TOWN OF DUNBARTON, NH
PLANNING BOARD MEETING MINUTES

August 21, 2019, 7:00 p.m. at Dunbarton Town Offices

IN ATTENDANCE: Chairman Ken Swayze, Vice Chairman George Holt, Secretary Chuck Frost, Brian Pike, Jeff Crosby, Ex-Officio Mike Kaminski, P/Z/B Department Administrator Donna White

BUSINESS: Secretary Chuck Frost stated that meeting notices were posted per regulations.

1. Approval of Minutes: George Holt made a motion to approve the minutes of July 17, 2019 and August 7, 2019 as presented; Brian Pike seconded the motion. There was no discussion. All were in favor.

2. Correspondence: 1) Information on the fall Land Use Law Conference has been emailed to Board members. 2) Donna delivered a message to the Board from Alison Vallieres; Alison plans to be in attendance once she gets moved and things settle down.

3. Selectmen’s Office Report: Mr. Kaminski reported the Board recently met with Ken Swayze, Jeff Crosby, Mike Cumings, and Donna White for an update on the Botnick project. He thanked the group for attending and working with the Board.

4. Planning/Building Department Report: Several lot line adjustment plans remain unrecorded because deeds have not yet been received.

5. Jeff Crosby reported that he recently met with Bob Grondin, representative of Lamontagne Builders, for a site walk on Overlook. There were some items that had to be addressed before the release of the $15,000 bond. Jeff said the seeding, swales, and header work has been completed and all items resolved. He said the developer will probably be going to the Board of Selectmen for the release of the bond.

NEW BUSINESS:

Crooker – Guinea Road upgrade Chairman Swayze explained the Planning Board's role, based on state statutes, to oversee roads and offer a recommendation of improvement standards to the Board of Selectmen. Mike Kaminski spoke about the guidelines and the minimum standards developed by the Town in order to issue a building permit on a Class VI road. These standards can be softened or strengthened. Brian Pike stated that consistency is key. Jeff Crosby spoke about the complicated history of the Robert Rogers end of Guinea Road, including previous subdivisions, building permit being issued for one lot on the road, and the Town basically maintaining the road for decades. As the road agent, Mr. Crosby stated he does not want to use a driveway as a turn-around, noting an ongoing lawsuit because of that situation elsewhere in town. There was discussion about the length of road the Crookers would be required to upgrade in order to get a building permit for their lot (E4-02-05). A map of the area was handed out, noting the upgrade being recommended would begin at the Galvin driveway and continue 250’ along the front of the Crooker property. It was asked if the
turn-around would be part of the 250’ or beyond. Mike Kaminski stated he would think it would be part of the 250’. The road agent said it would probably be a square, allowing town equipment, fire trucks, and the public a decent turn-around.

George Holt asked the objective of this meeting. Mr. Swayze said it is the Board’s role to give their recommendation on the road upgrade to the Board of Selectmen. He noted that Guinea Road is a scenic road. Mr. Holt said, subject to NH RSAs, only the property owner can take down trees and walls. Speaking as a member of the Conservation Commission, Mr. Holt said it would be their recommendation to keep the road scenic, keeping it consistent with the Gile Hill improvements done at the time of the Chan subdivision. He spoke of the Selectmen’s recommendation being much wider than applied to the Chan or Sowle upgrades (18’ with 2’ shoulders). Mr. Holt said he would prefer that the character of the area be maintained by not having a 30’ width and not taking a lot of trees. He suggested a discussion among all parties who have standing (selectmen, planning board, road agent, conservation commission) be held.

Ken Swayze asked the road agent what the recommended standards do based on Mr. Holt’s information. Mr. Crosby said he wants to stick to the guidelines and make it right. Brian Pike noted there are 127 acres across the road and there could be many houses there at some point in the future. Mr. Holt asked if it is right to make the Crookers upgrade the road for others. He said the first portion of Guinea Road will still be substandard; it is still scenic and the 18’ travel width seems reasonable for life safety and other concerns. Jeff Crosby noted that the Lyman subdivision at the beginning of Guinea Road was done in 1994 with the same standards as being recommended here. Discussion continued; it was agreed that a site walk was in order; Mike Kaminski will arrange.

Margaret Watkins, also a representative of the Conservation Commission, said she sees no reason to make the Crookers do a wider road beyond a substandard section. She spoke about the Stone farm, preservation, conservation connection, and the school to recreational areas. Jeff Crosby said it needs to be adequate and easy to maintain, noting he inherited the current situation from two previous road agents. He said Mike Galvin has never issued a complaint about the road and is happy to have the Town’s help. Mr. Crosby said Mr. Galvin helps maintain the ditches with his own tractor. He said the road has been used for heavy logging over the last 10 years, creating the bulk of the traffic and wear on the road. Mr. Crosby said Gile Hill Road is a little different from this situation. As the road agent, he said this is what the highway department would like to see.

Mike Kaminski asked the Board for the goal of a site review. George Holt said he felt it would be to consider the trees, the width, the walls. He said he could do a GIS overlay of the area. Ken Swayze stated the scenic value of the road is destroyed by the condition of the road right now. Margaret Watkins said 18’ wide with a good base would maintain the scenic aspect of the road.

David Crooker stated they had the opportunity to purchase this property in 1969. He gave some history of the property, including allowing the school to use it for cross country running, skiing, etc. Mr. Crooker said having to upgrade the road to a 30’ width will put the project beyond their reach. He said he has contacted the abutting property owner four times with no response. The Crookers thought the abutter might consider sharing the cost as it would benefit his lot as well. Ken Swayze said an exaction fee is a possibility. Jeff Crosby explained how exaction fees work, being used along with town funds on that road only. Mr. Swayze noted the Board of Selectmen have the final say in the upgrade requirements. Mike Kaminski said the Board would take input from all entities. A written recommendation from the Planning Board will be submitted after the selectmen-arranged site visit which was scheduled for Tuesday, August 27th at 4:00 p.m. The group will meet at Guinea Road.
OTHER BUSINESS:

Ken Perkins – Mr. Perkins appeared before the Board to discuss their lot line adjustment that was approved at last month’s meeting. He told the Board he was under the impression that new deeds were not necessary since he and his wife own both properties. He has since been informed that new deeds should be done and are needed at the time of recording the LLA plan at the registry. Mr. Perkins said he has applied for a building permit for their new home, but it cannot be issued until the plan is recorded. Mr. & Mrs. Perkins will be leaving on a pre-planned trip tomorrow and were hoping to get the permit before leaving so their contractor can continue the site work while they are away. Mr. Perkins said the plan is ready for signature and recording, and he could assure the Board the deeds would get done upon their return. The chairman said the Board has had problems in the past with deeds not getting recording, therefore the transfer of parcels not complete. Brian Pike suggested making the release of the building permit contingent on no certificate of occupancy until the deeds are filed. Jeff Crosby asked if the typical process is the deeds and plan being recorded at the same time. This was confirmed. Mr. Perkins said he would give the Town a check for $10,000, ensuring the deeds being recorded. There was lengthy discussion about Mr. Perkins’ request, possible options, and concerns. It was agreed that Mr. Perkins would submit funds for a bond/escrow. George Holt made a motion to accept a bond in the amount of $1,000 from Ken Perkins in lieu of accepting deeds prior to issuing a building permit. Brian Pike seconded the motion. All were in favor. Jeff Crosby recommended that the mylar plan be signed this evening, allowing the issuance of the building permit.

Zoning Ordinance Review – Chuck Frost reported the sub-committee is still working on the review of Article 4. Earlier this evening the group talked about how the Article is applicable to the topic of the workshop held a couple of weeks ago. Mr. Frost said the committee continues to make minor revisions and recommendations.

Jeff Crosby asked the outcome of discussions about Mr. Dahlberg’s position on monuments for the Hill subdivision. Mike Kaminski gave an overview of the completion of the project, with everything being all set in the end. He said legal counsel recommended reviewing our policies about monuments.

Jeff Crosby asked about the progress of the contract with Central N H Regional Planning Commission to create Planning Board policies and procedures. Discussion ensued; the project appears to be on hold at this time. Ken Swayze and George Holt will meet to review the drafts offered by Matt Monahan thus far.

Donna reminded Board members of the public hearing on the updated Master Plan that is scheduled for September 18th. Donna and Alison have each done a complete review of the draft chapters and submitted comments to CNHRPC.

Brian Pike moved to adjourn the meeting at 8:30 p.m.; seconded by George Holt. All in favor.

Respectfully submitted,
Donna White