

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

**Minutes**  
May 14, 2019

**Members present:** Chairman Jeff Young; Michael Meehan, Jason Call, alternate; Donna Laurent, Gordon Rebello

**Absent:** Gil Finch, Kevin Meehan, Selectmen's representative

**Others present:** Charlene Wheeler, Board secretary; Chris Milligan, Gardner Kellogg, Keith Josselyn, Helene Josselyn, Dawn Miller, Marc Miller

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

**Minutes**

Jason Call made the motion to approve the minutes of the April 9 and April 23, 2019 meetings, seconded by Michael Meehan. The vote to accept the motion was unanimous.

**Hearing – Road Standards Revisions**

Chairman Jeff Young opened the public hearing to receive comments or questions about the proposed revisions to the road standards in the Subdivision Regulations and Procedures. Keith Josselyn inquired if driveways or shared driveways are addressed in the revisions. He had been denied a proposed driveway entrance by the state. He was told the town does not have jurisdiction over driveways on state roads which North Road is. The proposed revisions apply only to town roads. Gordon Rebello inquired about the width of rights-of-way in section 8.3 and was told it was edited to read 50 feet. Also in section 8.10 the number of units was edited to 15. Encouraging bike paths was added to the bulleted items under the Purpose section. Chris Milligan was given a copy of the revisions to keep. There being no other questions or comments, Chairman Young closed the public portion of the hearing. Donna Laurent made the motion to accept the revisions as written, seconded by Gordon Rebello. The vote to approve the motion was unanimous.

**Hearing – Josselyn/Miller BLA**

Gardner Kellogg representing Keith and Helene Josselyn and Marc Miller presented the Board with an application to adjust boundaries between Tax Map 2, Lot 7 owned by the Josselyn Trust and Tax Map 2, Lot 6C owned by Mr. Miller. Both properties are on North Road. There is a right-of-way called Sadie Lane giving access to Lot 6C. The adjustment would add 9.72 acres from Lot 7 to Lot 6C. Lot 7 would then contain 20.98 acres and Lot 6C would contain 31.19 acres. Checks were produced for the town and Coos County Registry of Deeds fees. Board members examined the plat. It was confirmed Sadie Lane is a shared driveway. The Board secretary reported she had received no questions or comments from abutters. Gordon Rebello made the motion to accept the application as complete, seconded by Michael Meehan. The vote to accept the motion was unanimous. There being no other questions or comments, Chairman Young closed the public portion of the hearing. Jason Call made the motion to approve the boundary line adjustment, seconded by Gordon Rebello. The vote to accept the motion was unanimous. The Board secretary will file the mylar at the Coos County Registry of Deeds.

**Hearing – Josselyn Subdivision**

The boundary lot adjustment noted above being approved, then Lot 7 would be subdivided into 3 lots, one containing 6.9 acres, one containing 8.53 acres, and one containing 5.55 acres all have frontage on North Road. On one of the proposed new lots there are 2 structures closer to a boundary line than allowed. Mr. Josselyn said he would remove these structures rather than try to be granted a variance. Driveway permits from the state would have to be obtained. In order to get permits on two of the proposed lots shown on the plat, Mr. Josselyn was told he must do away with the second entrance to an existing circular driveway. A letter from the state confirmed the application for permits. It was noted reference was made to an agreement not to change the course of any springs or impede their flow across the property and this should

be in any conveyed deeds if a lot is sold. Gordon Rebello made the motion to accept the application as complete, seconded by Donna Laurent. The vote to accept the motion was unanimous. Chairman Young opened the hearing to public comment. The Board secretary reported she had received no comments or questions from abutters. There being no other comments from those attending, Chairman Young closed the public portion of the hearing. Gordon Rebello made the motion to approve the application with the conditions that structures within the setback be moved or removed and driveway permits obtained. The motion was seconded by Donna Laurent. The vote to accept the motion was unanimous. The Board secretary will file the mylar at the Coos County Registry of Deeds. The Josselyns, Millers, Gardner Kellogg, and Chris Milligan left the meeting. Chris Milligan briefly returned to ask the Board if they still would welcome any comments relative to the revised road standards and they said they certainly would.

#### **Hearing – Continued – Kenison Campground**

There being no new information received from the Kenisons, the hearing was continued.

#### **Consultation – Kellner Trust BLA**

Burke Yorke has said he will be coming to the Board with an application to change a boundary line between two lots owned by the Kellners, Map 22, Lots 8 and 9. To date no further information has been received.

#### **Financial Report**

Jason Call made the motion to accept the financial report, seconded by Michael Meehan. The vote to accept the motion was unanimous.

#### **Communication**

An e-mail from June Gardner confirming the points of the April 23 meeting was circulated. Board members are to compare the sections of the Bethlehem Master Plan and compare them to Jefferson's existing plan. What sections will be needed in Jefferson's update? There seem to be agreement that Board members wanted an easily read document which doesn't get bogged down with too many statistics, charts and descriptions. A short discussion of how surveys should be distributed followed, with each idea having some potential drawbacks. It was thought younger residents should be surveyed as well, maybe 16 years of age and above since they may be the town's residents of the future. It was agreed that other groups and organizations in the town should be involved in the process. Information to access copies of the Bethlehem and Shelburne master plans on the web was circulated. Copies of the town of Whitefield's recent survey were given to each member. The Board will meet with Ms. Garneau again on July 9. At this time, the Board may not go to its summer schedule in order to work on this project.

The Board received an invoice from Burr Phillips of Civil Solutions for his attendance at the Board's hearing of the Kenison campground proposal. It will be submitted to the town office for payment.

Copies of building permits were circulated. It was noted there was a large storage building placed on a lot across from the town post office which appeared not have a building permit.

Copies of Selectmen's minutes were circulated.

A copy of the May/June *Town and City* magazine was circulated.

#### **Other Business**

The Planning Board is cancelling the May 28 and June 11 meetings. The next scheduled meeting will be June 25. The Board secretary will post notices.

Jason Call made a motion to adjourn the meeting, seconded by Gordon Rebello. The meeting was adjourned at 9:10 p.m.

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Charlene Wheeler

Secretary to the Board