

Planning Board
February 24, 2022
7:30pm

Members present: Barry Hantman, Chip Current, Steve Woitkun, Chris Smith, Roger Whitehouse

Others present: Gail Turilli, Carol Baird

The Minutes from 2/10/2022 were reviewed. Chip mentioned that there were only some typographical errors. No other comments from the Board. Chip stated he will email the corrected minutes to Gail. Roger **made** and Chip 2nd **a motion to accept the minutes as written.** All in favor, **motion carries.**

Barry mentioned that Town Elections will be held on March 8 and there are 3 open positions on the ballot for the Planning Board. Two 3 – year terms, which Barry and Charles are up for re-election and one 2 – year term. Alternate positions are also open, and any interested parties may send a letter of interest to the Board. Election of Town Officers for the coming year will take place at the Planning Board’s second meeting in March. There are several Zoning Warrant Articles on the ballot. The Town has received a protest petition for the one adding properties to the Village District on Beach Plain Road and we are awaiting validation. Need to make sure it was submitted by the correct date, appropriate signatures were obtained, and that it meets all the requirements. Once this has been confirmed, a 2/3 majority on this ballot item will be needed in order for this to pass.

Master Plan – Heritage Section Updates:

Barry noted that he will merge the changes into the Master Plan. Carol Baird, Chairman of the Heritage Commission, addresses the Board. She stated that the Heritage Commission updates Chapter 4, section about the Town Hall and Chapter 7, Historic Resources information. Both were last updated in 2017. There are no proposed changes to Town Hall section in Chapter 4. There are a number of proposed changes to the historical narrative at the beginning of Chapter 7.

Some changes stem from historical information that was uncovered during research into town records and footnotes have been added to show the source and where to find out more. Some existing information was moved to the right chronological place.

There is a list of Planning Considerations and Heritage Commission objectives at the end of the historical text in Chapter 7. An objective that has been added to that section is to encourage property owners to protect their barns and agricultural buildings with easements under RSA 79-D. The Heritage Commission hopes these tools will be used by the Planning Board when considering Zoning changes and development in the town. If there is a checklist for these types of matters, the Heritage Commission would appreciate being added to the list.

The tables of existing historic properties that are part of this chapter require review with every update. The Heritage Commission is not notified when demolition permits are issued or

addresses of historical properties are changed. Each update requires careful comparison with the town's tax cards to confirm or update information in the tables. Existing figure 7-1 is an old, outdated map and would like to have this deleted. The Heritage Commission would like to include the following figures:

- Figure 7-1: the 1759-1760 map. Early roads and locations of farmhouses that may still be present today.
- Figure 7-2: a map of the historic district parcels in color. This will be helpful to locate the specific lots in the Historic District as they were approved by town vote. Some parcels of land have been added to the lot 1-52 that are not part of the historic district zoning at this time.
- Figure 7-3: the 2019 boundary plan by the town's surveyor showing lot lines for Meeting House and cemetery land as determined by Superior Court.

There is also an updated list of private gravesites with more specific locations. Most are on private property. The new list show street addresses and/or tax map identification. Rights of way have also been noted to these sites if they exist from deeds from the property.

Carol feels the Master Plan is a good place to include this updated information so that it will be in one place, in a town document that can be accessed by board members, residents and family descendants. In regards to private gravesites, 9 sites were identified and documented. About 20 years ago a Heritage member created a map with dots with the approximate locations. One of her tasks was to try and get property address and map and lot numbers for these sites. This was a concern for Heritage more so last year because of development happening in the town. An example of this on Olde Road where the exact location of the gravesite is unknown. There were rumors of two more sites other than what is listed. The New Hampshire Old Gravesite Association, which has our data, have GPS locations. When researched for one of the sites, a location on Kingston Road, it can be seen from the street. The GPS put the location in the middle of a subdivision which leads her to believe that the GPS coordinates are incorrect. There may be another one in that area that doesn't exist. Barry mentioned the site on 111 on the South side of the road between 111 and Hunt Road. The GPS indicators may be off as there is no evidence yet that they exist unless someone finds and reports them. Barry noted to keep these sites in mind as plans come in to the Planning Board. Carol mentioned that the site on Olde Road is at the end of the road on the South side (111). Roger questioned what happens if we don't find the sites but a backhoe does. Carol believes it needs to be reported. Chip confirmed that when digging, if any human remains are found, you need to stop and report it to the state. Carol mentioned that there is a 25ft buffer by law along burial grounds. Planning Board needs to be aware of that as a no disturb area and it is by RSA. Some of the private burial grounds are referenced in ancient deeds but then the reference and ROW tends to drop off as deeds come closer to our time. It takes a lot of research to determine where they are. Barry asked if it made sense to go out with a GPS and get the correct coordinates, report them and include those with the 9 that have already been identified. If the correct coordinates are located, it wouldn't hurt to put them in the plan. Chip mentioned obtaining homeowner's permission if a site is on private property and maybe give that information back to the state. Barry stated the one found on Hunt Road, coordinates were right off the pavement. The coordinates that were found and recorded maybe the entrance to the site and not the stones themselves. Carol stated that she learned from

visiting their website, that people can upload photographs and put in their own GPS coordinates as descendants look for these gravestones. Chris questioned the RSA 25ft no disturbance and if it applies to any gravesite. Carol stated that it applies to public gravesites as the statute is there and can be checked if it applies to private sites. An example would be the boundary plan for the Meetinghouse and Cemetery land. The Stafford private burial ground abuts it. The town surveyor has drawn a 25ft buffer around their private graveyard as well as the public cemetery.

Barry stated he will merge these changes into the full document. He suggested that the Board read through it and bring forward any comments. A public hearing will need to be held at some point to incorporate these updates into the official plan. Barry would like to do this along with updated to some of the other chapters. Chip is working on the CIP chapter. There are several with new data including 2020 Census data and the Master Plan should be updated within the first part of this year. Carol stated she had map exhibits showing corrections to the Heritage district. The map on the website will need to be updated with current corrections. Gail will notify the mapping company to address this. Carol noted that Heritage would like to delete one sentence on page 17 of the text, last paragraph, 2nd to the last sentence as it is repetitive.

Barry stated that the Town has been updating the Hazardous Mitigation Plan and in the coming years suggests looking at the Zoning based on the plan as it needs reviewing. Carol stated if the Planning Board makes any changes to what has been submitted by the Heritage Commission to let them know. Chris stated that Barry had mentioned inviting other committees coming in to the Planning Board and asked if tonight was like that. Barry stated this was more focused on the Master Plan but feels this is something the Planning Board should do if other Boards or Committee's have planning or zoning issues that they would like to discuss.

Roger **made** and Chip 2nd a **motion to adjourn**. All in favor, **motion carries**. **Meeting adjourned at 8:00pm.**

Agenda for next meeting:

1. Site Plan Review for NextGen Precision leasing space at 12 Olde Road
2. Preliminary discussion for Map and Lot 4-206, 23 acre lot on Hunt Road

Respectfully

Gail Turilli