

MINUTES  
PLANNING BOARD  
September 15, 2021  
Via Zoom and in-person

**Present:** Deirdre Daley (Chair) – in person, Shawn Talbot (Ex-Officio) – in person, Lou Alvarez - in person, Josh Muhonen- in person, Tim Somero- in person, Elizabeth Freeman-online, Craig Smeeth-online, Lou Guarino-online and Jennifer Minckler- in person. Deirdre Daley took roll call attendance. Dee asked Craig Smeeth to sit in for Nate Sikkila in his absence.

**Selectmen/Chair/Land Use Report:**

Selectman Shawn Talbot reported that paving and crack sealing of town roads is underway. Speeding has been a concern but with increased patrols and the addition of a new officer, it is hoped speeding will be reduced. Shawn announced that Lieutenant Michael Abel was promoted to Chief of Police. There will be an induction ceremony held at the Town Office at 5:00pm on Tuesday September 21, 2021. All are welcome and encouraged to come. Parks and Recreation along with the Library are creating a community center at the School Yard and will hopefully be up and running prior to the winter season. Budget begins on October 12, 2021. At the Board of Selectman's meeting on Monday, September 13, 2021 the ARPA funds were approved in the amount of approximately \$560,000.00. There will be no rush to expend the funding as the Federal government is still drafting the approved expenditure. Chairman, Deirdre Daley mentioned the Somero Letter of Credit that is coming due in November. As-built are to be done on October 1, 2021. HOA officers are still identified as original developers and the common land will need to be transitioned to each owner. The Planning Board will be reviewing on October 6, 2021 and will ask all to join to finalize this. The Cell phone tower updates will be reviewed at the next meeting. The Land Use Clerk reminded members of the Board about the upcoming training on Saturday, September 18, 2021, Housing Appeals Board webinar to be held October 13, 2021 12:00-1:00pm and the NHMA 80<sup>th</sup> Annual conference and Exhibition as well as a Letter of recognition for John Schaumloffel.

**Minutes of July 21, 2021:** Minimal changes were made to the minutes. Motion to accept the minutes as amended by Lou A. Motion seconded by Craig. Voice Vote of 6 Yea 0 Nay. Motion carries. The minutes are adopted.

**Other Discussions:**

- Deirdre opened discussion about the Vice Chair position. Shawn feels there should be a Vice Chair. Lou Alvarez recommended himself for the Vice Chair position. Vote was unanimous to nominate Lou Alvarez for Vice Chair.
- Deirdre mentioned that next Monday, there will be a review of the Gravel Pit and Alteration of Terrain documents. Next Saturday 09/25/2021 will be the Gravel Pit inspections.
- Shawn mentioned that he learned that he needs to have an Ex-Officio alternate and asks all to contact him if they know of someone who wishes to be the Ex-Officio alternate. Shawn explains that this alternate would have the same role as any other alternate to be fully engaged and would sit in for Shawn in his absence and be more effective in that role.
- Deirdre mentioned receipt of the Public Utility Letters for service and there was discussion among the Planning Board about the necessity of the letters. Waiting on the letters can delay projects, but NH Administrative Rules PUC 1203.01 address that utilities must act if a request is made removing the need for the Planning Board requirement.

**7:37 Public Hearing- Niel and Krissa Somero and Somero Family Trust , Wheeler Road, Lot Line Adjustment Map 7 Lot 62 and Map 7 Lot 64**

Kathleen Rogers of Rogers Engineering Solutions, LLC provided an overview of the project which is to adjust the lot line between Map 7 lot 62 and lot 64. There is an existing utility pole on lot 64 which services the house on lot 62. By adjusting lot line between the two properties, transferring 75.28 feet of frontage and .66 acres from lot 64 to 62 the condition can be remedied and pole will not need to be moved.

The Planning Board reviewed the application. Tim made motion to accept the waivers as requested. Lou A seconded. No further discussion. 6 Yea 0 Nay. Motion carries. Discussion on completeness. Motion to accept the application as complete made by Lou A. Craig seconded the motion. No further discussion. Motion carries 6 Yea 0 Nay. No discussion on compliance.

Motion to accept application for compliance with the following conditions:

1. Payment of fees
2. Receipt of Mylar and maps
3. Monuments set

Shawn made motion to accept as compliant. Josh seconded the motion. Vote 6 Yea and 0 Nay. Application is approved with conditions.

**8:04: Public Hearing –Dean and Martha Bertram, 18 Poor Farm Road, Two Lot Subdivision Map 8 Lot 15B.**

Jed Paquin, Land Surveyor and Sharon Monahan, Certified Wetland Scientist provided an overview of the project. There is an existing house on Lot 15B and the owners wish to subdivide the existing house and build a future home with a separate access. Jed Paquin advised that as noted by Kent Brown during the review of the application, there is a dredge and fill permit needed that would expand an existing crossing that is 10 ft wide to one that is 14 ft. maximal width. Jed also noted an existing culvert is to be removed. An application was submitted to the Zoning Board of Appeals last week for the wetland changes. A subdivision application was submitted to the State of New Hampshire and the State has asked for additional information on the crossings. Elizabeth Erokie of 146 Wheeler Road asked what the impact will be on her property line. Deirdre advised that there could potentially be a home between the existing home and her property. While the application initially requested waivers, the application to the Zoning Board of appeals and State for the wetland permits removed the need for waivers.

Motion to accept the application for completeness by Shawn. Seconded by Josh. Motion carries 6 Yea 0 Nay.

There was discussion about the driveway, steep slopes and erosion control plan. Deirdre shared the Planning Board Checklist for Subdivision for Compliance with Zoning Ordinance. Jed provided letter which addresses wetland crossing for proposed driveway access. Liz would want to see the driveway layout, erosion control plan reviewed by Engineer and storm water management plan. Discussion of Conservation Commission reviewing the documents was mentioned and the Land Use clerk stated documents were submitted to them. The shared driveway option was mentioned and Jed asked if the Planning Board would agree to that. Liz stated she would not object to combine driveway. Sharon Monahan stated that the owners do not want a shared driveway. Liz mentioned that the Zoning Ordinance required that if there is development on steep slopes, you do need an erosion control plan. Deirdre asked Sharon how long the driveway may be and Jed Paquin

responded that it is about 140 feet to get you to the other side of the 50 foot setback. With the density of steep slopes and wetland setbacks, Jed was asked to show a practical option for a driveway with erosion controls. Liz stated the Board would need to decide to notice or continue to a date certain. Deidre advised we need to continue for a date certain based on requested information/plan updates. Jed Paquin asked for six weeks to continue. Hearing was rescheduled to a date certain to November 3, 2021 at 7:30PM. Tim motioned to reschedule to a date certain of November 3, 2021 and Josh second the motion. 6 Yay 0 Nay. Motion carries.

**Old/New Business:** Deidre mentioned the status of the meetings for priority projects. Lou advised meeting for gravel pits on Monday September 20, 2021. Shawn Talbot mentioned spot zoning being brought up during a Board meeting. He stated that he hasn't had a chance to look into but a Commercial District must be zoned for the entire town with different categories. Shawn advised that the commercial project committee has not met yet due to scheduling issues. Deidre asked about the solar committee and mentioned that the State of NH has announced some new latitude for city/town solar projects. The discussion continued about power and where to place Solar in the Town. Shawn Talbot mentioned that a meeting was set up with a company that did a lot of work. The Planning Board was invited and Zoom was set up and no one attended. The school was secured for those in attendance to hear the information and obtain feedback. The meeting was noticed and no one attended. Deidre suggested that the Town Administrator set up another meeting. Dee will send the Plan Link to the Town Administrator.

At 9:00, Josh adjourned the meeting.

Respectfully submitted,  
Jennifer Minckler  
Land Use Administrator