

1 **ANTRIM PLANNING BOARD**

2 **Public Meeting/Public Hearing**

3 **Thursday, March 7, 2024**

4 **MINUTES**

5 **Members & Planning Staff present:**

6 Mark D. Murdough (Chair), Bob Edwards (Ex-Officio), Ken Rubin (Member), William Fluhr (Member),
7 Lynne Rosansky (Member), Rebecca Hull (Alternate)

8 **Present over ZOOM:** John Anderson (Vice Chair), Carol Ogilvie (Planning Consultant), Donna Hanson
9 (Selectman), Cory Staats, Jan Burowski, Kevin Proctor

10 **Members/Staff Absent:** Michael Redmond (Member)

11 **Others present:**

12 Dennis Young (Self), Sam Ingram (Meridian), Stephen Morrissey (Self), Keith Fait 12 (Self), Sharon
13 Stickney (Self), Doris Edwards (Self), Lynn & Joe Wegman (Self), Peter Mellen, LLS 13 (Surveyor for
14 Susan Bartlett), Jess & Dave Holland, Jonathan Lefebvre (Fieldstone), Ralph & Constance 14 Cody
15 (Self), Matt Miller (Antrim W&S), and Sherry Miller (Self)

16 **CTO:** Chair Murdough called the meeting to order at 7:03PM.

17
18 **Business Meeting:**

- 19
 - Review/Amend Drafted Minutes from 2/15/2024

20 Chair Murdough asked the members to review the minutes and note if there are comments/corrections to
21 the minutes.

22 *On a motion by John Anderson /seconded by Lynne Rosansky, the Board voted to approve the minutes of*
23 *2/15/24, with all in favor.*

24
25 **Public Hearings:**

26 **I. Thompson Crossing Continued Public Hearing**

27 Chair Murdough noted that this hearing is a continuance from February 15, 2024. He stated that in the
28 interim the applicant had met with the Select Board regarding the status of Thompson Crossing and that
29 the Select Board voted to allow building permits for this subdivision without the need to upgrade to a
30 Class V standard. The Planning Board had discussed this at the last meeting and had sent a letter to the
31 Select Board recommending that the Class VI portion of the road be upgraded to a Class V standard.

32 Ms. Rosansky questioned how the Select Board could override the statute and Mr. Edwards explained that
33 the Select Board has the authority to grant permits on Class VI roads. Mr. Ingram noted that the owner
34 will work with the Road Agent on a submission defining the proposed scope of work to bring the road up
35 to a standard that is suitable for emergency services. There will be an agreement for the new lots
36 regarding liability of the maintenance requirements similar in form to the Agreement that presently exists.

37 Mr. Ingram also cited RSA 674:41, which is the statute that outlines the process for getting a building
38 permit on a Class VI Road. Ms. Rosansky again questioned how the Select Board could do this. Mr.
39 Edwards and Mr. Anderson both stated that the law allows a Select Board to do this. Mr. Anderson also
40 noted that this is about 1200 feet of road, and in his opinion, this is not a substantial stretch of road.

41 *On a motion by John Anderson/seconded by Bob Edwards the Board voted to close the public hearing*
42 *and enter deliberation at 7:15 P.M., with all in favor.*

43 The Board discussed a road maintenance agreement that should also be in place, aside from the waivers of
44 municipal liability that was previously mentioned. The question of a bond was discussed, with the Board
45 ultimately deciding that a bond should be provided to protect the town in the event the road improvements
46 are not completed satisfactorily. The Board also decided that there should be a written scope of work that
47 describes exactly what work will be done, so that the applicant and the Road Agent have specific
48 documented guidance.

49 Chair Murdough stated that if there were no more questions or comments, he would entertain a vote.

50 *On a motion by John Anderson/seconded by Ken Rubin, the Board voted 6-1 to approve the application*
51 *for Thompson Crossing, subject to the following conditions:*

- 52 1. The applicant will submit a Road Maintenance Agreement that will be reviewed and approved by
53 Antrim's legal counsel, the Select Board, and Antrim's Road Agent. Said approved Agreement will
54 be referenced in all lot deeds to be recorded at the Hillsborough County Registry of Deeds.
- 55 2. The applicant will post a bond in an amount agreeable to the road agent, to ensure completion of the
56 road improvements, released upon completion of the improvements to the satisfaction of the road
57 agent.
- 58 3. The applicant will submit a scope of work regarding the details of the road improvements.
- 59 4. Road improvements will be completed to the satisfaction of the Road Agent prior to issuance of
60 building permit.
- 61 5. The applicant will submit for the property file an easement for the hammerhead turnaround.

62

63 **II. Bartlett Subdivision**

64 An application from Susan Bartlett for a minor subdivision for property located at Turner Hill Road,
65 Antrim NH 03440 (Tax Map 215, Lot 017) in the Rural and Wetland Districts.

66 The Chair asked Ms. Ogilvie to read the public notice, which she did, and confirmed that the notice had
67 been properly posted and abutter letters mailed. He then asked her to provide her Staff Report, which she
68 did, noting that in her opinion, the application was complete and could be accepted by the Board.

69 Chair Murdough asked for a motion to accept the application as complete.

70 *On a motion by Ken Rubin/seconded by Lynne Rosansky, the Board voted 5-0 to accept the application as*
71 *complete, with Bob Edwards recused.*

72 Chair Murdough called on the applicant to present the application. Peter Mellen identified himself as the
73 land surveyor representing Susan Bartlett. He presented the proposal for the two-lot subdivision, noting
74 that both lots exceeded the minimum area and frontage requirements for the zoning district and that the
75 lots are on a Class V road.

76 Chair Murdough called on any abutters for or against; there were none, nor were there any other questions
77 from the public or the Board.

78 *On a motion from Ken Rubin/seconded by Lynne Rosansky the Board voted to close the public hearing*
79 *and enter deliberation at 7:55 P.M., with all in favor.*

80 Board members noted that the application meets all of the regulations and that there was no commentary
81 from any abutters, town officials, or staff. Chair Murdough noted that the Conservation Commission did
82 submit a review. Mr. Anderson suggested adding a condition regarding the natural resource area

83 mentioned in the Conservation Commission review, to which Mr. Mellen responded that both lots have
84 sufficient upland to develop and that when a septic design is prepared, the wetlands will have to be
85 delineated.

86 *On a motion by Lynne Rosansky/seconded by Ken Rubin, the Board voted to approve the application,*
87 *with Bob Edwards recused, with all in favor.*

88

89 **III. Battaglia Subdivision**

90 An application from Battaglia Foundations, Inc for a 7-lot subdivision, 2-lot line mergers, and special use
91 permit for wetlands crossings in order to construct a driveway for property located at Concord St, North
92 Main Street, and Mescilbrooks Road Antrim NH, 03440 Tax Map 102, Lots 027, 028, and 055 in the
93 Village & Residential District.

94 The Chair asked Ms. Ogilvie to read the public notice, which she did, and confirmed that the notice had
95 been properly posted and abutter letters mailed. He then asked her to provide her Staff Report, which she
96 did, noting that this is one application with three separate requests. She reviewed each request for
97 compliance with the zoning ordinance and the subdivision regulations and found the application to be
98 complete.

99 Chair Murdough asked the Board to review the application and determine whether it is complete. He
100 clarified with Ms. Ogilvie that the three-part application can be accepted as one, but the Board will need
101 to deliberate and vote on each part separately.

102 *On a motion by John Anderson/seconded by Bill Fluhr, the Board voted to accept the application as*
103 *complete, with all in favor.*

104 Chair Murdough opened the Public Hearing at 8:23 P.M. and asked the applicant to present the
105 application. Jon Lefebvre, Land Surveyor, introduced himself and stated that he is acting on behalf of the
106 applicant. He noted that the lot is served by town water and sewer, which allows for smaller lots. The lot
107 line adjustment is for the benefit of the neighbors to clear up some confusion about a lot line. He
108 described the three shared driveways – one serving three lots, and two serving two lots each, and he
109 referenced comments received from the Fire Chief and Water and Sewer Superintendent. He pointed out
110 where the wetlands would be crossed – at the narrowest spot. He stated that they are working with DOT
111 on the curb cuts and that DOT only allows three curb cuts for any property; also, there will be an HOA for
112 maintenance of the shared driveways.

113 At this point the Chair noted that it was 8:41 P.M. and they needed to be mindful of the time and that a
114 site visit still needed to be conducted; therefore, he would entertain a motion to continue the public
115 hearing.

116 Lynne Rosansky moved to continue the hearing and Ken Rubin seconded the motion; however, Mr.
117 Anderson stated that he would like to hear from the abutters, since they are present now. After a brief
118 discussion, Ms. Rosansky withdrew her motion. Mr. Edwards moved and Bill Fluhr seconded to extend
119 the meeting by 15 minutes, with all in favor.

120 Chair Murdough stated that the Board would now hear from abutters, first in favor, then opposed, and
121 then any comments from others present.

122 Matt Miller (Water and Sewer Superintendent) spoke as both an abutter and on behalf of the Water and
123 Sewer Department, favoring the proposal and seeking clarification on the new tie ins for service,
124 respectively. Additional residents present indicated that they were primarily in attendance to hear the
125 details of the proposal and none spoke in opposition.

126 Mr. Anderson asked if Mr. Lefebvre could color in the wetlands for the next meeting, to which he agreed.

127 The Board then discussed possible dates for the site visit. Chair Murdough then noted that at the next
128 meeting on March 21st there will likely be new board members who will not have had the benefit of a site
129 visit or the presentation of the application. The Board ultimately decided that the hearing should be
130 extended to give new members time to familiarize themselves with the application.

131 *On a motion by John Anderson/seconded by Bob Edwards, the Board voted to continue the public hearing*
132 *to Thursday, April 4, 2024, with all in favor.*

133

134 **Other Business:**

135 ▪ **2024 Topics: Revisit after Town Meeting**

- 136 ○ RV Ordinance
- 137 ○ Master Plan – Establish execution plan.
- 138 ○ Housing approach for Master Plan impact.
- 139 ○ Housing including cluster and tiny.
- 140 ○ Sign Ordinance
- 141 ○ Agritourism
- 142 ○ Bylaws – Business Meeting, March 2024
- 143 ▪ Communication standards

144 ▪ **Planning Administrative Report.** Ms. Ogilvie stated that she had nothing to report. Chair
145 Murdough asked about recent FEMA correspondence. Ms. Ogilvie stated that she will follow up
146 with the Code Officer.

147 ▪ **Other.** Mr. Edwards had information about the Pierce Lake cell tower. Chair Murdough
148 suggested that this be placed on the next meeting’s agenda.

149

150 **Motion to adjourn:**

151 *At 9:15 P.M. on a motion by John Anderson/seconded by Bob Edwards, the Board voted to adjourn, with*
152 *all in favor.*

153

154 Respectfully submitted,

155 Carol Ogilvie

156

157 **Approved March 21, 2024**