

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

**Minutes**

November 11, 2014

**Members present:** Chairman Gordon Rebello, Donna Laurent, Gil Finch, Jeff Young, Jason Call, alternate; Kevin Meehan, Selectmen's representative;

**Absent:** Michael Meehan, Scott Guerin, alternate, Charles Muller

**Others present:** Charlene Wheeler, Board secretary, Brian Matson, Tom Brady

In the absence of regular Board members, Jason Call and Gil Finch were designated voting members for this meeting.

**Minutes**

Jeff Young made the motion to approve the minutes of October 28, 2014 meeting as read, seconded by Jason Call. The vote to accept the motion was unanimous.

**Consultation – Matson**

Brian Matson presented the Board with a plan to subdivide land on Turnpike Road, Map 7, Lots 6 (60.95 acres), 6A(5 acres), and 6B(5 acres). These three lots would be combined into two lots, one lot being 35.38 acres and one lot being 35.57 acres. Both lots have at least 200 feet of frontage on Turnpike Road. No changes seemed to be needed on the plat. Mr. Matson was given an application and checklist to complete. He thanked the Board and left the meeting

**Consultation – Cronin Estate**

The Board has received an application from Lynda Simmons, as personal representative to the John P. Cronin estate, to subdivide land, Tax Map 10, Lot 48A. The proposal would divide 16.5 acres into two lots, lot 1 being 9.58 acres and lot 2 being 6.92 acres. A previously shown plat has been redrawn to follow suggestions made by the Board at its last meeting. A hearing has been scheduled for November 25.

**Consultation – Girourd**

Roger Girourd has submitted revised plats and a mylar of his property (Map 6, Lot 32) proposing a new lot with 200 feet of frontage on Girourd Lane coming off Turnpike Road. The new lot would be 5.30 acres and the remaining lot 39.90 acres. A hearing has been scheduled for November 25. Board members again examined Mr. Girourd's plat. The Board secretary reported she had met with Mr. Girourd after the last Board meeting to discuss the Board's concerns about the proposal and information that was needed on his plat. He was also given a copy of Article V, Section 9 Floodplain Development Ordinance so he was familiar with its requirements. It appears all the changes the Board wanted to see on the plat had been made but there were questions about where the line was drawn from information taken from the Flood Insurance Rate Map. A discussion followed on how the Board should respond to requests to create a subdivision of land in

flood prone areas. An opinion from the town's attorney was read and considered. Jason Call again expressed his concern at allowing development in flood prone areas and asked Board members to reread sections of the Land Use Ordinance and Subdivision Regulations as mentioned in the last meeting's minutes before the scheduled hearing takes place. Kevin Meehan and Jeff Young said it was important that Mr. Girourd was now informed of the impact of the Shoreline Protection Act and of the Floodplain Development Ordinance on development of this property. The Board also discussed the road frontage of the new lot on the private road now labeled on the new plat as a right-of-way. Jason Call thought a site visit might be a good idea to evaluate the road. The town attorney had advised the Board could require the road be rebuilt to town specifications as a condition of approval.

### **Consultation – Dutkewych**

Adrian and Jenna Dutkewych submitted an application to merge two lots, Map 17, Lot 8B (7.22 acres) and Lot 8C (5.9 acres). A map submitted with the application was examined. Jeff Young made the motion to approve the voluntary merger, seconded by Kevin Meehan. The vote to accept the motion was unanimous. Chairman Rebello signed the application and the Board secretary will file it at the Coos County Registry of Deeds.

### **Consultation – Brady**

Tom Brady, even though he had not been placed on the agenda, had come to the meeting with an application for a three lot subdivision of property on Ingerson Road, Map 19, Lot 9A. Board members examined the plat and noted that boundary line adjustments were also being requested. An application for boundary line adjustments from all property owners involved needed to be received and approved before a subdivision proposal could be considered. Each application would require a separate plat. Also, since each of the proposed subdivided lots would be under five acres, approval from NH Department of Environmental Services would be needed. Jeff Young made the motion to only charge a single fee for publication of hearing notice if both applications for boundary line adjustment and subdivision are scheduled to be heard on the same date. Donna Laurent seconded the motion. The vote to accept the motion was unanimous. Mr. Brady was given a boundary line adjustment application form. He thanked the Board and left the meeting.

### **Communications**

The Board of Selectmen have asked the Planning Board to submit their budget request for 2015 by December 1. Jeff Young made the motion the amount of \$6000.00 again be requested for the coming year, seconded by Donna Laurent. The vote to accept the motion was unanimous. Jeff Young then made the motion the Board secretary salary be increased by \$1.00/hour, seconded by Donna Laurent. Discussion followed. The Board secretary, who is now paid \$12.50 an hour, last received an increase two years previously. Kevin Meehan said the Board of Selectmen usually considered a percentage increase in town employee wages to start in January but wasn't sure what that might be. The vote to accept the motion were five yeas. Kevin Meehan did not vote.

It was noted the Board has to post notices of a hearing about changes to the Land Use Ordinance before January 10, 2014. The Board has voted to remove Article X, Section 4.D.12. At the Board's last meeting Michael Meehan said the Board should consider removing the word "placed" from Article IV, Section 2 of the Land Use Ordinance to clarify the requirement. Jeff Young made the motion the Board do so, seconded by Donna Laurent. The vote to accept the motion was unanimous. Because the fourth Tuesday in December is so near Christmas, Jeff Young made the motion to notice a hearing of these two changes to the Land Use Ordinance for Tuesday, December 16, hold the regular meeting on December 9, and cancel the December 23 meeting. The motion was seconded Donna Laurent. The vote to accept the motion was unanimous.

Copies of building permits were circulated.

Copies of Selectmen's minutes were circulated

The September/October issue of *Town and City* magazine was circulated.

#### **Unfinished Business**

Discussion of issues arising from landlocked lots that exist in the town was tabled until the next Board meeting.

Jeff Young made a motion to adjourn the meeting, seconded by Jason Call. The meeting was adjourned at 8:45 p.m.

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Charlene Wheeler  
Secretary to the Board