

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

**Minutes**  
June 23, 2020

**Members present:** Gil Finch, Donna Laurent, Jason Call, alternate; Michael Meehan  
**Absent:** Gordon Rebello, Kevin Meehan, Selectmen’s representative  
**Others present:** Charlene Wheeler, Board secretary; Gardner Kellogg, Wayne Kellner, Will Decourcey

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

This was a “virtual” meeting using the Zoom platform. Appreciation again went to Board member Donna Laurent for organizing the meeting which allowed the Board to meet more safely following state guidelines. It was decided the Board will decide whether to meet virtually or in person at its next scheduled meeting on July 14 after more information is received from the Select Board.

**Minutes**

Donna Laurent made the motion to approve as read the June 9, 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.

**Hearing – Subdivision – Timothy and Sheila Dellarocco**

An application was submitted from Timothy and Sheila Dellarocco, 78 Purchase St., Middleboro, MA for a 3-lot subdivision, Tax Map 18, Lot 3J located at Route 115 and Sunset Paradise Rd. The proposed lots are to be 2.46, 2.68, and 2.80 acres respectively. Permits from the NH Department of Environmental Services have been received since each of the proposed lots is under five acres. Also, an updated application form and payment of fees plus a copy of the property deed have been received as well. Mr. and Mrs. Dellarocco are represented by their agent Gardner Kellogg. Board members have been given copies of the map showing what is being proposed. Abutter notices were mailed and a newspaper notice placed in the *Democrat* newspaper. The public was made aware in notices how to attend the meeting virtually. Board members examined the plat once more. A correction was made to the names labeled on roads. Sunset Paradise should be shown running from its entrance off Route 115 and then turning right and running along the top of the lots being considered in this subdivision. Sapphire Lane continues straight up the hill from where Sunset Paradise turns right. Jason Call questioned the location of the septic system on the lot (2.46 acres) already containing structures. Mr. Kellogg indicated the system was located between the house and the protection circle indicated around the well and was now labeled on the plat. Test pit locations are shown on all three proposed lots. A test pit was dug on the lot already containing a septic system as this confirms the lot is adequate if such a system is needed to be changed or expanded and there is another location available. Mr. Call also expressed concern about the narrow width of one of the lots which would make it difficult to comply with the required 50 ft setback. Mr. Krllogg said this was to preserve an area of softwood trees that had been planted sometime in the past. One lot already has a driveway and potential driveway locations to the remaining two lots were shown connected to Sunset Paradise Rd. before it turns right. Donna Laurent was concerned about the steepness of the road which

makes it very slippery during the winter months, accidents have occurred there in the past. Mr. Kellogg said the slope of the road in some locations is probably at least 10%. Ms. Laurent thought it would be better to locate the driveway on the 2.68 acre lot around the corner after Sunset Paradise turns right. Discussion followed on this point and it was eventually decided to relocate the driveway around the corner. Michael Meehan asked if any questions or comments had been received from abutters or others and was told there were none received.

Michael Meehan made the motion the application be accepted as complete, seconded by Jason Call. The vote to accept the motion was unanimous.

Discussion began. Wayne Kellner said he had made a trip to the property under consideration and he thought the road sign seemed to be facing in the wrong direction. Donna Laurent said she would check it out as she drives by and the Board secretary will contact the town's road agent, Mark DuBois, to have him take a look at it. Jason Call said the lot sizes and road frontages were above the minimum required in the Land Use Ordinance. There being no further discussion, Jason Call made the motion to approve the application with changes made as noted above to driveway locations and road name labels. The motion was seconded by Michael Meehan. The vote to accept the motion was unanimous. The Board secretary will check with the Registry of Deeds to see if plats can be filed in person yet. If not, Mr. Kellogg said he has a container to put a mylar in so it can be mailed. In that case a fee for mailing the mylar will be assessed to the Dellaroccos. When the corrected plats and mylar arrive from Mr. Kellogg the Board secretary will contact Chairman Finch so they can be signed. Mr. Kellogg thanked the Board and signed off from the meeting.

#### **Communications**

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

Jason Call had raised the issue of camping units being used on private property, a sort of B&B operation. The Board secretary located and sent information to Board members from RSA 216-I Recreational Campgrounds and Camping Areas. Should adding language on regulations on camping units in the town's Land Use Ordinance be considered? Discussion will continue on this issue at future meetings.

#### **Unfinished Business**

Kathi Marshall said there were only two Select Board members at their last meeting so they did not vote on any new member appointments to the Planning Board because they weren't sure of how many members regular members and alternate members should comprise a Planning Board. They did, however, approve the reappointment of Gil Finch and Donna Laurent to new three-year terms. Jason Call, whose term as alternate member had also expired, has been nominated to move from serving as an alternate to become a regular member once more. This was also not acted upon by the Select Board for the same reason already stated above

Information from collated Master Plan surveys has still not been shared with the public due to conditions caused by the COVID-19 virus. The power point presentation which will be used to present this information prepared by Mapping and Planning Solutions was sent to Board members to study more closely. The presentation included analysis of trends using charts and graphs. Many written comments (680) also came from survey respondents and these also have been collated and printed copies given to Board members. Generally, Jefferson citizens enjoy living in their community, value the small-town atmosphere and natural resources and environment but seeing the need for such things as better communication facilities such as high-speed internet

services. June Garneau will be attending the next Board meeting to discuss the next steps the Board wishes to take. Board members discussed ways to disseminate survey results information to the public. June's power point presentation contained 97 slides and they could be placed on the town's website. Mr. Kellner said he was concerned about the lack of access to adequate internet services. What is the percent of households who have access to the internet? Survey results indicated 97% of respondents thought access was very important. Such a statistic showing current access would be an important number to know for planning purposes. The Board secretary said she could produce some printed hard copies available for reading at the town office when requested. Signs could be posted around town. Perhaps the Board could hold a series of presentations as a part of each Board meeting over a period of time inviting people to sign up to attend, keeping attendance numbers small. At the present time it doesn't seem a large gathering is feasible. Plans also depend on use of the town office and hall and the Planning Board is waiting on the Select Board for updates.

Because the Select Board as yet has still not opened the town office and hall to public gatherings the Planning Board may again hold a virtual meeting on July 14 if the building is still not open. There should be some new updates coming by July 1.

Michael Meehan made the motion to adjourn the meeting, seconded by Donna Laurent. The meeting was adjourned at 8:10 p.m.

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Charlene Wheeler  
Secretary to the Board