

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

**Minutes**  
June 9, 2020

**Members present:** Chairman Gil Finch, Donna Laurent, Jason Call, alternate; Michael Meehan, Kevin Meehan, Selectmen's representative

**Absent:** Gordon Rebello, Jeff Young

**Others present:** Charlene Wheeler, Board secretary; June Garneau, Olin Garneau, Wayne Kellner

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 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 again meet virtually at its next scheduled meeting on June 23 and public notices will be posted with that information.

Wayne Kellner was introduced to the Board as a citizen interested in joining the Board as a member and who had been invited to this meeting.

**Minutes**

Donna Laurent made the motion to approve as read the May 26, 2020 meeting minutes, seconded by Michael Meehan. The vote to accept the motion was unanimous.

**Financial Report**

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

**Master Plan**

Information from collated Master Plan surveys has still not been shared with the public due to conditions caused by the COVID-19 virus. June Garneau, using a power point presentation, shared the data gathered from the Master Plan and analysis of trends using charts and graphs. Many written comments also came from survey respondents and Ms. Garneau said she would send written copies to Board members in the next week or so. There were 680 written comments in all. 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. Mr. Kellner said he was concerned about the lack of access to these services. Kevin Meehan said the Select Board continues to work on this issue but it is very difficult trying to expand services in rural communities. Board members were very impressed with the presentation and said Ms. Garneau and her company had done a great job. A discussion followed about what the schedule will now be moving forward. As with so many other things the COVID crisis has made deciding how to proceed problematic. Should the survey results be put on-line before a public presentation is held? Board members did want a public presentation at some point as they felt it was important to hear questions and comments that may come from the public attending. People need to be more informed about the town’s Land Use Ordinance, Subdivision Procedures and Regulations, and how the Planning Board and Zoning Board of Adjustment operates. It was decided to continue the discussion at the

Board's next meeting and see what state guidelines are in place for public gatherings at that time. The Board thanked June and Olin Garneau and they signed off from the meeting.

### **Hearing – Continued – Kenison Campground**

The Board secretary reported there were no updates.

### **Consultation – Subdivision – Timothy and Sheila Dellarocco**

An application has been received 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, 2.66, 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 Monday, June 8 and a newspaper notice should be in the *Democrat* newspaper June 10. The public will be made aware in notices how to attend the meeting virtually. The hearing was scheduled for June 23. Jason Call questioned the location of the septic system on the lot already containing structures. Test pit locations are shown on all three proposed lots. Also, Sunset Paradise Road was mislabeled. It was not clear where driveway entrances are planned. 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. The Board secretary will contact Mr. Kellogg about these items.

### **Communications**

It was with much regret that the Board received a letter of resignation from Jeffery Young who cited health, age, and lack of knowledge about using communications technologies as reasons. Chairman Finch said he had spoken with Jeff and unfortunately Jeff is not reconsidering his decision. Michael Meehan made the motion to accept with regret the resignation of Jeffery Young, seconded by Jason Call. The vote to accept the motion was unanimous. The Board secretary will inform the Select Board.

A permit from the NH Department of Environmental Services has been issued for updates and repairs to transmission lines running through Jefferson and adjoining towns.

There were no building permits to be examined.

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 said the issue of camping units being used on private property, a sort of B&B operation, should be looked at again. Other towns are also expressing concern about the situation. Is there any RSA that specifies rules about this? He thought there might be one specifying that any spot with more than 2 campers would be considered a campground. Kevin Meehan said it was also a concern for the Select Board. Research and more discussion is needed on this issue. Jason Call also inquired about progress on the school property. Kevin Meehan said they were working on how to keep town employees and residents safe when they meet for town business or vehicle registrations, etc. Creating a separate reception or waiting area for example. The tax maps are being digitized but they probably won't be available until the end of the year at the earliest. Perhaps at the present time the maps can be moved into the town hall and accessed from the front door if a monitoring system can be devised.

The nominations of Will Decourcey and Bob Roy to become alternate members of the Planning Board are still waiting approval from the Select Board. The Board secretary reported they both

still are interested. In light of Jeff Young's resignation, Jason Call was nominated to move from serving as an alternate to become a regular member once more. The motion was made by Michael Meehan and seconded by Donna Laurent. The vote to accept the motion was unanimous. Donna Laurent made the motion to nominate Wayne Kellner as an alternate member of the Board, seconded by Michael Meehan. The vote to accept the motion was unanimous. The Board secretary will give the necessary forms to the Select Board. The documents the Select Board needs to sign for the reappointment of Gil Finch and Donna Laurent to new 3-year terms have also been given to the Select Board's assistant.

Because the Select Board has still not opened the town office and hall to a public gatherings the Planning Board will again hold a virtual meeting on June 23 if the building is still not open. There should be some new updates coming on June 15.

Donna Laurent made the motion to adjourn the meeting, seconded by Michael Meehan. The meeting was adjourned at 9:00 p.m.

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Charlene Wheeler  
Secretary to the Board