

Town of Jefferson
Office of the Planning Board

Minutes
April 13, 2021

Members present: Chairman Michael Meehan, Gil Finch, Jason Call
Absent: Donna Laurent, Gordon Rebello, Kevin Meehan, Selectmen’s representative;
Bob Roy, alternate: Wayne Kellner, alternate
Others present: Charlene Wheeler, Board secretary; June Garneau, Olin Garneau, Mark Vander-Heyden, Julia Gilmore

The Board did not have a quorum and no votes were taken. Board members agreed to continue work on the Master Plan and consult on a pending boundary line adjustment application.

Minutes

Board members present were asked if there were any errors spotted in the March 23 meeting minutes and none were noted. The vote to approve the minutes will be addressed at the Board’s next meeting.

Master Plan

June Garneau and Olin Garneau handed out drafts of the sections in progress of the Master Plan. The Introduction, Chapter 2: Transportation, and Chapter 10: Regional Considerations are now complete. The Board did a final review of edits to Chapter 5: Housing and Population and this is now complete as well. There were major changes made to the draft of Chapter 6: Economic Development and will be reviewed again. The Board began editing a new draft Chapter 4: Utilities, Public Service & Energy. This included electricity, telephone, cell and cable service, public water supply and wastewater collection, and solar wind biomass, and hydroelectric energy sources. There was a focus on the need for better cell and cable service. This chapter will be reviewed again once edited. Chapters 1, 3, 7, and 9 first drafts need to be written. Chapter 8: Recreation & Trails has been started but the first draft not completed. The Board expects to continue meeting with June on April 27. June and Olin thanked the Board and left the meeting.

Consultation – Boundary Line Adjustment – Rebecca Ring and Thomas Hatfield

Mark Vander-Heyden, acting as agent for Rebecca Ring and Thomas Hatfield, presented the Board with a plan to change boundary lines of Lots 36 and 36B, Map 2 located at 53 and 50 Marshal Road off North Road. The Board had previously had an initial consultation about this proposal at their August 11, 2020 meeting. The boundary lines are to be redrawn so that an equal amount of land (.2429 acres) is traded between the two owners with no new lots created and no significant increase or decrease in the size of either lot. The owner of lot 36B wanted to build a garage. In order for the garage not to be too close to a lot line or the right-of-way existing through the lots the boundary lines needed to be moved. The Board checked to determine where the septic systems and

sources of water were located. There were questions about the exact location of the right-of-way and what was a logging road. Mr. Vander-Leyden had a copy of the boundary line adjustment checklist so he could understand what was required on the plat and for the application. A deadline of April 19 was set for the Board secretary to receive the completed application so that notices could be completed as required for a hearing on May 11. Mr. Vander-Leyden assured the Board he would make that deadline, thanked the Board and left the meeting.

Communications

The Board received notification of a Special Exception granted to Adrian and Jenna Dutkewych to operate a home-based business (White's Septic Service) located on 259 Old Cherry Mountain Road.

Copies of two building permits were circulated. No comments or questions were added to the new routing sheet the Select Board has instituted.

Copies of Selectmen's minutes can be read on the town's website and any questions brought to the next Planning Board meeting.

The Board secretary reported she had received a letter from an attorney for Tara Munnelly requesting minutes and any other written information pertaining to Ms. Munnelly's dealings with both the Planning Board and the Select Board. The Board secretary spoke to the attorney's assistant and explained that there have been many records pertaining to that particular property (Map 5, Lot 1) but the majority, unfortunately, are not available at this time because of the destruction of the town hall and offices due to a major fire. However, the secretary could refer the firm to minutes for meetings taking place in 2018 and 2020 posted on the town's website. She gave the attorney's assistant some background history of the property going back more than 20 years or more as best she was able.

Unfinished Business

The Board secretary was asked to secure means to record Board meetings as the previous machine was destroyed in the fire. She is still trying to track down reference books ordered from the NH Municipal Association that were shipped and are now missing.

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

There being no further business, Jason Call made the motion to adjourn the meeting, seconded by Gil Finch. The meeting was adjourned at 9:35 p.m.

Charlene Wheeler
Secretary to the Board