

Town of Jefferson
Office of the Planning Board

Minutes
October 13, 2020

Members present: Chairman Gil Finch, Gordon Rebello, Donna Laurent, Jason Call, Bob Roy, alternate

Absent: Michael Meehan, Kevin Meehan, Selectmen's representative; Wayne Kellner, alternate

Others present: Charlene Wheeler, Board secretary; Chief Chris Milligan

In the absence of a regular member, Bob Roy was designated a voting member for this meeting.

Minutes

Gordon Rebello made the motion to approve as read the September 22, 2020 meeting minutes, seconded by Jason Call. The vote to accept the motion was unanimous.

Hearing – Continued – Kenison Campground

The Board secretary reported there were no updates. She was asked to contact the Kenisons and ask where they are in their planning. The two year anniversary of their application will occur in June and Board members said they will not continue this application without significant progress. Also, if such progress should be reported abutters need to be noticed after such a long delay.

Master Plan

June Garneau plans to meet again with the Board on October 27.

Communications

Copies of building permits were circulated

Copies of Selectmen's minutes can be read on the town's website and any questions brought to the next Planning Board meeting. A copy of the minutes of the joint meeting with the Select Board on September 28 has already been given to Planning Board members

There has been word from Bruce Hicks that he is no longer interested in becoming a member of the Planning Board.

Unfinished Business

Fire Chief Chris Milligan joined the Board to give them a document which outlined the need for an amendment to the Land Use Ordinance. This topic was discussed at the Joint meeting with the Select Board (referenced above). The Planning Board and the Zoning Board of Adjustment have previously discussed fire and safety issues when a new owner begins or takes over an existing business, there is a proposal for a new road, or a new subdivision. Property owners need to be better informed of these already existing state codes. It makes it very difficult to enforce these codes when owners are not aware of what they are obligated to do.

Gordon Rebello thought the proposed amendment should apply to all structures in the town including private residences. The Board secretary said responses to a Master Plan Survey question asking about the need for a building inspector were very much against such an idea. Some other members agreed asking for an across the board ordinance would seem to appear the Planning Board was totally ignoring survey results. Enough votes to pass such an ordinance

would be doubtful. Chief Milligan said as it stands now the town has not made it particularly clear the duties of property owners and developers with regard to RSAs enumerating New Hampshire building codes and fire codes which apply to everyone in the state. This makes it difficult for the fire department to carry out its mandatory obligations. People deserve accurate information at the start of any project. It would be helpful if the forms and instructions provided by every town board notify applicants that an immediate or later fire inspection is a very real possibility, in many cases, whether or not a permit is required, and that many situations may involve nothing more than filing a notice to the fire department.

Chief Milligan wanted it understood this didn't mean the fire department expects or even wants to take on additional duties as code enforcers. There are other ways to do this including professional building inspectors to provide reports to the town. The town shouldn't have to bear the costs of safety inspections. The fee for a current building permit from the town certainly wouldn't cover such a cost. A business shouldn't be just inspected when it begins or changes hands. It should be done at regular intervals to protect the public.

The Board secretary made copies of Chief Milligan's document for the Board members to read over carefully and they will return to the issue at their next meeting. The document is attached to these minutes. Board members thanked the chief for coming to the meeting and bringing this needed information to the Board.

The Board secretary gave Board members copies of ordinances in the towns of Whitefield and Lancaster pertaining to recreational vehicles and camping as well as short term rental units to read before the next meeting. These are also issues with which the Planning Board is currently dealing.

Chief Milligan also asked about up to date maps of 911 locations, including properties with multiple units or where driveway names may have changed. The Board secretary will check with the Select Board for information as well as June Garneau who has worked with the town on their emergency response plan.

The Board's next regular meeting date is October 27.

There being no further business, Bob Roy made the motion to adjourn the meeting, seconded by Jason Call. The meeting was adjourned at 8:30 p.m.

Charlene Wheeler
Secretary to the Board