

**TOWN OF DUNBARTON, NH
PLANNING BOARD MEETING MINUTES**

April 21, 2021 ~ 7:00 p.m. ~ Dunbarton Town Office

ROLL CALL ATTENDANCE

Brian Pike, Alison Vallieres, Vice Chair George Holt, Chair Chuck Frost, Secretary Ken Swayze, Ex-Officio Dave Nault, Jeff Crosby. The chair stated that a quorum is present; Alternate Ron Slocum is absent.

BUSINESS

The chair confirmed with the secretary that notices of this meeting were posted on the Town's website and two boards at the Town Offices.

1. **Approval of Minutes: Ken Swayze made a motion to approve the minutes of the March 17, 2021 regular meeting; seconded by Alison Vallieres. All were in favor.**
2. **Election of Officers: Ken Swayze nominated Chuck Frost for chair; seconded by Dave Nault. Mr. Frost agreed to accept the nomination. All were in favor.**
Brian Pike nominated George Holt for vice chair; seconded by Alison Vallieres. Mr. Holt accepted the nomination. All were in favor.
Dave Nault nominated Ken Swayze to continue as secretary; seconded by George Holt. Mr. Swayze said he would continue in the position. All were in favor.
3. **Correspondence/General: None**
4. **Selectmen's Office Report: Selectman Nault reported the following: 1) The governor's mask mandate has expired; as a town, the mandate will be kept as it has been. The Selectmen will review the matter every couple of weeks. Social distancing recommendation remains in place. 2) Jeff Crosby has razed the town-owned house and outbuildings at 41 Kimball Pond Road, graded and seeded the lot, and taken down a couple of trees. The well stone and hitching post have been set aside; future locations to be determined.**
5. **Planning/Building Department Report: Donna reported the following: 1) The ZBA will hold a rehearing on a variance that was denied. 2) The department received complaints about a farm stand on Long Pond Road; Mike found no violation; the matter was referred to the PD. PD investigated sight distance; no traffic concerns. 3) Mike is working with a resident on a health and building complaint. 4) The department is reviewing applications for two new houses, one with an ADU. There are a few under construction; several certificates of occupancy have recently been issued.**

REVIEW OF PREVIOUS SUBDIVISION

Map C7-02-04, 160 Twist Hill Road – The chair updated board members on the status of the Lesmerises/Averill subdivision matter that has been discussed over the last few months. After considerable research and conference with the attorneys and the registry, it was agreed that the 1974 subdivision plan that was never recorded could be replicated 'verbatim' on mylar, signed by Board representatives, and recorded. Members were in favor of this procedure. The chair and secretary signed the mylar and a paper copy; Donna will take the mylar to be recorded at the owner's expense.

CONCEPTUAL CONSULTATION

Attorney Maria Dolder, agent for Countryside Estates, stated they are considering a standard subdivision of 25 lots, with no zoning relief needed. Jenn McCourt, project engineer, said they may ask for a waiver of replacing existing monuments. Board members reviewed the proposed plan, with discussion of the following items: 1) large lot zoning was used for several lots; 2) this is a typical road design with an 8% grade; 3) the radius of the

curve meets subdivision regulations; 4) access to abutting properties; 5) sufficient acreage when considering surface waters; and general remarks. George Holt spoke about his concern on the curve radius being rather tight; he asked that supporting information be supplied. When asked about guardrails, Ms. McCourt explained that she has incorporated 4:1 slopes that are recoverable; guardrails are not needed. Chuck Frost said it appeared that the major obstacle and expense of the grade on the Open Space plan was a deterrent, therefore, they went with this standard layout. Ms. Dolder spoke about the dual access, cuts and fills, and potential water problems associated with the OS plan. When asked about fire department water supply, Bob Pike said he would meet with the fire chief for that discussion. Dave Nault said this plan shows good use of the land, and they are going by the town's regulations. Mr. Nault recommended the applicant look at the feasibility of extending a right-of-way from one of the interior roads to an adjacent property line, consistent with prior subdivision applications approved by the board. Attorney Dolder stated they will formally withdraw the first application that was before the board in March. A new application will be submitted, and abutters will be re-notified.

OLD BUSINESS

Map H2-02-06, Ray Road pit – The chair reminded members of discussions from the October and November meetings (minutes provided) and an email sent to board members with the prospective owner's letter of intent. He said he wants to make sure everyone is comfortable with the information provided, noting that the use appears to be very similar to that of the past based on property history provided by Ken Swayze. George Holt said he was good with the outline but would also like it noted that there are to be no retail sales at the site. All were in agreement. There was brief discussion about activity at the pit where the current owner is cleaning things up before the property transfers to new ownership. Donna will draft a formal response to the prospective buyer, including his outline as submitted and adding that there are to be no retail sales at the site, and have the response signed by the chair.

OTHER BUSINESS

Zoning Ordinance review – Because there are no applications on the agenda for May 19th, it was agreed to resurrect the review that has been on hold for several months. Donna will send out the next chapters for members to review before the meeting.

Engineer costs – Donna would like the board to consider taking the cost of the engineer's meeting attendance from the department's engineering budget line and credit that amount back to the applicant's escrow fund, since he was there at the board's request. The engineer has submitted an invoice for review time and meeting attendance; the invoice has been paid from the applicant's engineering escrow. Brian Pike noted the engineer reviewed the plans and created a thorough report; those costs should be covered by the applicant. He said he feels it would be appropriate to cover the costs of the meeting attendance as the engineer represented the board and assisted them with the application. Dave Nault and Jeff Crosby agreed. George Holt noted that it is customary for the applicant to pay for all engineering/consulting costs and did not recommend the Town pay for the engineering costs. There was discussion on the need to set standards in the board's rules as there are currently none on this topic. It was agreed, by a 5 – 2 majority, to cover the cost of \$375 from the department's budget.

Policies & Procedures – Donna would like to re-activate this project that was started in 2019 when she worked with the previous selectmen's rep. Due to scheduling restraints, Donna and Dave Nault have not been able to proceed. Alison agreed to assist Donna; Dave will participate as needed.

Having no further business, **Dave Nault made a motion to adjourn at 8:25 p.m.; motion was seconded by Brian Pike. All were in favor. Meeting Adjourned.**

Respectfully submitted,
Donna White