

**TOWN OF WEBSTER**  
**PLANNING BOARD**  
**MEETING MINUTES THURSDAY OCTOBER 15, 2020**

The Planning Board held a virtual meeting on Thursday October 15, 2020 at the Webster Town Office 945 Battle Street, Webster, New Hampshire.

**Planning Board Members present:** Susan Rauth (Chairperson), Paul King, Kathy Bacon (Alternate), Craig Fournier, David Hemenway.

**Also, present:** Russell Tatro (Land Use Coordinator), Mark Phillips (Owner), Jeffrey Evans (Surveyor), Martin & Dorothy Bourque (Abutter), Laura Mellick (Future Owner).

Chairperson Rauth opened the October 15, 2020 meeting with attendance. Lynn M. Lehman was absent, and Kathy Bacon was appointed to vote in her absence.

The first item on the agenda was the public hearing for the minor subdivision submitted by Mark & Juliana Phillips. They propose to subdivide 4-12 into two lots: 4-12-1 = 82.74 acre lot and 4-12-2 = 17.26 acre. Chairperson Rauth informed those in attendance of the procedures and rules of the public hearing.

The Board started by reviewing the subdivision application submitted by Mark Phillips for completeness. A discussion was had on the completeness of the application. There was a minor problem with the office-only sections not being filled in. Land Coordinator Tatro had the information on record and would add it.

**MOTION:** Craig Fournier

*To approve the application as submitted by Mark & Juliana Phillips.*

**SECOND:** Dave Hemenway

**PAUL KING – NO**

**CRAIG FOURNIER – YES**

**KATHY BACON - YES**

**DAVID HEMENWAY – YES**

**The motion passed 3 to 1**

The Board then moved onto the review of the plot plan of the minor subdivision. Mark Phillips began the presentation of his proposal for the subdivision. He informed the board that he was subdividing the land to give to his wife's sister and her husband, Laura & George Mellick. There would be no further intended use other than a single-family home.

Chairperson Rauth asked about the frontage and easements. Mr. Evans informed the Board that the frontage was between 800-1000ft and he would add it to the Mylar. There were no easements on the lot. Chairperson Rauth asked about the boundaries. Mr. Evens stated that boundaries are combination of new and existing boundaries. The ones they added were made with capped iron pipe. Paul King informed the Board he had inspected a few of the boundary markers. The Board then discussed the surrounding area, lot features, road quality, and road access.

A discussion occurred as to whether the submitted driveway application was complete and if it should be handled separately from the subdivision. The board concluded that the driveway application was incomplete and would be handled separately from the subdivision. Mark Phillips and Laura Mellick also informed the board that they would be willing to follow the new regulations should they be approved later in the meeting, and they would work with the Board to submit the information required.

Chairperson Rauth opened the meeting to comments from abutters and other interested parties. Martin Bourque expressed his concern that the new lot would be subdividable in the future. Mark Phillips and

1 Laura Mellick expressed that they had no intention to further subdivide. Dorothy Bourque expressed her  
2 welcome to her future neighbors.

3  
4 **MOTION:** Craig Fournier

5 *To approve the minor subdivision 4-12 into two lots: 4-12-1 = 82.74 acre lot and 4-12-2 = 17.26 acre.*

6 *Approval is contingent upon an inspection of the boundary markers.*

7 **SECOND:** Kathy Bacon

8 **PAUL KING – YES**

9 **CRAIG FOURNIER – YES**

10 **KATHY BACON - YES**

11 **DAVID HEMENWAY – YES**

12 **The motion passed 4 to 0**

13 **MOTION IS AMENDED:** See below vote

14  
15 Chairperson Rauth moved onto the next item on the agenda to review the driveway application submitted  
16 by Jeffrey & Catherine Evans for 1247 Battle St.

17  
18 Paul King informed the Board that they had not received the needed information to approve the  
19 application. He had asked the Evans to submit a map that included the curve radius of the driveway, and  
20 the map they submitted back stated the curve radius as “not defined on drawing but will meet code.” Paul  
21 King was unaware of any such code in the driveway regulations. A discussion occurred on the driveway  
22 application and what the appropriate curve radius would need to be. The Board's primary concern was  
23 making sure the driveway would be able to support emergency vehicles. The curve radius was needed for  
24 that. The Board agreed that Land Use Coordinator Tatro would reach out to the Evans one more time to  
25 get more information on the curve radius, width, length, and grade of the driveway. Land Use Coordinator  
26 Tatro would send a draft e-mail to Paul King for approval before it would be sent. If the Evans failed to  
27 respond, the Board would submit a formal letter for the information. The Board would also review the  
28 driveway regulations in the future to address the concern of curve radius.

29  
30 **MOTION:** Craig Fournier

31 *To amend the motion to approve the minor subdivision 4-12 into two lots: 4-12-1 = 82.74 acre lot and*  
32 *4-12-2 = 17.26 acre by adding “approval is contingent upon an inspection of the boundary markers.”*

33 **SECOND:** Paul King

34 **PAUL KING – YES**

35 **CRAIG FOURNIER – YES**

36 **KATHY BACON - YES**

37 **DAVID HEMENWAY – YES**

38 **The motion passed 4 to 0**

39  
40 Chairperson Rauth moved onto the next item on the agenda, the public hearing to approve the amendment  
41 to the driveway regulations. The proposed change would be to Article V:13b. Chairperson Rauth read  
42 aloud the new language “Driveways longer than 300 feet should provide a passing zone of an additional  
43 12 feet width, for a distance of 50 feet on the straight portion, at intervals of no more than 300 feet, to  
44 allow passage of vehicles traveling in opposite directions.”

45  
46 **MOTION:** Craig Fournier

47 *To approve the change to the driveway regulations as read by Chairperson Rauth.*

48 **SECOND:** Kathy Bacon

49 **PAUL KING – YES**

50 **CRAIG FOURNIER – YES**

51 **KATHY BACON - YES**

1 **DAVID HEMENWAY – YES**

2 **The motion passed 4 to 0**

3  
4 Chairperson Rauth moved onto the next item on the agenda, approval of the minutes from September 17,  
5 2020 meeting. Chairperson Rauth informed the Board that there was some misspelling of names that  
6 needed to be corrected. She also noted some minor punctuation and grammatical errors.

7  
8 **MOTION:** Craig Fournier

9 ***To approve the Planning Board minutes from September 17, 2020 with the correction Chairperson***  
10 ***Rauth noted.***

11 **SECOND:** Paul King

12 **PAUL KING – YES**

13 **CRAIG FOURNIER – YES**

14 **KATHY BACON - YES**

15 **DAVID HEMENWAY – YES**

16 **The motion passed 4 to 0**

17  
18 Chairperson Rauth asked if there was any new business. Dave Hemenway, as the representative of the  
19 Select Board asked for clarification of the Capital Improvement Plan process. Chairperson Rauth  
20 summarized the process.

21  
22 Craig Fournier brought up the process and financing of the proposed Salt Shed. The Board discussed the  
23 best process and suggested that a full plan should be created. The Town should do its best to plan for the  
24 future. The new plan should include a full DPW building and a road. The Board also suggested the hiring  
25 of an engineer to make the plans. Craig Fournier agreed and would bring it up at the next Salt Shed  
26 meeting.

27  
28 Chairperson Rauth asked for an update on the proposed Solar Array. Dave Hemenway did not know but  
29 would let the Planning Board know when he did.

30  
31 **MOTION:** Paul King

32 ***Motion to adjourn the meeting at 8:03pm***

33 **SECOND:** Craig Fournier

34 **PAUL KING – YES**

35 **CRAIG FOURNIER – YES**

36 **KATHY BACON - YES**

37 **DAVID HEMENWAY – YES**

38 **The motion passed 4 to 0**

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43 The meeting adjourned at 8:03pm

44 These minutes were approved as written on 11/19/2020.

45 Respectfully,

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49 \_\_\_\_\_  
Chairperson Susan Rauth

50  
51 *Minutes taken by Russell Tatro*