

Town of Jefferson
Office of the Planning Board

Minutes
June 25, 2019

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

Absent: Kevin Meehan, Selectmen's representative

Others present: Charlene Wheeler, Board secretary; Burke York, Terry Kenison

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

Minutes

Michael Meehan made the motion to approve the minutes of the May 14, 2019 meeting, seconded by Donna Laurent. The vote to accept the motion was unanimous.

Hearing – Wayne G. Kellner Trust

Burke York representing Wayne and Ann Kellner, trustees of the Kellner Trust presented the Board with an application to adjust boundaries between Tax Map 22, Lots 8 and 9, both owned by the trust. The properties are at 5 Jefferson Notch Road, at the corner of Jefferson North Road and Valley Road. There is a right-of-way across Lot 9. The adjustment would add 0.46 acres from Lot 9 to Lot 8. Lot 9 would then contain 2.0 acres and Lot 8 would contain 29.28 acres. Checks were produced for the town and Coos County Registry of Deeds fees. Board members examined the plat. The Board secretary reported she had received questions from abutter Laurie Carroll but Ms. Carroll expressed no objection to the plan. Donna Lauren made the motion to accept the application as complete, seconded by Gordon Rebello. The vote to accept the motion was unanimous. The road frontage of Lot 8 would be less than 200 feet but the change in boundary lines gives frontage to a previously landlocked lot. There is a section of Lot 8 which would be only 43 feet wide. It was stated that future plans for any subdivision of Lot 8 might have a problem overcoming the requirement of a road in from Jefferson Notch Road having a 50' right-of-way. Mr. York stated the right-of-way would now be removed from the new deeds. There being no other questions or comments, Chairman Young closed the public portion of the hearing. Jason Call made the motion to waive the 200' road frontage requirement as the proposed change improves the situation by providing better access to Lot 8. The motion was seconded by Gordon Rebello. The vote to accept the motion was unanimous. Jason Call made the motion to approve the boundary line adjustment with the waiver as stated, 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. Mr. York and Mr. Kenison thanked the Board and left the meeting.

Hearing – Josselyn Subdivision - update

The Board has received confirmation of driveway permits from the state for the Josselyn subdivision, (approved May 14, 2019, Map 2, Lot 7). 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. Jason Call said the Board should give some thought to how driveway locations are determined on state roads when presented with an application. It probably would be wise to encourage applicants to check first with the state's Department of Transportation before assuming a driveway can be constructed in a certain location.

Hearing – Continued – Kenison Campground

The Board secretary had spoken to Jennifer Kenison who said they are considering hiring Daniel Flores from SFC Engineering in Windham, NH to draw a plat showing a detailed plan of their proposed campground. Mr. Flores met with the Board secretary to get information about what has so far transpired with the application and information about Jefferson's ordinances and regulations. He was also referred to the Board's engineer, Burr Phillips of Civil Solutions. Ms. Kenison seemed to think they could be back before the Board with updated plans in about six weeks.

Financial Report

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

Master Plan

Board members were asked to examine the sections of the Bethlehem Master Plan and compare them to Jefferson's existing plan. What sections should be included in Jefferson's update? There seems to be agreement that Board members wanted an easily read document which doesn't get bogged down with too many statistics, charts and descriptions. Some of the listed maps were probably not needed. A 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. Sending the survey by Every Door Direct Mail within the town, mailing it to any land owners who have out of town addresses, making surveys available in public places within the town and online should all be done. It should be made clear each person 16 years of age and older in a household should be encouraged to complete a survey. It was agreed that other groups and organizations in the town should be involved in the process of identifying concerns of the town's citizens. The Board did not feel a special event to kick off the survey needed to be planned other than published advertisements and posters around town after a noticed public meeting to explain the survey and answer questions. The Board will meet with Ms. Garneau again on July 9. At this time, the Board will not go to its summer schedule in order to work on this project.

Communication

Copies of building permits were circulated.

Copies of Selectmen's minutes were circulated.

Michael Meehan made a motion to adjourn the meeting, seconded by Gil Finch. The meeting was adjourned at 8:20 p.m.

Charlene Wheeler
Secretary to the Board