

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.

## 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

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

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

### **III. Battaglia Subdivision**

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

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

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

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

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

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 site visit still needed to be conducted; therefore, he would entertain a motion to continue the public hearing.

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

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

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

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

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

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

**Other Business:**

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

- RV Ordinance
- Master Plan – Establish execution plan.
- Housing approach for Master Plan impact.
- Housing including cluster and tiny.
- Sign Ordinance
- Agritourism
- Bylaws – Business Meeting, March 2024
  - Communication standards

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

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

**Motion to adjourn:**

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

Respectfully submitted,

Carol Ogilvie

**Approved March 21, 2024**