



**TOWN OF PITTSFIELD  
PLANNING BOARD  
TOWN HALL, 85 MAIN STREET  
PITTSFIELD, NH 03263**

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**MEETING MINUTES OF Thursday October 3, 2019**

**ITEM 1. - CALL TO ORDER**

Call to order at 7:02 P.M. by Paul Nickerson Chairman

**ITEM 2. – ROLL CALL**

**MEMBERS PRESENT**

Paul Nickerson Chairman  
Clayton Wood Vice Chairman  
Matt St. George  
Carl Anderson – Ex officio Alternate  
James Adams – Ex officio Alternate  
Adam Gauthier – Alternate  
Ray Ramsey - Alternate

**MEMBERS ABSENT**

Daren Nielsen  
Arthur O'Hara – Alternate

Paul Nickerson announced that Adam Gauthier will be sitting in for Daren Nielsen.

**MEMBERS OF THE PUBLIC APPEARING BEFORE THE PLANNING BOARD**

Alden Beauchemin – Keyland Enterprises

**ITEM 3. – PUBLIC INPUT**

None. Paul Nickerson closed public input at 7:04 p.m.

**ITEM 4. - APPROVAL OF THE MINUTES OF THE September 5, 2019 MEETING**

Clayton Wood: I make a motion to accept the Minutes from September 5, 2019 as written.

Adam Gauthier: Second.

Discussion: None.

Vote carries 3-0-2 Paul Nickerson – yes, Adam Gauthier – yes, Clayton Wood – yes, Matt St. George – abstain, Carl Anderson – abstain

**ITEM 5. – Notice of Public Hearing**

Paul Nickerson read the public hearing as follows:

Notice is hereby given in accordance with RSA 676:4 & 675:7 that an application for a Minor Subdivision from AKB Construction, LLC., located at 567 Tilton Hill Road, Tax Map 7, Lot 2-2, located in the Rural Zoning District, will be submitted to the Pittsfield Planning Board on Thursday, October 3, 2019, at 7:00 PM at the Pittsfield Town Hall 85 Main Street, Pittsfield NH, during a regular meeting of the Board.

Upon a finding by the Board that the application meets the submission requirements of the Town of Pittsfield subdivision regulations, the Board will vote to accept the application as complete, and a public hearing on the merits of the proposal will follow immediately. Should a decision not be reached at the public hearing, this application will stay on the Planning Board agenda until such time as it is either approved or disapproved.

Application materials are available for review at Pittsfield Town Hall, 85 Main Street during normal business hours.

Clayton Wood: I make a motion that this application has no regional impact.

Carl Anderson: Second.

Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Adam Gauthier – yes, Carl Anderson – yes, Matt St. George – yes

Paul Nickerson opened up for discussion concerning completeness of the application.

Clayton Wood expressed his concern regarding the application not being complete and stated what was not included with the application that was submitted. Clayton Wood mentioned that the drawings have changes and is concerned that the abutters and possibly some board members may not have seen the changes. Clayton Wood mentioned other reasons he feels that the application should be complete and viewable before voting on. Paul Nickerson also mentioned some items that are needed and how they should be presented. The board discussed if they should go through some issues with the applicant and it was decided that they should not because the discussion could be contractual. The board discussed confirming with the applicant that they are aware of what they need to do and that they can work with Paul Nickerson or Clayton Wood. Alden Beauchemin from Keyland Enterprises, introduced himself as the person who put this package together and stated he understands what is going on now, and also informed the board that the checklist they are looking for was not on the website and can fill it out. Alden Beauchemin informed the board that his clients are in a time constraint to sell the house and move forward, the board informed him that they could postpone the review until the next meeting but he would have to submit the proper paperwork with the changes in within the next few day so they are able to post the changes for review. Carl Anderson suggested making an extra effort to have another meeting in a couple weeks because the checklist was not on the website for them to obtain and know that is the procedure the board requires.

Carl Anderson: I make a motion to postpone the discussion and possible vote for 2 weeks.

Clayton Wood: Second.

Matt St. George mentioned that maybe the wording should be to continue.

Carl Anderson withdrew his motion and Clayton Wood withdrew his second.

The board also informed Alden Beauchemin the urgency for the fully filled out paperwork and changes need to be submitted in the next couple days.

Carl Anderson: I make a motion to continue the application until October 17, 2019.

Matt St. George: Second.

Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Adam Gauthier – yes, Carl Anderson – yes, Matt St. George – yes

Clayton Wood inquired with the board if they would like to hear what the abutters have to say in-case they are not able to attend in 2 weeks. Matt Wolfe stated he will wait and speak in 2 weeks.

**ITEM 6. – SELECTMEN'S REPORT**

Carl Anderson does not have anything.

**ITEM 7. – MEMBERS' CONCERNS**

Paul Nickerson inquired with Carl Anderson about the discussion that was concerning the Master Plan Committee considering changing the rural area lots being a 5-acre minimum. Carl Anderson gave the board some information concerning that and there was some discussion pertaining to how the change would affect properties currently. The board is going to ask Ralph Odell to come to a meeting to give an update.

**ITEM 8. – Master Plan Committee appointment paper for Arthur J. O'Hara  
Resignation letter from Larry J. Konopka, as a Planning Board Alternate**

Carl Anderson: I make a motion to sign Arthur O'Hara's appointment paper.

Adam Gauthier: Second.

Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Adam Gauthier – yes, Carl Anderson – yes, Matt St. George – yes

Clayton Wood: I make a motion to accept Larry Konopka's resignation and thank him for his service.

Carl Anderson: Second.

Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Adam Gauthier – yes, Carl Anderson – yes, Matt St. George – yes

**ITEM 9. – 2020 Planning Board Budget request form for discussion**

Clayton Wood stated that they should inquire with Bonnie concerning there not being anything spent for calls made to Central New Hampshire Regional Planning. There was some discussion pertaining to them not always billing for the calls they take from them. There was some discussion concerning the training line and postage. Matt St. George inquired about the reimbursement from the postage that is billed to applicants. Adam Gauthier inquired about the Planning Board Administrator, and it was discussed that they will inquire about the questions they have for the next meeting so they can discuss the budget again.

**ITEM 10. - ADJOURNMENT**

Clayton Wood: I make a motion to adjourn.

Adam Gauthier: Second.

Discussion: None.

Vote carries 5-0-0 Paul Nickerson – yes, Clayton Wood – yes, Adam Gauthier – yes, Carl Anderson – yes,  
Matt St. George – yes

Approved:

Paul Nickerson Oct 17, 2019  
Chair