

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**February 10, 2016**

**Present:** Chairman Kresge, Members, Deschenes, Devlin, McKenzie, Merrell and Selectmen's Representative MacIsaac

**Absent:** Member Despres

**Staff:** JoAnne Carr, Director of Planning and Economic Development

**MEETING MINUTES APPROVAL**

On a motion by McKenzie, seconded by Deschenes the minutes of the January 12, 2016 meeting minutes were approved as submitted. (5-0)

**CALL TO ORDER**

Chairman Kresge called the public hearing to order at 7:00 p.m. Notice of the public hearing was posted in the Town Office building, the Library; copies were sent to the Planning Board, the Conservation Commission, and the Board of Selectmen.

**PUBLIC MEETING**

- Regarding the discontinuance completely and absolutely a portion of Prospect St. formerly discontinued subject to gates and bars. No portion of the present traveled way is intended to be discontinued.

Chairman Kresge began with a brief summary of law for NH roads. When a town adopts a road as a public right of way there is a strong presumption in NH law that the public interest extends in perpetuity regardless of the condition of the road. The only way the access is extinguished is through an absolute and complete discontinuance of the road which requires a vote at town meeting. One other intermediate status that a road can have is known as being subject to gates and bars. This means that the town would no longer maintain the road and that the property owner whose property the road went over would be free to put a gate at the front of the road. It is still a public way and the gate could not be locked. Roads of this nature are commonly known as class VI roads.

Jed Paquin of Paquin Land Surveying represents the Ramey's. They are interested in subdividing their property and during the research a class VI road running from Harkness Road through the Ramey's property was discovered. This brings up two issues, 1) there is a class VI road subject to gates and bars and 2) there appears to be a portion laid out over the Ramey property that is not in the present travelled way. The Petition Article is about abandoning absolutely any rights that may exist on their property so in the future if they choose to build a house there will not be a town road through it. This will not involve any property other than the Ramey's.

There was question about the wording of the article. Chairman Kresge was going to recommend omitting "laid out by town vote in September 1800." This would leave it to read *or portions of Prospect St. that lie within the limits of the lot.* Mr. Paquin agreed stating that the wording was decided upon by Town Counsel. Chairman Kresge added that the layman's language reads "The petitioners have requested that the town discontinue a town road over their property. Specific location unknown." Ms. Carr recommended there be a note in the layman's language that the documentation will be on file in Property Records.

Mr. Paquin asked if this was something the board could speak favorably of at town meeting.

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Chairman Kresge stated he has no objection to the request but did point out that the Planning Board has no formal role in terms of approving or denying this. Member Merrell feels that the fact it does not appear on the town map is sufficient reason to approve eliminating it.

**APPLICATION ACCEPTANCE**

No Action

**PUBLIC HEARING – NEW**

1. Jaffrey Master Plan update - Traffic and Transportation Chapter.

Presentation: JoAnne Carr

Appearances:

The first draft had been reviewed at the prior meeting and changes recommended. The changes have been made and posted for this hearing.

An additional change came at the request of Police Chief Oswalt relating to the foot note for Table 22, Jaffrey Accidents by Intersection 2003-2014. Although there are accidents on Charlonne St. he did not want to limit parking and asked that the foot note be removed.

Selectmen's Representative MacIsaac brought up an issue with a resident about the intersection of Charlonne and Main St. and sight distance. He recalls that parking places are laid out such that there are no parking spaces available per regulation from where it's laid out today. Is that related to what's in the data? Ms. Carr suggested that they can recommend that the police look at the parking on Main St., Charlonne St. and Goodnow St.

**There being no further questions Chairman Kresge closed the public hearing.**

**PUBLIC HEARING – CONTINUED**

No Action

**DECISIONS**

1. Jaffrey Master Plan update - Traffic and Transportation Chapter.

On a motion by Merrell seconded by Deschenes the board adopted the proposed changes as an amendment to the 2007 Master Plan. (6-0)

**OTHER BUSINESS**

- Town Manager Caron and Selectmen MacIsaac – Town office project  
Selectmen MacIsaac stated that he and Town Manager Caron had planned to meet with the board to give an update on the town office project however the Select Board has agreed to withdraw the article so there will be no presentation.

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The Budget Committee voted against supporting the project 4-3 and the Selectmen were 2-1. Selectmen MacIsaac commented that the article lacked support regardless of the intensive outreach that returned a positive response. Without the consensus of the Select Board and the Budget Committee it's unfair to the boards and the citizens to present the article.

Moving forward the objective is to gain the approval from the Budget Committee, the Select Board and a recommendation from the Planning Board. With this it could move forward in a more coordinated effort. Currently there is no consensus on what the direction should be and doing nothing portrays there is no investment in the town.

Selectmen MacIsaac feels the launching pad for moving forward is the Master Plan and the CIP. Once there is a vision then they can start to build a consensus. His request to the board is to put a priority on updating both the Master Plan and the CIP so they can move forward.

- JoAnne Carr – CIP update

Member McKenzie will be part of the CIP committee. So that she will have a better understanding of the CIP Ms. Carr met with her to go over the crafting of the document and the pieces that are critical to update. Most of the narrative would not require a lot of change with the exception of the Traffic and Transportation section based on the new recommendations.

An important part of the CIP is looking at the Master Plan and what projects are outlined in the Master Plan and be assured they are reflecting in the CIP. The current CIP is looking at the 2007 Master Plan. We want to be sure that the projects in the Master Plan are vetted and are projects that have been done or still need to be done. Ms. Carr asked Member McKenzie for her opinion of the CIP after their meeting. Member McKenzie agrees that they need an updated Master Plan; it's important to get the Vision update done first.

Chairman Kresge hears several votes for looking at the Vision section and presumably the Implementation section? Ms. Carr agrees on the Vision section and suggests looking at the projects within the CIP which will be coming out of the Implementation section of the Master Plan. Chairman Kresge noted that there is a line item in one of the budgets for \$5,000 – is this enough to get some assistance from Southwest? Ms. Carr stated that in the past she has used a facilitator from Franklin Pierce and it worked well; she would like to do something like that again and it wasn't costly. This would allow the Planning Board to participate as citizens and not facilitators. Ms. Carr stated that if the sub-committee works through March and April they would be ready to begin some outreach in late April and May.

At this time there are no applications for the March 15<sup>th</sup> meeting allowing time to further discuss the Master Plan activities. Copies of the Master Plan and the Downtown Plan will be printed for Member Devlin.

- Historic District Commission – Member Deschenes would like to step down from being the Planning Board Rep. to the HDC. Member Devlin volunteered to assume the position.

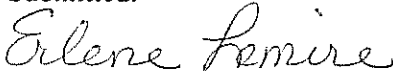
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- Chairman Kresge will send a letter to the Select Board requesting 1) Mathew Devlin move from an alternate position to a full position (previously held by Candra Bergeron) and 2) the re-appointment of Member Deschenes. With his pending departure Chairman Kresge stated that the board is down two and a half people and asked the members to give some thought to possible candidates. Ms. Carr asked if he would like to place an ad in the newspaper. Chairman Kresge replied yes.
  
- Chairman Kresge reported two notices copied to the board.
  1. The HDC disapproved the construction of a 330 sf structure on the site south of the Old Burying Grounds.
  2. NH DES commented on the Alteration of Terrain permit for the Sawyer gravel pit. The letter stated “review of your file documented expansion of the gravel pit operation in excess of the approved plans. Specifically, review of the Progress Plan and approved plan documented altered areas on the west-northwest side of the property in excess of the approved permit and plans.” The applicant was advised by DES that “the expansion exceeds the regulations in accordance with ENV-Wq 1500 *et seq* for an amendment, therefore within 90 days from the date of this letter DES requests submittal of a new AoT application requesting to retain the gravel pit expansion.”


**ADJOURNMENT**

The meeting adjourned at 8:21 p.m.

Submitted:

  
Erlene Lemire  
Recording Secretary

Attest:

  
Mark Kresge  
Chairman, Jaffrey Planning Board