

**THE PLANNING BOARD
TOWN OF FRANCESTOWN, NEW HAMPSHIRE**

March 4, 2014

MINUTES

Planning Board Members Present: L. Kunhardt, L. Ames, A. Arnold, L. Bourbeau, S. Pyle, B. McNeil, H. Camirand, B. Lindgren

Others Present: L. Barr, R. Roberts, M. Tartalis, S. Ludwig, J. Ludwig, Betty Behrsing, P. Freese, G. Sanderson, E. McStubbs

Barb Martin is taking the minutes.

The meeting was brought to order at 7:00 pm.

Communications: Board has received the January 2014 SWRPC News Letter and the Budget Report from Michael Branley.

Review of Minutes: February 4, 2014: Add, page 3, before “Close Public Hearing” “Attached to minutes is the complete Zoning Ordinance changes.”

New Business: Road Discussion and Letter from Lisa Bourbeau dated December 10, 2013.

Bourbeau asks if it is correct to understand that the State of New Hampshire does not inspect Class VI roads.

Discussion ensues regarding Planning Board’s authority on Class VI roads, or any roads.

Discussion ensues regarding proper record keeping and documentation in order to render decisions on sub-divisions, etc., as the Planning Board should have an understanding of road classifications.

Discussion ensues regarding the records on roads, and their classification, proper record keeping and proper filing procedures.

Discussion ensues regarding the Board’s desire to respond to Bourbeau’s letter.

Arnold suggests a draft and reads it to the Board.

Motion to send proposed letter, Lindgren. 2nd Pyle.

Discussion: Kunhardt shares that the road in question, Cressy Hill, and the issues surrounding the road, has gone to Town Counsel for review.

Discussion regarding updating the road classification map on an annual basis.

Discussion regarding authority and jurisdiction.

Bourbeau expresses concern that the Board have the most current and accurate information on roads in order to render fair and consistent decisions. Lindgren advises that road classification can change daily. Discussion ensues regarding the likelihood of road classification changing daily.

Discussion ensues regarding the need for accurate information and the importance of inter-departmental communication.

Motion to send the following letter to Boubeau, Lindgren. 2nd Pyle:

*March 6, 2014
Lisa Bourbeau
Fracestown, NH 03043*

Re: letter dated December 10, 2013

Dear Lisa,

At the most recent Planning Board meeting on March 4, 2014 the board reviewed your letter. We are unable to answer your questions. The Planning Board does not have jurisdiction over roads. The Master Plan, outdated even in 1997, is not more than a compendium of information and recommendations.

We refer you to "A Hard Road to Travel" by Barton L. Mayer, Esq. et. al. published by NHMA Local Government Center and "ROADS REVISITED Creation and Termination of Highways in New Hampshire – An Update " by Att. Paul J. Alfano published in the NH Bar Journal Fall 2005 edition. State statutes provide procedures relevant to classifying roads. We recommend that you contact the Road Agent and the Board of Selectmen for answers to your questions.

Planning Board members also agreed to work to establish better communications on these issues with the Office of the Selectmen.

Sincerely,

*Linda Kunhardt, Chair
Planning Board
Fracestown, NH 03043
planningboard@fracestownnh.org*

*LMK/lmk
cc: file*

Motion passed unanimous.

Discussion ensues regarding what the Board would like to do concerning road classification and record keeping.

Discussion ensues regarding the DOT process for road classification.

Kunhardt asks the Board is they would like to address how it keeps its own records. Kunhardt advises the Board of the current status and state of the Planning Board records and files. How would the Board like to address the matter? Will the Board volunteer time to go through the files and get them in order?

Arnold suggests hiring someone to handle the filing and perform administrative duties. And suggests having a summary list of all sub-divisions to share with other boards.

Discussion ensues regarding the filing and summary lists of sub-divisions, and problems and resolutions to the filing situation.

Board will schedule a practice run on filing for March 18, 2014.

Review of Surety Bonds on File:

1. Tower Removal Bond: Map 7, Lot 1
2. Tower Removal Bond: Map 6, Lot 61.2 (Dennison Pond)
3. Cable Hold Co Exchange LLC (from 2006): Related to Comcast
4. Cersosino: Map 8, Lot 47

Arnold advises there should be a bond for the gravel pit reclamation which is renewable annually.

Discussion ensues regarding Master Plan update and procedure for public hearing. Sub-committee should re-create the minutes from their meetings.

Kunhardt, Ames and others attended the Piscataquog Watershed Stream Crossing Vulnerability Assessment Project put on by Trout Unlimited, Southern New Hampshire Planning Commission and NH State and Federal partners in New Boston.

Next Meeting March 18, 2014 @ 7:00 pm

Adjourned @ 8:06 pm.

Respectfully Submitted,
Barb Martin