

**ALSTEAD PLANNING BOARD MEETING**  
**POB 60, Alstead, New Hampshire 03602**  
**Phone/Fax 603-835-2986**

**MEETING MINUTES**  
**August 13, 2018**

Note: These minutes are furnished for public inspection in accordance with RSA 91-A:2 and are unapproved until offered for disposition by the Board at a regular meeting. **Accepted as Corrected 9/10/18.**

PB Members present: Peter Rhoades/Chairman, David Konesko, Gordon Kemp, Matt Saxton, Joyce Curll and Tim Noonan.

Rhoades/Chairman opened the Meeting at 7:00PM. Joe Levesque was present, and Noonan introduced him as the town's new grant writer. The Select Board has also asked him to represent the town with the South West Region Planning Commission (SWRPC). Rhoades explained that the official process for this to happen is:

- 1) the Planning Board nominates him;
- 2) he gets appointed by the Select Board;
- 3) a letter gets sent on official letterhead stating this.

A Motion (Saxton/Kemp) to nominate Levesque to represent the Town of Alstead with SWRPC was made. Motion passed.  
\*Marsden to let Kelly Wright/Select Board Admin. Assistant know this, and to send her these Meeting minutes.

Jeremiah Sund was also present – he recently purchased land on Gilsum Mine Road (across from Fuller Machine, at the corner of Rt 123 and Gilsum Mine Road). Sund was exploring options to possibly subdivide his 5-acre lot. Sund stated he had 200 feet of road frontage along Rt 123, and 436 feet of road frontage along Gilsum Mine Road, and that he has already had a septic inspection done. Saxton explained that the burden falls on the Applicant to establish that there are 2-acres of suitable soils. Rhoades expanded on that, by explaining what constituted 2-acres of highly suited soils in accordance to the Town's Zoning Ordinance. Rhoades added that a State Subdivision would also be required, and that it was the Applicant's choice to either go through the subdivision process with the Town first, then the State Subdivision process, or vice versa.

Prescott Trafton was also present – he is the new Road Agent (his position is no longer called a Director of Public Works/DPW). He was there, along with Hans Mayer, to figure out the Driveway Permit process, as Mayer wants to improve/maintain the end of Anderson Road – not to a Class V road standard, but well enough for a driveway to access off the road. Rhoades asked Member Noonan (who is also a Select Board Member) if it was the Select Board or the Road Agent who decided if this would be allowed. Noonan stated that the Select Board sets the Class V standards. Rhoades stated that Mayer did not intend to improve it to Class V standards – he only wants to maintain it to be passable for a car.

Rhoades stated that to build on a Class VI road, that the road needs to be brought up to a standard that allows emergency vehicles to pass. Saxton added that the homeowner is still required to sign a waiver with the Town, not holding the Town responsible if emergency vehicles can not access the property. Mayer has Class V frontage, but intends to improve the Class VI road to the point where they can access the house and build a driveway. \*The correct process is that Mayer needs to ask the Select Board for permission to make any changes to a Class VI road; Noonan stated that Mayer could speak directly to Trafton on this matter. Rhoades added that \*Mayer would need to provide details/information before doing any work.

Rhoades stated that years earlier the Planning Board had erroneously thought it could grant approval for a landowner to build on a Class VI road (the specific example occurred on the Baine Road). Rhoades reviewed a 2009 correspondence from Attorney Waugh on the matter regarding RSA 674:41 1C – that stated the Select Board needed to adopt a policy to allow building on a Class VI road – and that the Planning Board has no jurisdiction in this matter.

The Board continued conversation with Trafton regarding the need to draft a new Driveway Permit form, and that they are \*requesting Trafton's help in this matter. Rhoades explained that the Board has designated the issuance of Driveway Permits to the DPW/Road Agent; the exception to that are subdivision approvals with conditional approvals with engineered driveway plans. Rhoades told Trafton that 2 such exceptions exist now - on Walpole Valley Road (the Martin Major

Subdivision) and on Rhoades Road (the Brower property). \*Marsden to send a letter to Trafton regarding these two situations.

Rhoades explained that the Board asks for a Driveway Placement Location Approval when someone comes in to do a Subdivision – and that they don't need the building details of the driveway construction. The Board simply needs to know that there is a location that the Road Agent approves to feasibly place a driveway.

\*Discussion of this matter to take place at the October 8, 2018 Planning Board Meeting with Road Agent Trafton.

It was re-discussed that \*the Board would like to receive a copy of all approved Driveway Permits issued – Trafton to get such copies to the Planning Board.

A letter from Liberty Utilities regarding tree cutting work on a designated Scenic Road – specifically Camp Brook Road – was reviewed. \*A Public Hearing needs to be scheduled for this.

Trafton stated that he would like to mark some trees that are dead along the same road to identify which ones need to be removed. He understands that he needs to gain permission from the landowners first (after locating and marking them), and then schedule another Public Hearing, all before he could remove them.

Donald Wood had turned in a Mylar and three paper copies, with the corrected A-butter and lot information, as requested. A Motion (Saxton/Curl) was made to allow Members Rhoades and Konesko to sign the Mylar and Plans outside of a meeting once the State Subdivision approval is received. \*A mailing tube with pre-paid postage is still required, along with a \$51 check made out to the Cheshire County Register of Deeds. A \$17.25 reimbursement is still owed to Wood - \*Marsden to request the funds.

\*A follow-up letter needs to be sent to the O'Meara's.

\*Meeting Minutes need to be posted on the Town website – Marsden to send to Charlotte Comeau.

\*Marsden to follow-up with the front office in regards to 1) not depositing Application checks, and 2) when the Gilsum Public Hearing notice was received (to please leave the correspondence in the envelope to show time frame, or to date stamp correspondence as received).

A joint meeting with the Planning Board and the Zoning Board of Adjustment to take place at the September 10, 2018 meeting. \*Marsden to gather all zoning ordinance amendments discussed.

A Motion (Saxton/Kemp) was made to adjourn the Meeting. The Motion passed. Meeting adjourned at 8:30PM.

Respectfully Submitted,

Melanie Marsden/Administrative Assistant