



**Pittsfield Planning Board
Town Hall, 85 Main Street
Pittsfield, NH 03263
Minutes of Public Meeting**

DATE: Thursday, April 4, 2019

AGENDA ITEM 1: Call to order

Chair Clayton Wood called the meeting to order at 7:02 P.M.

AGENDA ITEM 2: Roll call

Planning board members present:

Clayton Wood (chair),

Daren Nielson,

Paul Nickerson,

Matthew St. George,

Adam Gauthier (alternate), and

Jim Adams (alternate for the Selectmen's ex officio member)

Planning board members absent: Carl Anderson (Selectmen's ex officio member)

AGENDA ITEM 3: Election of officers

Clayton Wood called for a nomination to the position of chair, as this is the first meeting since the March 2019 election.

Paul Nickerson moved to nominate Clayton Wood to the position of chair.

Matthew St. George seconded the motion.

Discussion: Clayton Wood declined the nomination, indicating that he has been the chair for six or seven years, and it is time for someone else to take the position. Clayton Wood expressed his thanks for the second to the motion.

Clayton Wood moved to nominate Matthew St. George to the position of chair.

Paul Nickerson seconded the motion.

Discussion: Matthew St. George declined the nomination stating that as a new member to the board, he does not have the experience to be chair.

Clayton Wood moved to nominate Paul Nickerson to the position of chair.

Daren Nielson seconded the motion.

Discussion: None.

Vote to approve the motion to elect Paul Nickerson as planning board chair: carried 5 – 0 – 0. Voting “yes”: Clayton Wood, Daren Nielsen, Paul Nickerson, Matthew St. George, and Jim Adams. Voting “no”: none. Abstaining: none.

Clayton Wood moved to nominate Matthew St. George to the position of vice-chair.

Daren Nielsen seconded the motion.

Discussion: Matthew St. George declined the nomination, indicating that his intention was to be a full board member and not an officer.

Matthew St. George moved to nominate Clayton Wood to the position of vice-chair.

Jim Adams seconded the motion.

Discussion: Clayton Wood stated he would be willing to help as vice-chair if the board wanted him to take the position of vice-chair.

Vote to approve the motion to elect Clayton Wood as planning board vice-chair: carried 3 – 0 – 2. Voting “yes”: Paul Nickerson, Matthew St. George, and Jim Adams. Voting “no”: none. Abstaining: Clayton Wood and Daren Nielsen.

Paul Nickerson moved to dissolve the volunteer secretary position for the planning board.

Jim Adams seconded the motion.

Discussion: None.

Vote to dissolve the volunteer secretary position for the planning board: carried 3 – 0 – 2. Voting “yes”: Paul Nickerson, Matthew St. George, and Jim Adams. Voting “no”: none. Abstaining: Clayton Wood and Daren Nielsen.

Pittsfield town officials appearing before the planning board: Gerard LeDuc

Gerard LeDuc was recognized from the audience. Mr. LeDuc asked to be appointed to the open position for one of the two Pittsfield representatives to the Central New Hampshire Regional Planning Commission. Currently, Clayton Wood is the representative for Pittsfield with his term ending in 2020. It was stated that Pittsfield has two full representative spots and two alternate positions. There is currently one open full representative spot, which Mr. LeDuc has requested to fill, and the two alternate positions are not filled at this time.

Clayton Wood moved to approve Gerard LeDuc as a full representative to the Central New Hampshire Regional Planning Commission, for a two-year term.

Jim Adams seconded the motion.

Vote to approve the motion to appoint Gerard LeDuc as a representative to Central New Hampshire Regional Planning Commission full member, for a period of two years: carried 4 – 0 – 1. Voting “yes”: Paul

Nickerson, Matthew St. George, Clayton Wood, and Jim Adams. Voting “no”: none. Abstaining: Daren Nielsen.

“Members of the public appearing before the planning board” includes only members of the public who spoke to the board. It does not include members of the public who were present but who did not speak to the board.

AGENDA ITEM 4: Public input

None.

AGENDA ITEM 5: Approval of the minutes of the March 7, 2019, meeting

Clayton Wood moved to approve the minutes of March 7, 2019, as written.

Paul Nickerson seconded the motion.

Discussion: Matthew St. George inquired as to who signed the plat that was addressed at the March 7, 2019 meeting. Daren Nielsen stated, that he has signed the plat, on behalf of the planning board, as Clayton Wood had recused himself from the board that evening, to represent the Historical Society’s site plan application.

Vote to approve the motion to approve the minutes of March 7, 2019: carried 4 – 0 – 1. Voting “yes”: Paul Nickerson, Clayton Wood, Daren Nielsen, and Jim Adams. Voting “no”: none. Abstaining: Matthew St. George.

AGENDA ITEM 6: Planning Board comment to Board of Selectmen issue – building permit to allow a structure on Class VI Road, known as Granny White Road, tax map R-16, lot 3-3, in the Rural zoning district

Brenda Courchene advised the board that she and her husband Michael Courchene have requested to sign a waiver to release the town of Pittsfield from liability on a Class VI road. Fire Chief Pete Pszonowsky and Superintendent of Public Works George Bachelder, have reviewed the request and have agreed to sign-off.

Clayton Wood noted that there is over 360 feet of road frontage and asked about the condition of the road. Brenda Courchene stated that work has not begun on the road, as they were waiting until the Class VI road waiver and driveway permit were received. At that point, the Courchene’s will start the road work.

Clayton Wood asked if Mrs. Courchene had received documentation in writing about the road. Mrs. Courchene stated that they only had a verbal agreement with George Bachelder at this time.

Paul Nickerson stated that George Bachelder had addressed the trees, fill, and drainage on the roadside. Clayton Wood stated that the planning board is expected to comment on this waiver request however, he is not sure what to recommend. He discussed the issue of road liability and the difficulty of waiving liability. Clayton Wood stated that the planning board needed to work with the select board, to come to an agreement on how to move forward, and have a guideline to be able to comment with merit.

Paul Nickerson said this is a conforming lot with 2 acres of land, over 225 feet of road frontage, and the only issue is the Class VI road. He said George Bachelder is ok with this, as the property owners will take the liability on themselves, as the school bus stops at the end of the road, so there is no issue of the bus having to travel to their property.

Jim Adams said that he felt the boards do need to work on the issue; however, on this request, he feels if Pete Pszonowsky and George Bachelder have given their approval, the Courchene's should be allowed to move forward.

Matthew St. George moved to approve the request to accept the Class VI Road waiver based on the recommendations of the fire chief and public works director.

Paul Nickerson seconded the motion.

Vote to approve the request to accept the Class VI Road waiver based on the recommendations of the fire chief and public works director: carried 3 – 0 – 2. Voting “yes”: Paul Nickerson, Matthew St. George, and Jim Adams. Voting “no”: none. Abstaining: Clayton Wood and Daren Nielsen.

Discussion: Clayton Wood stated that he hopes the select board follows up and checks on the liability issue so property owners know what it means to be on a Class VI road.

AGENDA ITEM 7: Theodore M. Throughton, Sr. and Edith Throughton's request for an administrative decision on a proposed 2-lot subdivision, at 266 Thompson Road, tax map R-24, lot 6-1, in the Rural zoning district

Josh Bunton explained that they are looking for a 2-lot subdivision on their 14.73-acre lot. Due to the dimensions of lot 6-1, there is not enough road frontage on Thompson Road, to meet the requirement of the current subdivision regulations. Josh Bunton stated that he could address the issue of the road frontage by creating a right-of-way, and shared driveway. He indicated that he had spoken with a representative of the zoning board, and was advised that in order for the zoning board to be able to take his application for a variance, the planning board needed to provide an administrative decision, denying the request of a 2-lot subdivision, due to the lack of road frontage. Josh Bunton stated that if approved, and once subdivided, the deeded right-of-way through the driveway would be created.

Fern Bond, daughter of, and Power of Attorney for Edith Throughton, advised the board that they also own a separate lot, across the road from lot 6-1.

Matthew St. George stated that if the applicant wishes to move forward with the 2-lot subdivision, they would have to get the administrative decision in the form of a denial from the planning board, which would allow the applicant to go to the zoning board and request a variance for reduction of road frontage requirements, as well as the request of a shared driveway for this property.

Clayton Wood stated that the zoning board could, at their discretion, grant a variance with conditions. The conditions set could be tied to the approval of the subdivision by the planning board. If the planning board decided to not grant the subdivision approval, the variance would be void. Clayton Wood advised the applicants that in the process of deciding how they wish to proceed; they may want to look at making the 2-lot subdivision at least 5 acres each. This way, they will not be required to get State of NH subdivision approval.

Paul Nickerson advised the applicants that they are going to need to consider the placement of the septic system and wells for the properties as well as the location of the property lines and driveway.

Paul Nickerson moved to deny the 2-lot subdivision, at 266 Thompson Road, tax map R-24, lot 6-1, in the Rural zoning district based on this parcel not having enough road frontage for one lot, never mind two lots.

Matthew St. George seconded the motion.

Vote to deny the 2-lot subdivision, at 266 Thompson Road, tax map R-24, lot 6-1, in the Rural zoning district due to lack of road frontage: carried 5 – 0 – 0. Voting “yes”: Paul Nickerson, Matthew St. George, Clayton Wood, Daren Nielsen, and Jim Adams. Voting “no”: none. Abstaining: none.

Discussion: Clayton Wood will write a note to the zoning board, advising them that the planning board has denied the request, and is recommending that the applicant applies for a variance.

AGENDA ITEM 8: Selectman’s report

James Adams had nothing to report.

AGENDA ITEM 9: Member’s concerns

AGENDA ITEM 10: Public input

Gerard LeDuc advised the board members that the first meeting of the Central NH Regional Planning Commission is April 11, 2019, at 7:00 P.M.

Matthew St. George asked if anyone knew where the Rail Trails meeting on April 17, 2019, is being held. He stated that it is regarding multi-use trails system from Allenstown, Epsom, Chichester, and Pittsfield.

Adam Gauthier located the information regarding the meeting and confirmed that the meeting will be held in Pittsfield at the Town Hall at 6:00 P.M. on April 17, 2019. He read the list of organizations involved in this project.

Paul Nickerson will attend this meeting as the representative of the planning board. Matthew St. George will try to attend this meeting as well. The information received from this meeting will be shared with the planning board members at their next scheduled meeting.

AGENDA ITEM 11: Adjournment

Paul Nickerson moved to adjourn the meeting.

Matthew St. George seconded the motion.

Vote to adjourn the planning board meeting of April 4, 2019: carried 5 – 0 – 0. Voting “yes”: Paul Nickerson, Clayton Wood, Matthew St. George, Daren Nielsen, and Jim Adams. Voting “no”: none. Abstaining: none. The planning board meeting of April 4, 2019, is adjourned at 7:55 P.M.

Minutes approved:



Paul Nickerson, Chairman

MAY 2, 2019

Date