

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

**Minutes**  
September 10, 2013

**Members present:** Chairman Susan Griffin, Donna Laurent, alternate; Michael Meehan, Gordon Rebello, Kevin Meehan, Selectmen's representative; Vernon Matson, Jeff Young, Charles Muller, Jason Call, alternate

**Absent:**

**Others present:** Charlene Wheeler, Board secretary

**Minutes**

Jeff Young made the motion to approve the minutes of the August 27, 2013 meeting as read, seconded by Gorden Rebello. The vote to accept the motion was unanimous.

**Communications**

An outline of the annual NH Local Government Center law lecture series taking place this year in Littleton during the month of September was circulated. The Board secretary said she would attend the third lecture on September 25. Chairman Griffin said she was interested in attending the same lecture and would register online.

A letter from the selectmen to the NH Commissioner of Transportation regarding suggestions to help alleviate pedestrian and traffic concerns at Santa's Village on Route 2 was circulated.

Copies of building permits were circulated.

Copies of selectmen's minutes were circulated.

The September/October issue of *Town and City* was circulated.

**Unfinished Business – Lewis Hearing**

Chairman Griffin said notices have been mailed to Mr. Lewis and abutters about the September 24 hearing date. A notice will be in the newspaper on September 11. She said it would have been helpful to schedule a site visit to Mr. Lewis's property but there was not enough time to notice a visit. If the Board felt it necessary to visit the site after the hearing is opened on September 24 the hearing can be continued and a site visit scheduled. Chairman Griffin asked if the list of points discussed at the last meeting was accurate. Michael Meehan said he thought it was. Chairman Griffin asked about the meaning of item #6 which said any change would amend the subdivision of the lots. Jason Call said this referred to the delineated right-of way being added to the original plat. Michael Meehan said we should know the length of the right-of-way. He thought the proposed access would be over 1000 feet and the subdivision regulations say it should not be over 500 feet. Chairman Griffin asked about the difference between Class V and

Class VI roads. The Board secretary referred to a copy of *A Hard Road to Travel* and read part of the description for a Class VI road. Chairman Griffin said it was very helpful and took the copy of the book to examine further. The Board secretary was asked to contact the town's attorney for the Lewis issue to update him on the scheduled September 24 hearing and to ask how costs of notices should be billed. Jason Call said he felt it important the Board refer to the proposed right-of-way as an access to the proposed building site. There were questions about the needed state driveway permit. There is an abandoned logging road being used to access the building site but it isn't known how old it is. Mr. Schutt from the NH Department of Transportation has been asked to attend the hearing. The fire chief will also be notified and the selectmen are acting as road agent.

### **Unfinished Business – Lieberum Subdivision**

Chairman Griffin reported to the Board she had spoken with the town's attorney seeking advice on how to proceed with the issue of installation of underground utilities in the Lieberum subdivision and the letter of credit on file. The attorney was not aware of the 10% yearly limit on increasing an amount of a posted bond and was researching it. Chairman Griffin said she would like to call Joe Marshall from Public Service of NH to try to get a ballpark figure of the present cost of installing utilities in Mr. Lieberum's subdivision to see how the cost compares to the \$50,000.00 recently quoted by Mr. Lieberum. The Board could take back its approval of the subdivision but three lots have already been sold. The town could also deny any future building permits because utilities are not available. It seems the attorney is saying the Board can ask Mr. Lieberum to increase the amount of the letter of credit at the time it is due in January. The Board can extend the time of development beyond the six year limit with the understanding that any new zoning rules or regulations made after that deadline could be added to the subdivision's current requirements. An e-mail sent to the Board secretary confirming the town's attorney's conversation with Chairman Griffin will be forwarded by e-mail to Chairman Griffin. Chairman Griffin will also telephone Joe Marshall to ask about installation costs.

Jeff Young made a motion to adjourn the meeting, seconded by Vernon Matson. The meeting was adjourned at 7:55 p.m.

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Charlene Wheeler  
Secretary to the Board