

**Town of Jefferson**  
Office of the Planning Board

**Minutes**

January 14, 2014

**Members present:** Chairman Susan Griffin, Donna Laurent, alternate; Charles Muller, Vernon Matson, Michael Meehan, Jeff Young, Gordon Rebello

**Absent:** Kevin Meehan, Selectmen's representative; Jason Call, alternate

**Others present:** Charlene Wheeler, Board secretary

In the absence of a regular Board member, Donna Laurent was designated a voting member for this meeting.

**Minutes**

Jeff Young made the motion to approve the minutes of the December 10, 2013 meeting as read, seconded by Michael Meehan. The vote to accept the motion was unanimous.

**Financial Report**

Charles Muller made the motion to approve the final report on expenditures for 2013, seconded by Vernon Matson. The vote to accept the motion was unanimous.

**Communications**

A letter of credit for \$35,000.00 has been received from Wayne Lieberum as agreed upon and was placed in his subdivision's file folder.

A copy of a letter sent from the NH Department of Transportation (DOT) to Ruth Gilmour has been sent to the Board. The Board secretary spoke with Philip Beaulieu of the DOT's Lancaster office and was told the Gilmour, Bennett, and Small three lot subdivision, Tax map 18, (on Route 115, a limited access highway) which was approved by the Board in November, 2011 does not have approved driveways as indicated on the plat of the subdivision. An application to the state was never completed. Assistant to the Selectmen, Linda Cushman, was told of the situation since a driveway permit is needed to obtain a building permit. This situation points out the need to give conditional approval to subdivisions if all permits are not yet granted and give final approval only when the Board has these permits on file. Now there is a plat recorded showing driveways that don't exist. The Board took no further action.

Copies of Selectmen's minutes were circulated.

The January/February 2014 issue of *Town and City* magazine was circulated.

## **Unfinished Business**

The Board secretary circulated a rough draft of an article for the Town Report. Jeff Young made the motion to approve the draft as written, seconded by Gordon Rebello. The vote to accept the motion was unanimous.

A question was asked if there was any news to report on the progress of the Lewis site issue on Route 116 but there was none.

The discussion of utilities was tabled until the Board's next meeting.

Chairman Griffin told Board members she had made the decision to resign from the Board. She said she has served for five years and enjoyed the challenge but now needed time to devote to other things. Board members and the Board secretary expressed deep regret at this news and said she had done such a fine job serving as a Board member and then as Board chairman. It was hoped she would consider continuing to serve the Town as an alternate either to the Planning Board or the Board of Adjustment. Chairman Griffin at the urging of the Board agreed to serve on the Board until Town Meeting on March 11, after which election of officers will be held. Donna Laurent was asked to consider becoming a regular member at that time.

Jeff Young made a motion to adjourn the meeting, seconded by Michael Meehan. The meeting was adjourned at 7:45 p.m.

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Charlene Wheeler  
Secretary to the Board