

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

**Minutes**  
February 26, 2019

**Members present:** Acting Chairman Jeff Young; Jason Call, alternate; Michael Meehan, Gil Finch, Kevin Meehan, Selectmen's representative

**Absent:** Donna Laurent, Gordon Rebello

**Others present:** Charlene Wheeler, Board secretary, Andy Nadeau, Brain Salas, Shane Dion, Jennifer and Michael Kenison

In the absence of Chairman Laurent and Vice Chairman Gordon Rebello, Jeff Young served as Acting Chairman. In the absence of a regular Board member, Jason Call was a voting member for this meeting.

**Minutes**

Jason Call made the motion to approve the minutes of the February 12, 2019 meeting, seconded by Gil Finch. The vote to accept the motion was unanimous.

**Hearing – Verizon request to trim on Ingerson Road**

Shane Dion and Brian Salas, representing Verizon, requested approval for trimming and removal of trees on Ingerson Road which is a designated scenic road within the town. Trimming is contracted to Asplundh and is usually done in 3-year cycles. Contractors are required to contact each landowner prior to commencement of work on their property. At this time there are 8 trees slated for removal which are all considered hazardous. The trees have been marked. Michael Meehan said trees were cut 2 cycles ago along a property where they shouldn't have been. The Board was told the trees presently slated for removal are nowhere near this property. The Board was given a Hazard Tree Identification List of the location and type of tree slated for trimming or removal for their records. No members of the public had any other questions or comments. Jason Call made a motion to close the public hearing, seconded by Michael Meehan. The vote to accept the motion was unanimous. Mr. Dion and Mr. Sala thanked the Board and left the meeting.

**Hearing – Cook BLA**

Andy Nadeau of Horizons Engineering, acting as agent for George & Ann Cook and CHP Management, LLC. 241 Ingerson Road, Jefferson, presented the Board with a proposal to adjust boundary lines. This property is located on Ingerson Road, Jefferson, NH, Tax Map 10, Lot 45 and Lot 48B, Tax Map 19, Lot 6. Boundary lines are being adjusted so that 11.29 acres in Map 10, Lot 48B is to become 15.10 acres. The additional 3.81 acres coming from Map 19, Lot 6/Map 10, Lot 45. Board members examined the two plats (because of the large size of the properties) that came with the application and offered no suggestions for changes. The need to show the entire area of the properties was waived. The Board secretary reported a phone call had been received from an abutter, Joan Burton, who asked about the plan, but said she had no objections to the proposed adjustment. Jason Call made the motion to accept the application as complete, seconded by Michael Meehan. The vote to accept the motion was unanimous. Acting Chairman Young closed the public portion of the hearing. There was no further discussion. Jason Call made the motion to approve the application, seconded by Michael Meehan. The vote to accept the motion was unanimous. The mylars were signed and the Board secretary will file the plats at the Coos County Registry of Deeds and notify the applicant. Mr. Nadeau thanked the Board and left the meeting.

**Consultation – Kenison Campground Proposal**

An application form for a campground subdivision and one of two needed application forms for a Special Exception for the Zoning Board of Adjustment (along with a list of abutters) from Michael and Jennifer Kenison, 43 Bailey Road (Rt. 116), Jefferson, have been received for a proposal to develop and operate a 250 campground being planned to be completed in stages of about 50 sites each over a period of time. This property is located on Bailey Road, Jefferson, NH, Tax Map 5A, Lot 47. The required plat/s are still being prepared by Connecticut Valley Designs of Littleton. The Kenisons came to the Board again to discuss the project asking for "preapproval" of their plans. What needs to be shown on any plat? It was difficult for

the Board to give an exact answer without seeing a very specific plan drawn by an engineer. The Kenisons said they are aware of the subdivision regulations and have a subdivision checklist of requirements. The town's attorney said the campground is considered a subdivision and must follow those regulations even though some of these regulations may be waived by the Board if they felt it appropriate. It was noted many of the sites are very close to property lines. Will a variance be necessary? If it is the Kenisons would have to complete the application form sections required for a variance. The Kenisons said they would apply for one. Input from the Board's engineer will be required and the Kenisons are responsible for his fees. The town's fire chief should also be asked for his input. There was a discussion of who is required to prepare a plat, is there a specific engineer required? A hearing date on March 14 for a Special Exception has been noticed for the Zoning Board of Adjustment. Also, a hearing date was set for March 26 for the Planning Board. However, the applications may not be considered complete at that time and the hearings continued. Jason Call made the motion to share the town attorney's advice to the Board with the Kenisons, seconded by Gil Finch. The vote to accept the motion was unanimous. It was decided to hold the hearings because hearing from abutters or comments from the public would be helpful in providing the Boards with additional information to reach a final plan that may be accepted and then finally approved. Also all permits at some point must be received. Will a bond be required, maybe this is something which should be waived. The Kenison were told site visits may be required and the whole process may take longer than they anticipated. A project this size can have a large potential impact on the town's resources. The Board directed the Board secretary to contact the town's attorney again on how to proceed. Is a 22" x 34" plat (as required in the subdivision regulations) needed whether it is being filed or not? What happens if after approval is given the plan may need to be modified? It was suggested it might be more productive to have an overall general plan but submit a much more detailed plat for each phase of about 50 sites for approval as each one is developed. The applicants indicated a time frame of at least 10 years, possibly more to complete the entire project adding one phase at a time. As the business is operated some revisions in the plan are more likely than not to be needed. The Kenisons thanked the Board and left the meeting.

#### **Financial Report**

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

#### **Revision of Road Standards**

The Board secretary distributed copies of the completed road standards draft document so Board members could do a final review before scheduling a formal hearing. A suggestion made by Chairman Laurent that perhaps bicycle paths along roads be addressed in the standards was given to the Board. Because of the lateness of the hour, the Board tabled discussion until their next meeting.

Michael Meehan made a motion to adjourn the meeting, seconded by Gil Finch. The meeting was adjourned at 10:00 p.m.

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Charlene Wheeler  
Secretary to the Board

