

Town of Jefferson
Office of the Planning Board

Minutes

December 16, 2014

Members present: Chairman Gordon Rebello, Donna Laurent, Michael Meehan, Gil Finch, alternate; Kevin Meehan, Selectmen’s representative, Jeff Young, Charles Muller
Absent: Jason Call, alternate; Scott Guerin, alternate
Others present: Charlene Wheeler, Board secretary

Minutes

Jeff Young made the motion to approve the minutes of the November 25, 2014 meeting as read, seconded by Charles Muller. The vote to accept the motion was unanimous.

Hearing – Proposed Changes to Land Use Ordinance

Chairman Rebello opened the public hearing for questions or comments. The Board secretary reported there were no communications received to comment. Kevin Meehan said several people had inquired about the changes but none had expressed opposition to them. No other person was present from the public to speak. There being no further questions or comments, Jeff Young made the motion to close the public session of the hearing, seconded by Michael Meehan. The vote to accept the motion was unanimous. Chairman Rebello closed the public portion of the hearing.

Board members discussed each of the three items in turn. Donna Laurent asked about requiring contours and elevations on building permits and Gil Finch asked for clarification on the word “construction” requiring permits. Both of these items are already currently required or defined in the ordinance. Kevin Meehan also explained the rationale of the Selectmen in wanting to the ability to change the fee for building permits based on administrative costs to the town. Michael Meehan asked if telecommunications towers should be allowed closer to schools. Because of new construction techniques employed in erecting towers and low energy levels of microwave emissions this isn’t creating a danger as once thought.

Jeff Young made the motion to recommend the three revisions to the Land Use Ordinance to Selectmen and request they be placed on the town warrant for a vote, seconded by Donna Laurent. The vote to accept the motion was unanimous.

Because of a winter weather advisory the Planning Board’s December 8 meeting had been cancelled. It was noticed the Board would discuss items scheduled for that cancelled meeting if there was sufficient time after the public hearing on December 16. The Board continued with the business which had been postponed,

Consultation – Brady Boundary Line Adjustment and Subdivision

The Board has received applications from Thomas, Michael, Lawrence, and Jane Brady for boundary line adjustments to their properties, Map 19, Lots, 9, 9A, and 9B. and from Thomas and Michael Brady to subdivide land, Tax Map 19, Lot 9A. The subdivision proposal would divide 10.65 acres into three lots, lot 1 being 3.2 acres, lot 2 being 3.7 acres, and lot 3 being 3.75 acres. Payment for application fees and registration of plats has not yet been received. Board members examined the plats to see if any needed changes could be identified. Copies of permits from the NH Department of Environmental Services have already been received for the lots being less than 5 acres. The Board secretary, who had just received the plats that day, said she would go through the checklists for each application. A hearing date has been set for January 13, 2015.

Consultation – J & M Revocable Trust Lot Merger

James and May Brady, as trustees of the J & M Revocable Trust, submitted an application to merge two lots, Map 20, Lot 18 (5.07 acres) and Lot 19 (5.01 acres). Jeff Young made the motion to approve the voluntary merger, seconded by Gil Finch. 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.

Communications

Copies of building permits were circulated.

Copies of Selectmen's minutes were circulated

The Board secretary suggested adding the requirement to the subdivision and boundary line adjustment application checklists to ensure a blank box is left in the upper right hand corner of each mylar and plat per the requirement of the Coos County Registry of Deeds. Board members wondered if such a change required a hearing. This was a requirement for filing not a requirement of the Planning Board. The Board secretary will check to determine the correct procedure to follow.

Unfinished Business

Wayne Lieberum's letter of credit (LOC) to ensure installation of utilities on his subdivision off Stag Hollow Road is due to expire February 1, 2015. The Board secretary was instructed to contact Mr. Lieberum to remind him again of the situation. In 2014 Mr. Lieberum agreed to raise the amount of the LOC to \$35,000.00. The Board felt it should again be raised by 10% as allowed by statute (or \$3500.00) as costs for utilities continue to increase.

Board members noted the Board has only 6 regular members since the resignation of Vernon Matson. Gil Finch, who has been serving as an alternate, has been helpful to the Board contributing his time and learning the regulations and procedures. Jeff Young made the motion Gil Finch be recommended to the Board of Selectmen for appointment as a regular member. The motion was seconded by Charles Muller. The vote to accept the motion was unanimous.

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 Donna Laurent. The meeting was adjourned at 8:04 p.m.

Charlene Wheeler
Secretary to the Board