision Regulations* Section 3.1.2).

Vice Chair Wyman and Nelepovitz RECINDED Motion #4 because of a wording error.

MOTION #5: Vice Chair Wyman made the motion, seconded by Nelepovitz, to approve the Lot Line Adjustment of the Meyers and Stonborough plan, as presented, including the approval of the waiver of the 30-day reconsideration period (*Subdivision Regulations* Section 3.1.2).

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

NEW BUSINESS

- **Preliminary Review:** Lot Line Adjustment; RLTPJT, LLC (Roger Bisette), 131 Hanover Dr., Woodsville, NH (Map 204, Lot 226) and Heathman Family Trust, 127 Hanover Dr., Woodsville, NH (Map 204, Lot 210); Tom Smith, agent.

Chair Hammond introduced Smith to discuss the lot line adjustment application.

Smith stated that the new property line for Lot 210 will increase the acreage from .69 acres to 1.56 acres and will improve the irregular Lot 226 to a compliant lot. Lot 226 was 3.26 acres and will become 2.40 acres. Smith stated that he checked with Bob Long at the Mountain Lakes Administration office who approved the lot line adjustment. Smith stated that the lot line adjustment balanced out the parcel sizes.

The Planning Board members accepted this application for RLTPJT, LLC (Roger Bisette), 131 Hanover Dr., Woodsville, NH (Map 204, Lot 226) and the Heathman Family Trust, 127 Hanover Dr., Woodsville, NH (Map 204, Lot 210) to be brought before a Public Hearing at the next Planning Board meeting on Tuesday, August 27.

- **Preliminary Review:** Minor Subdivision; Kyle Cobb Nouse, 195 Brown Hill Rd., No. Haverhill, NH (Map 413, Lot 79); Jacob Burgess, agent.

Chair Hammond introduced Burgess to discuss the minor subdivision application.

Burgess stated that Nouse purchased the former Olman property on Brown Hill Rd., and wishes to subdivide two lots on the northwest corner of the property. Test pits have been dug on the lots showing gravel and sand. The NH Department of Environmental Services permit for subdivision is pending. Lot 1 is 1.71 acres and Lot 2 is 2.05 acres, and the termination of Town road maintenance is past these lots. Nouse has 108.19 acres remaining. Chair Hammond asked about the cross culvert and if the road agent could look at them. Vice Chair Wyman asked about the potential driveway access, and Burgess noted that the driveways will be placed away from the steep areas. Burgess also discussed the drainage and runoff from the properties.

Public Comment:

K. Vaillancourt noted that on the map, her last name, and the last name of the Ilsley's are spelled incorrectly. Burgess stated that he will make those corrections. K. Vaillancourt noted that the culverts on a neighbor's property need replacement. Burgess noted that the road agent would have to assess that culvert, and that the property has swale and heavy soil with poor drainage.

The Planning Board members accepted this application for a Minor Subdivision; Kyle Cobb Nouse, 195 Brown Hill Rd., No. Haverhill, NH (Map 413, Lot 79) to be brought before a Public Hearing at the next Planning Board meeting on Tuesday, August 27.

- **Preliminary Review:** Minor Subdivision; Peter Lavoice Trust, 49 Swiftwater Rd., Woodsville, NH; Map 402, Lot 59; Jacob Burgess, agent.

Chair Hammond introduced Burgess to discuss the minor subdivision application.

Burgess stated that the Lavoice wishes to divide the .91 acres in Woodsville, so the office and house are on individual lots. Sewer and water crosses Lot 59, which would require a 12-foot easement to the subdivided lot.

The Planning Board members accepted this application for a Minor Subdivision; Peter Lavoice Trust, 49 Swiftwater Rd., Woodsville, NH; Map 402, Lot 59 to be brought before a Public Hearing at the next Planning Board meeting on Tuesday, August 27.

Board Vote to Accept:

MOTION #6: Nelepovitz made the motion, seconded by Vice Chair Wyman, to accept the Lot Line Adjustment; RLTPJT, LLC (Roger Bisette), 131 Hanover Dr., Woodsville, NH (Map 204, Lot 226) and Heathman Family Trust, 127 Hanover Dr., Woodsville, NH (Map 204, Lot 210).

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

MOTION #7: Nelepovitz made the motion, seconded by Vice Chair Wyman, to accept the Minor Subdivision; Kyle Cobb Nouse, 195 Brown Hill Rd., No. Haverhill, NH (Map 413, Lot 79).

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

MOTION #8: Nelepovitz made the motion, seconded by Longacre, to accept the Minor Subdivision; Peter Lavoice Trust, 49 Swiftwater Rd., Woodsville, NH; Map 402, Lot 59.

Voice Vote: All in favor, none opposed, none abstained. The motion passed unanimously.

Building Permit

- Permit No. 2024-042 for Karen Hall, 17 Conway Lane, Woodsville, NH (Mt. Lakes District) to build a single family dwelling; Map 201, Lot 000117.

Chair Hammond: Don't do it. This is not a Class VI road. .

Vice Chair Wyman: Mt. Lakes needs to approve this first. How can the Planning Board review this if we don't know? This is not a maintained road. The building permit process needs to be corrected with the district approval first.

Joe Longacre, ex officio: We always run into this. The precinct has to act first.

John Nelepovitz: We have had this discussion many times before.

Julie Harris: No comments.

OLD BUSINESS

Rules of Procedure

Clerk Bligh provided the members with the Rules of Procedure ready for signatures.

COMMENTS BY TOWN STAFF: None.

COMMENTS BY THE BOARD: None.

CORRESPONDENCE:

National Grid letter

Chair Hammond read in its entirety the letter from the National Grid directed to the Haverhill Town Clerk and forwarded to the Planning Board. The letter is as follows:

July 15, 2023

Ref: 52867.00

Carole Brooks-Broer
Haverhill Town Clerk
2975 Dartmouth College Highway
North Haverhill, NH 03774



Re: NHDES Shoreland Permit-By-Notification (PBN) Application
HVDC 451/452 450kV Electric Transmission Line Maintenance Project
Haverhill, NH

Dear Ms. Stimson-Graham:

This letter serves to provide notification to the Town of Haverhill that New England Hydro Transmission intends to conduct routine maintenance and repair activities along their existing HVDC 451/452 450kV Electric Transmission Line Right-of-Way (ROW) in Haverhill. A portion of the proposed maintenance work intersects the 250-foot Protected Shoreland Zone of French Pond within the vicinity of Pond Circle.

Currently scheduled maintenance/repair work within the Protected Shoreland of French Pond will involve the replacement of porcelain insulators with toughened glass insulators on existing utility Structures 491 and 492 in accordance with current engineering standards and construction methods and materials. This is the third part of a multi-part series of insulator replacement projects being undertaken to replace the existing porcelain insulators on the 451/452 line. Insulator replacement work will be conducted overhead with work pads created around the base of existing structures to safely stage bucket trucks/tracked buckets, construction materials, and work crews. Shoreland impacts are required within the 250-foot Protected Shoreland Zone to accommodate a portion of the proposed work pads at Structures 491 and 492. Shoreland impacts are further detailed in **Table 1** below.

Table 1: HVDC 451/452 Line – Structure 459 Temporary Shoreland Impacts

Buffer	Temporary Shoreland Impacts (SF)
50' Waterfront Buffer	0
150' Natural Woodland Buffer	0
250' Protected Shoreland Zone	10,293
TOTAL	10,293

Contingent upon permit approvals, work is planned to commence in July 2024 and continue through the remainder of 2024. Prior to accessing the ROW with construction equipment, crews will install wildlife friendly erosion and sediment control barriers in accordance with permitting plans and details, New Hampshire Department of Environmental Services (NHDES) Wetland/Shoreland conditions, and the *Best Management*

Practices Manual for Utility Maintenance in and Adjacent to Wetlands and Waterbodies in New Hampshire (or "Utility BMP Manual," March 2019), published by the New Hampshire Department of Natural and Cultural Resources (NHDNCR). Selected erosion and sediment control barriers may include silt sock, silt fence, and/or wood chip/compost berms/tubes. Erosion controls and other installed utility BMPs will be inspected daily by the contractor to ensure proper functionality and maintenance. Erosion and sediment control barriers will not be removed until project work is complete, and all project areas are stabilized in accordance with NHDES guidance. Stabilization and restoration of disturbed areas within the 250-foot Shoreland Zone will be completed as soon as possible upon the completion of the insulator work at Structures 491 and 492.

In accordance with RSA 483 B:5-b(1)(a)(3), this project qualifies for a Shoreland Permit by Notification as the project involves maintenance of existing public utilities. As part of the NHDES Shoreland PBN process (RSA 483-B:5-b, IV-a), we are required to notify the municipality in which the work is proposed. This letter and associated attachments serve to fulfill that requirement. Please do not hesitate to contact me at kwilkes@vhb.com or (603) 391-3944 if you have any questions.

Sincerely,



Kris Wilkes, CWS, CPESC
Project Manager, Energy and Environmental

Enclosure

cc: Corey Schutzman, New England Hydro Transmission
NHDES Shoreland Program

Engineers | Scientists | Planners | Designers

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Clerk Bligh addressed the email from Joseph Carroll, Stakeholder Engagement group at National Grid, who communicated with the Acting Town Administrator and the Property Records Clerk, Mark Locke, about the insulator replacement project for towers near Tewksbury Rd. Clerk Bligh stated that the project area includes rough terrain that is difficult to access. The Planning Board members discussed the following:

- Vice Chair Wyman noted that the project needs Town approval, and suggested that Pond Circle be used as an access road.
- Chair Hammond stated that the equipment could come into the area by French Pond Rd.
- Nelepovitz stated that another way should be used to access the project area.
- The Planning Board was in consensus that another access point other than Tewksbury Rd. be used. Vice Chair Wyman volunteered to be a liaison from the Planning Board for discussions with National Grid.

