

**PLANNING BOARD
TOWN OF FRANCESTOWN, NEW HAMPSHIRE
minutes**

December 19, 2023

Members Present: Scot Heath (ex-off), Linda Kunhardt, Karen Fitzgerald, Sarah Pyle, Betsey Hardwick

Absent: Bob Lindgren, Gerri Bernstein

Alternates present: Susan Kane, Greg Neilley

Absent: Kris Stewart, Chris Danforth, Kaela Law

Voting members: Scot Heath (ex-off), Linda Kunhardt, Karen Fitzgerald, Sarah Pyle, Betsey Hardwick, Greg Neilly, Susan Kane

Others present: Jamie Pike, Amanda Burton, Charlie Pyle, William Gregory, Martha Farmer, Sarah Daume, Russell Huntley, Brenda and Lester Greenwood

Minutes prepared by Maureen Troy

Sarah Pyle called the meeting to order at 6:30.

Revisions to the Proposed 2024–2029 Capital Improvement Plan

The board considers adopting a proposed Frankestown Capital Improvement Plan for 2024 – 2029, as revised per discussions at the January 7 & 8, 2023 meetings where the proposed CIP was initially presented. It includes potential capital project needs and expenditures, and anticipated revenue sources and means to fund them, over the next 6 years.

Jamie Pike reviews the CIP budget and funding.

The Fire Department and Highway Department needs match up for the next few years.

There will be a deficit in 2043 if revenues stay as is.

Pike explored a bond for funds needed—he determined this would not work.

There are 7 million dollars in expenditures needed for Fire and Highway vehicles

Interest is of value now with recent interest rates.

The Board discusses the option of used vehicles.

The Board discusses the review cycle of the CIP

Pike explains two models: Pay-go cash model—32-50% increase in funding to reserve fund over the next 10 years; Leasing model (vehicles with life span of more than 15 years and down payments of 50%)—25-41% increase in funding to reserve fund over the next 10 years..

Pike recommends to go ahead and fund the fire vehicle capital reserve fund and to keep exploring the leasing model.

Kane asks about grant funding for emergency vehicles—she will research further.

Motion: Pyle moves to approve CIP as presented. Hardwick seconds.

Discussion: Kunhardt reminds the Board that everything we want costs a lot of money and we will run out of money.

In Favor: Neilly, Heath, Fitzgerald, Kunhardt, Pyle, Hardwick, Kane; **Opposed:** none

Pike wants one PB member in charge of each department for CIP for the future.

Subdivision Application/Public Hearing: Bible Hill Road - Case #23-SD-03

The Board considers an application from Brenda and Lester Greenwood and the Lara K. Gilman Revocable Trust for a subdivision and lot line adjustment of land on Bible Hill Road: Tax Map 9, Lots 9-26.02, 9-22.01 and 9-23. The proposal, if approved, would create one new lot fronting on Bible Hill Road and would merge/annex a portion of lot 26.2 to lot 22.1. Two existing lots fronting on Bible Hill Road would be reconfigured to create one new lot consisting of 4.5+/- acres and two remainder lots consisting of 5.6 +/- and 3.6 +/- acres. The property is located in the rural district and the proposed lot contains property in the steep slopes and wetlands overlay district. The proposed plan was prepared by Huntley Survey and Design, P.L.L.C. If not resolved at this meeting, these matters may be continued to subsequent meetings without further published notice. Interested parties are invited to attend, in person or by agent, to show why this application should, or should not, be granted.

The Chair of the Completeness Review Committee, Kunhardt, reports findings. There were 15 deficiencies—no second CRC meeting to review. The CRC chair reviewed the additional materials. 6 deficiencies have been met, there are 9 outstanding deficiencies including:

- Showing the names of all owners, abutters and easement holders (Subdivision Regs Section VII.C.1 h & i) be presented on the lots.
- All tax maps and lot numbers specified (Huntley explains that one sheet is pre existing lots and the second is post subdivision. Page one is proposed, second page is divided.)
- Tax map number, owner map, frontage map of preexisting lots
- Show the proposed driveways—there is one driveway that is not clear (the board discusses finding a driveway and house when they did the site walk and finding multiple stakes for a driveway.)
- Before adjustment and after adjustment should be consistent for all lots.
- Section V-F-2 or G-9: HIS maps or SS maps are required for 2 acre buildable area or a request for a waiver.

Huntley describes his plans and lot line adjustments. Pyle and Kunhardt explain that each lot needs to show prior acreage, frontage and names along with the proposed acreage, frontage

and names after lot line adjustments and subdivision. The small parcel map with before and after would be clear and easy to understand.

Tax Map 9, Lot 9-26.02 does not show driveway and access to the buildable area—coming from easement.

The board discusses requirements of driveways for the fire department. Pyle reads a letter from the fire department. The fire chief notes that a driveway longer than 300 ft needs a turnaround separate from house parking.

Subdivision and zoning regulations state that shared driveways access no more than two single family residences—this driveway may provide access to two single family residences and an easement for a cell tower. The question is when does a shared driveway turn into a road— a road has higher standards.

The cell tower is now serviced by T Mobile—there are a lot of trucks. Martha Farmer explains that the trucks park in her driveway and that she maintains the driveway (plowing, grading, etc.).

The board discusses the curb cuts that the Road Agent approved for driveways.

The applicant should be aware of 15-20% slope on frontage for soil and erosion control plan for driveways.

The board discusses removing the access easement of the parcel being transferred to the Gilman so there are no future issues.

The Conservation Commission still needs to look at the plans/application (they will review on January 8th).

Motion: Kunhardt (CRC chair) moves to deny the application as incomplete in accordance with RSA 676:3. For the following reasons: HIS maps or waiver, SS maps or waiver, insufficient labeling of lots, need confirmed driveway designations and need to show house on Tax Map 9, Lot 26.01 (Farmer) if within 50 feet. Hardwick seconds.

In Favor: Neilly, Heath, Fitzgerald, Kunhardt, Pyle, Hardwick, Kane; **Opposed:** none

Proposed Changes to the Zoning Ordinance for 2024

The Board considers various proposed changes to the Frankestown Zoning Ordinance, as drafted by the Rules and Regulations committee, to be brought to a Public Hearing review in January 2024 and subsequently to Town Meeting in March 2024 for the Town's approval.

Pyle explains changes. Everything except the tables were approved at the last meeting. Kunhardt asks about the table and the list matching. The board discusses adding a caveat that states: Any discrepancy between this text and table 2, table 2 has precedent.

Motion: Hardwick motions that with the addition that the board have town council review to take it to a public hearing. Heath seconds.

In Favor: Fitzgerald, Kunhardt, Pyle, Hardwick, Kane, Neilly, Heath; **Opposed:** none

Proposed Changes to Site Development Regulations

Postponed until next meeting

Announcements and Communications:

none

Review of Minutes:

Postponed until next meeting

New Business:

none

Other Business:

none

Meeting adjourned at 8:35pm.

Next meeting is Tuesday, January 16, 2024 at 6:30pm.