

**Town of Jefferson**  
Office of the Planning Board

**Minutes**

January 13, 2015

**Members present:** Chairman Gordon Rebello, Donna Laurent, Michael Meehan, Gil Finch, alternate; Kevin Meehan, Selectmen's representative, Jeff Young, Charles Muller

**Absent:** Jason Call, alternate; Scott Guerin, alternate

**Others present:** Charlene Wheeler, Board secretary, Tom Brady

**Minutes**

Jeff Young made the motion to approve the minutes of the December 16, 2014 meeting as read, seconded by Michael Meehan. The vote to accept the motion was unanimous.

**Hearing – Brady Boundary Line Adjustment**

Chairman Rebello began the hearing to consider the application from Thomas, Michael, Lawrence, and Jane Brady for boundary line adjustments to their properties, Map 19, Lots, 9, 9A, and 9B. Payment for application fees and registration of mylar has been received. Board members examined the plat to see if any needed additional changes could be identified. Notices were posted and mailed. The Board secretary has gone through the checklist for the application. Jeff Young made the motion to accept the application as being complete, seconded by Donna Laurent. The vote to accept the motion was unanimous.

Chairman Rebello then opened the hearing to public comment. The Board secretary reported that no written or oral communications have been received. There being no further questions or comments, Chairman Rebello closed the public portion of the hearing.

Jeff Young made the motion to approve the application, seconded by Michael Meehan. The vote to accept the motion was unanimous. The plats and mylar were signed and the Board secretary will file the mylar at the Coos County Registry of Deeds.

**Hearing – Brady Subdivision**

Chairman Rebello began the hearing to consider the application from Thomas and Michael Brady to subdivide land, Tax Map 19, Lot 9A. The subdivision proposal would divide 10.65 acres into three lots, lot 1 being 3.2 acres, lot 2 being 3.7 acres, and lot 3 being 3.75 acres. Payment for application fees and registration of mylar has been received. Board members examined the plats to see if any needed additional changes could be identified. Notices were posted and mailed. Copies of permits from the NH Department of Environmental Services have already been received for the lots being less than 5 acres. The Board secretary has gone through the checklist for the application. Jeff Young made the motion to accept the application as being complete, seconded by Michael Meehan. The vote to accept the motion was unanimous. Chairman Rebello then opened the hearing to public comment. The Board secretary reported that no written or oral communications have been received. There being no further questions or comments, Chairman Rebello closed the public portion of the hearing.

Jeff Young made the motion to approve the application, seconded by Michael Meehan. The vote to accept the motion was unanimous. The plats and mylar were signed and the Board secretary

will file the mylar at the Coos County Registry of Deeds. Tom Brady thanked the Board and left the meeting.

### **Financial Report**

Jeff Young made the motion the yearend report for 2014 be approved, seconded by Donna Laurent. The vote to accept the motion was unanimous. The Board secretary reported that the Board of Selectmen had reduced the Planning Board's budget request for 2015 from \$6000 to \$5000. The Zoning Board of Adjustment's budget will remain at \$1000.

### **Communications**

The Board secretary circulated copies of a draft Planning Board's report to the town which is due before the Board's next meeting. Board members read the draft and there was one correction made. Jeff Young made the motion to approve the revised version of the draft, seconded by Charles Muller. The vote to accept the motion was unanimous.

A copy of the North Country Council's report "Plan for New Hampshire's North Country" was circulated. Chairman Rebello took the book home to read.

Copies of Selectmen's minutes were circulated

### **Unfinished Business**

The Board secretary reported she had sent a letter to Wayne Lieberum whose letter of credit (LOC) to ensure installation of utilities on his subdivision off Stag Hollow Road is due to expire February 1, 2015. Mr. Lieberum was asked to contact either herself or Chairman Rebello if there were any questions about the Board's intention to increase the amount of the LOC by 10%. To date Mr. Lieberum has contacted no one and a new LOC has not been received. The Board secretary was asked to contact Mr. Lieberum by telephone before the next meeting.

The Board secretary reported the Board could add the requirement to the subdivision and boundary line adjustment application checklists to ensure a blank box is left in the upper right hand corner of each mylar and plat per the requirement of the Coos County Registry of Deeds without holding a hearing about the change. Jeff Young made the motion to add the requirement to both checklists, seconded by Michael Meehan. The vote to approve the motion was unanimous.

Discussion of issues arising from landlocked lots that exist in the town was tabled until the next Board meeting.

Jeff Young made a motion to adjourn the meeting, seconded by Charles Muller. The meeting was adjourned at 8:05 p.m.

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Charlene Wheeler  
Secretary to the Board