

**TOWN OF JAFFREY**  
**Jaffrey, New Hampshire**  
**PLANNING BOARD**  
**Meeting Minutes**  
**February 14, 2017**

**Present:** Chairman McKenzie, Members Despres, Devlin, Farmer, Gordon, Merrell and Sherman

**Absent:** Selectmen's Representative MacIsaac

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

**MEETING MINUTES APPROVAL**

On a motion by Farmer, seconded by Merrell the minutes of the January 10, 2017 meeting were approved as submitted. (6-1-0) Member Devlin abstained.

**PRELIMINARY CONCEPTUAL**

None

**CALL TO ORDER**

Chairman McKenzie 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. Members Farmer and Sherman voted.

**PUBLIC HEARING - ACCEPTANCE**

1. PB 17-01 Jed Paquin (for Phyllis Roy), 20 Proctor Rd., Map 237/Lot 53.1, Zone: Rural (without town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Farmer, seconded by Despres the request to waive a full boundary survey was granted. (7-0)

On a motion by Farmer, seconded by Despres the application proposing a lot line adjustment was accepted. (7-0)

**PUBLIC HEARING – NEW**

1. PB 17-01 Jed Paquin (for Phyllis Roy), 20 Proctor Rd., Map 237/Lot 53.1, Zone: Rural (without town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

Presentation: Joanne Carr / Jed Paquin

Appearances: Phyllis Roy

Mr. Paquin was not present at the start of the meeting. Mrs. Roy asked if Planner Carr would step in and explain the proposed lot line adjustment.

Ms. Carr explained that a technical subdivision does not create a new lot; it does transfer a set amount of land from one land owner to the next. According to the survey Ms. Roy's parcel consists of 69.95 acres of land only and she is requesting a lot line adjustment that will transfer 42.4 acres to the

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Cloughs (map 236 lot 12). There is an .85 acre area of land identified on the plan as Uncertain Title. Ms. Carr stated that if that is true it will become an orphan lot for the town and called out separately.

Member Despres asked if the property will have frontage. Ms. Carr explained that it will assume the frontage of the property that is acquiring it which is accessed via a shared driveway off of Proctor Rd. There are currently two houses off of this driveway. Because the ordinance only permits two houses on a driveway should they decide in the future to develop it they would have to upgrade to a proper road.

Chairman McKenzie asked about the proposed access easement. Ms. Roy replied that she has a forty-foot right-of-way that passes through the Miller property. Mr. Miller has agreed to grant the same right-of-way to the Cloughs and the easement will be written into the deed. Ms. Carr pointed out that although they may receive Planning Board approval they will need to execute new deeds and record the plan and decision before the property transfers in the town's record.

Mr. Clough asked about the piece of land noted as "Uncertain Title" expressing his desire to include that land with the forty-two acres. How is that done? Short of hiring an Attorney who deals in such issues it was suggested that they start with the Surveyor who would have investigated the chain of title.

### **DECISIONS**

1. PB 17-01 Jed Paquin (for Phyllis Roy), 20 Proctor Rd., Map 237/Lot 53.1, Zone: Rural (without town water)

Technical Sub-division – The applicant proposes a lot line adjustment.

On a motion by Gordon, seconded by Despres the application proposing a lot line adjustment was approved as presented and per testimony given. The plan submitted is on file with this office with a plan date of January 16, 2017 and stamped by Jedadiah A. Paquin, LLS. (7-0)

### **OTHER BUSINESS**

- Master Plan: Vision and Community Character chapter  
The discussion continued from the January meeting which resulted in a couple of changes.  
The proposed changes were:

To amend the What We Heard portion; specifically, the second paragraph "stronger government".  
New wording suggested was "stronger government *action*".

To include in the Social Capital and Cultural Resources portion a function that takes place outside of downtown. The 4<sup>th</sup> of July celebration will be added.

On a motion by Merrell, seconded by Gordon the proposed changes moved to public hearing in March. (7-0)

- Master Plan – chapter updates:

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Chairman McKenzie stated that at the January meeting members were asked to look over the chapters and decide which one(s) they would like to be involved with. Chapters to consider are Regional Context, Population and Housing, Economic Development (Gordon), Electrical and Communication Services (Sherman), Community Facilities and Services (McKenzie), Recreational Resources, Historical and Cultural Resources, Natural Resources and Conservation. Planner Carr added that they could add a chapter for Energy (McKenzie) which is recommended by the Office of Energy and

There was discussion on which chapters were most important to the town and what is the best way to communicate with the town. Would the new Library Director be a resource for the Town Manager? Chairman McKenzie asked where in the plan do they identify a method to communicate between the government structures and the population of Jaffrey? Consensus was it would be the charge of the Town Manager. Chairman McKenzie stated that she would draft a letter to the Selectmen for the board's review at the next meeting suggesting that they make one of their goals with the Town Manager to develop a communications plan for the town and execute it. Chapters identified as most important to the town were Economic Development, Community Facilities, Electrical and Communication Services. Based on recent conversations with residents, Planner Carr suggested asking the Selectmen to take a leadership role in the broadband issue.

Planner Carr suggested putting aside \$6,500 for consulting services and this time around she would suggest the Planning Commission.

Discussion will continue at the March meeting.

- **Planning Board Members**

Member Despres' term will expire in March. She will advise the Chair at the next meeting if she will be seeking re-appointment.

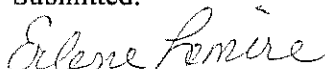
Vice Chairman Gordon is running for Selectmen. Should he be elected he would no longer be a regular Planning Board member. This would leave the board with no alternates. If anyone knows of someone who may be interested, please submit that name.

Chairman McKenzie announced that she will be unable to Chair the board again next year. This will take affect at the April 11 meeting.

**ADJOURNMENT**

The meeting adjourned at 8:10 p.m.

Submitted:



Erlene Lemire  
Recording Secretary

Attest:



Laurel McKenzie  
Chairman, Jaffrey Planning Board

