

# APPROVED MINUTES

Town of Jefferson  
Office of the Planning Board

Minutes  
August 13, 2024

**Members present:** Chairman Mike Meehan, Bob Roy, Mark Gross, Jason Call, Kevin Meehan, Select Board's representative; Andrea Gendron, alternate  
**Absent:** Mike Smith, Rebecca Hatfield  
**Others present:** Charlene Wheeler, secretary; Michelle Gross, dual secretary; Attorney Laura Spector-Morgan; Attorney Phillip Hastings (see attached attendance sheet for meeting attendees)

Chairman Meehan opened the meeting of the Planning Board at 7:10 pm. Andrea Gendron was designated a voting member for this meeting in the absence of a regular member

## Minutes

Bob Roy made the motion to approve the minutes of the July 23, 2024, meeting minutes, seconded by Mark Gross. The vote to accept the motion was unanimous.

## Hearing - Waumbek Partners LLC - continued

Chairman Meehan opened the continued public hearing for Waumbek Partners, a phased development from existing lots, Map 8, Lots 4, 4A, 4B, 4C, and 29. With the application itself came a multipage document called a Cluster Subdivision Agreement intended to provide a legal framework for the timely and orderly development. Town's attorney Laura Spector-Morgan and Waumbek Attorney Phillip Hastings were introduced and led a discussion addressing the points of the Cluster Subdivision. There was discussion of open spaces, defining the wording of several points. Vesting, short term rentals, owned by the Waumbek Partners and enforcement of covenants were also discussed. Attorney Hastings said Special Exceptions will be needed, they want to avoid too many applications such as variances to the Zoning Board of Adjustments. Bonding would be needed for road construction and utilities. All utilities are to be installed underground. There was also concern expressed about the change of road access by using a road that is currently on town property. A message from Selectmen Norman Brown was read indicating the selectmen's approval and support to move forward on the road. It was noted that the town has an engineer that will work with the partners on road installation and the road standards are published on the town's website. Specific points that the attorneys were discussing are attached to these minutes.

The Board did receive a written communication and read by the Board secretary from an abutter to the Waumbek proposal, Bernadette Nay, she stated she is in favor of the Waumbek development. The communication is attached to these minutes.

Nancy Greenlee, abutter to the Phase III of the Waumbek project had questions about how the duplexes would possibly obstruct their views. No specific answers could be



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given until more information would come in on that application. She was also concerned about receiving a hearing notice and that will be addressed. Jason Call referred to the definitions of section 4 of the Land use Ordinance. When each phase application is submitted all abutters must be renoticed and the applicants will bare the cost of such notices.

The board will schedule a public hearing when the application for a specific phase is submitted. Possible meeting dates were discussed, the board on their summer schedule had already canceled August 27th and also NH primary day Sept 10th, has been canceled. The applicants wanted to have a hearing before September 24th, the board's regularly scheduled meeting date. Sept 5th, was a possibility. Bob Roy made the motion that the hearing to be continued on Sept 5th at 7pm, seconded by Mark Gross. The vote to accept the motion was unanimous. Andrea Gendron made the motion be the August 27th regular meeting to remain canceled, seconded by Bob Roy and the vote to accept was unanimous.

### **Financial Report**

Jason Call made the motion to approve the Financial Report, seconded by Mike Meehan. The vote to accept the motion was unanimous.

### **Communication**

A Pipeline Safety Brochure from the Portland Pipeline was received and available at the office.

The Zoning Board of Adjustment is continuing a hearing on Aug 22nd at 7:30 pm for Mr Tilton who is asking for a Variance for Solar array closer to Valley Rd than is allowed. Also copies of two (2) approved building permits were circulated.

Work continues on updating the website and create new email addresses.

### **Other Business**

While Attorney Spector-Morgan was present Jason Call and the Board secretary asked questions about the Tilton Hearing to get some clarification of how the ZBOA should be handling the process. The response from her was that the applicant is responsible for supplying the board the information it needs. She thought the applicant may have a high bar to meet the hardship criteria.

The Board's next meeting will be Sept 5th at 7:00pm.

Bob Roy made the motion to adjourn the meeting, seconded by Mark Gross. The meeting was adjourned at 8:15 p.m.

  
Michelle Gross  
Secretary to the Board