

**Town of Haverhill  
PLANNING BOARD  
PUBLIC HEARING  
Minutes  
Tuesday, July 25, 2023, at 6:00 PM  
J.R. Morrill Building  
2975 Dartmouth College Hwy.  
No. Haverhill, NH 03774  
And on Zoom**

**Tuesday, July 25, 2023**

**CALL TO ORDER:**

Chair Hebert called the meeting to order at 6:06 PM.

**Advisement in relation to the Heathman Public Hearing**

Chair Hebert stated that the Heathman Lot Line Adjustment Public Hearing has been cancelled because of irregularities in the past records of the affected properties.

**Zoom Technical Problems**

Chair Hebert announced that there were problems with the audio on Zoom for this meeting; therefore, Zoom access was closed down.

**ATTENDANCE:**

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

**Town Employees Present:**

**Assistant Town Manager (ATM):** Jennifer Boucher

**Board Clerk:** Joanna Bligh

**Visitors in Person:**

Harry Burgess

Doug Dutile

Mike Lavoie

**Visitors Online:** Closed due to technical difficulties.

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

**AGENDA APPROVAL**

**MOTION #1:** Hammond made the motion and Nelepovitz seconded the motion to approve the Agenda as amended.

- Chair Hebert recommended tabling the Master Plan discussion because June Garneau was online and Zoom had to be closed down due to technical difficulties. The discussion will be planned for the next meeting, August 22.

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

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

**PUBLIC HEARING:** Cancelled.

**NEW BUSINESS:**

- **Preliminary Review: Lot Line Adjustment** (Map 208, Lot 59, and Map 422, Lot 116), Earl Aremburg Trust, 2929 Dartmouth College Hwy., No. Haverhill, NH, and Haverhill Corner Precinct (att: Mike Lavoie), P.O. Box 11, Haverhill, NH, 03765, applicants.

Chair Hebert introduced Harry Burgess, agent. Burgess stated that Map 422 Lot 116 on Court St. Ext. shows the current parcel of .63 acres that houses the reservoir for the Haverhill Corner Precinct water system. The Precinct is seeking to add 4.70 acres from the Earl Aremburg Trust property to this water system parcel. Burgess noted that the parcel is outside of the Precinct boundary; thus, the parties came to the Town with their Lot Line Adjustment application. Chair Hebert observed that the signatures on the application form were complete.

Chair Hebert asked for comments from the Board, and there were none. Chair Hebert asked to schedule a Public Hearing for public comments on the Aremburg/Haverhill Corner Precinct application at the next scheduled Planning Board meeting on August 22, 2023.

- **Preliminary Review: Minor Subdivision** (Map 404, Lot 4), Brian McElwee, P.O. Box 1824, Conway, NH 03818.

Chair Hebert introduced Harry Burgess, agent for Brian McElwee, regarding Map 404, Lot 4. Clerk Bligh noted that McElwee signed and had notarized a letter dated December 8, 2022, declaring that the March 4, 1970, subdivision plan for this parcel to be “null and void.” Clerk Bligh stated that the null-and-void letter was recorded at the Registry of Deeds under Book 4776, Page 117.

Burgess continued that a strip of Lot 4 is in the Town of Bath, NH, and he attended the Planning Board meeting in Bath to request their approval and signatures. Burgess stated that the Bath Planning Board will be scheduling a Public Hearing on the McElwee application on August 16, at 7:00 PM. Burgess requested that the Clerk Bligh add the Bath, NH, Planning Board to the abutters’ letters for the McElwee application.

Chair Hebert asked if the application is for a four-lot subdivision. Burgess noted that McElwee received State of NH approval for the subdivision in 2020, and it is a major subdivision (more than 3 lots). Chair Hebert asked about a landlocked parcel #3 on the Tax Map, and Burgess replied that there is no Lot #3, the area is part of Lot 232.

Chair Hebert noted that the surveyor used the Tax Maps to prepare his plan and the maps can be inaccurate. Chair Hebert stated that the agents needs to review the deeds, pervious plans, and the tax maps. ATM Boucher noted that a plan cannot create a landlocked parcel.

Chair Hebert asked for comments from the Board, and there were none. Chair Hebert asked to schedule a Public Hearing for public comments on the Brian McElwee major subdivision application at the next scheduled Planning Board meeting on August 22, 2023.

Burgess asked if perk test should be done on proposed Lot 4, and ATM Boucher replied, Yes, it is part of the *Subdivision Regulations* under 4.1.5 Sewer.

## **OLD BUSINESS**

### **Subdivision Regulations FINAL**

The Board provided some corrections to the FINAL version of the *Subdivision Regulations*. Chair Hebert asked the members for any additional corrections, and there were none.

**MOTION #2:** Knapp made the motion and Nelepovitz seconded the motion to approve the *Subdivision Regulations 2023*, as amended, and to schedule a Public Hearing for public comments at the next Planning Board meeting.

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

Clerk Bligh noted that the marked-up version of the *Subdivision Regulations 2023* will be posted on the Town's website for the public to review before the Public Hearing.

## **MINUTES APPROVAL**

**MOTION #3:** Hammond made the motion and Nelepovitz seconded the motion to approve the minutes from **June 27, 2023**, as written.

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

**CORRESPONDENCE:** None.

## **COMMENTS BY TOWN STAFF:**

- ATM Boucher explained in detail the background to the Heathman Lot Line Adjustment Public Hearing cancellation, as follows:
  - In the Town's assessing system, Lot 209 and 211 do not exist – Lot 211 was merged, and Lot 209 was merged.
  - However, Tom Smith, surveyor, noted that Lots 210 and 211 were not merged because of no follow up with the Lot Line Adjustment application. The current Voluntary Merger of Lots 2010 and 2011 is correct with no change.
  - Tom Smith showed that in 2019, Lot 209 was merged with Lot 226, but did not get to the mappers.
  - Currently, ATM Boucher stated that the Heathman's possibly could apply for subdivisions of Lot 226, which will be submitted as two applications.
  - Nelepovitz asked about the Mt. Lakes Planning Board, and if approval is needed. ATM Boucher stated that Mt. Lakes adopted a Zoning Ordinance, but cannot prohibit a subdivision.

## **COMMENTS BY THE BOARD:**

