

**TOWN OF WEBSTER**  
**PLANNING BOARD**  
**MEETING MINUTES THURSDAY SEPTEMBER 21, 2023**

1 The Planning Board held a meeting on Thursday, September 21, 2023. The meeting was held at the Town  
2 Hall in the Grange Hall; 945 Battle Street, Webster, NH 03303.

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4 **Planning Board Members present:** Chairperson Craig Fournier, Paul King, Adam Mock, and Theresa  
5 Finnemore.

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7 **Also, present:** Select Board Chairperson David Hemenway, Town Administrator Dana Hadley, Land Use  
8 Coordinator Russell Tatro, Jeffrey & Cathrin Evans.

9  
10 Chairperson Fournier opened the meeting at 6:30pm by taking attendance, Member Herrick and Member  
11 Youngs were not in attendance. Chairperson Fournier asked Alternate Member Theresa Finnemore to fill  
12 in and she agreed she would.

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14 Chairperson Fournier then moved to the first item on the agenda, the Evan's Driveway.

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16 Chairperson Fournier asked Coordinator Tatro to read Driveway Regulation IV Permit Requirements  
17 Section B Sub-Section 2a "In the case of a driveway intersecting a State Road, issuance of a State  
18 driveway permit shall be regarded as compliance with the Webster requirements for the design of the  
19 driveway/street intersection." He interpreted this to mean that if an applicant obtained a State driveway  
20 permit this would mean that the intersection with the Road was compliant with the Town's regulations  
21 including the apron. Member Mock added that to his knowledge the Town had the right to regulate above  
22 the requirements of the State. Chairperson Fournier responded that he understood that, however that  
23 wasn't the way the regulation read. Mr. Evans commented that in the 2011 Planning Board minutes  
24 discussing Blackberry Lane the Board stated that their primary concern at the time had been the right of  
25 way.

26  
27 Member King wanted to give the Board a bit of history for the reason of the apron. He then gave an  
28 example of two residents living in Town. One living on a Town Road and the Other Living on a State  
29 Road. He said it wouldn't be fair to require the resident on the Town Road to have an apron and the one  
30 on the State Road to not have the apron. Mr. Evans responded that he didn't see how this was relevant.  
31 Mr. King responded that it is relevant because Boards in the past wanted to ensure that the regulations  
32 were fair to everyone.

33  
34 Mr. Evan's then listed off a few driveways that didn't have paved aprons on State Roads and he felt like  
35 the ordinance wasn't being applied evenly. Mr. King stated that he couldn't answer for what happened  
36 prior to him being on the Board, but he has always enforced the apron requirement to the best of his  
37 ability. Member Mock added that all this was in the Town's current regulations. Chairperson Fournier  
38 pointed out that Coordinator Tatro just read the relevant section. Member Mock responded that there was  
39 more to the regulations than just that on section. Chairperson Fournier agreed there were more to the  
40 Driveway Regulations, but which regulations took precedence over the others. In his opinion this section  
41 was poorly written.

42  
43 Select Board Chairperson Hemenway commented that the regulations had been in the last five years. Mr.  
44 Evens pointed out that the section they were discussing had been part of the regulation since 2007.  
45 Member Finnemore stated she understated Mr. Evans frustration, and she was in favor of reviewing the  
46 regulations. She felt that there should be a difference between State Roads and Town Roads, but there  
47 currently was not.

1 Mr. Evans commented that his permit had said nothing about the apron requirement. Mr. King responded  
2 that it is on the Town application and the requirement is in the regulations. Mr. Evans responded that the  
3 regulations stated appeared to state he didn't need an apron because he had the State's approval. Mr. King  
4 responded it was all in how you interpreted the regulations. He interpreted them one way and Mr. Evans  
5 interpreted them a different way. Mr. Evans stated that the whole point of the apron was to protect the  
6 Town's roads from being damaged and his driveway was not on a Town road. Mr. King commented that  
7 the regulations that the Town's regulations also apply to local State roads.  
8

9 Chairperson Fournier asked if there was any further discussion. Member Finnemore asked what would be  
10 involved in changing the regulations. Chairperson Fournier responded that we couldn't do that tonight  
11 and they would need to hold a public hearing. Select Board Chairperson Hemenway responded that the  
12 Board should also look at the scope of the driveway regulations. He felt this was another section that may  
13 point out another contradiction in the regulation.  
14

15 Chairperson Fournier asked Member King to go over the reason for the apron. Mr. King responded that  
16 the primary reason for the apron is to protect the Town's road from damage caused by water runoff. Mr.  
17 Evans reminded the Board that they were not talking about a Town road and the State did not share the  
18 same concern. Chairperson Fournier read the section on the apron requirements in the driveway  
19 regulation and his interpretation led him to believe that it was only intended to apply to Town roads.  
20 Member Mock still thought that Town rules superseded State ruled in the local municipality. Mr. Evans  
21 agreed that the Town could regulate the interior grade of the driveway. Member Mock still felt the Town  
22 should also have say on whether an apron was required. Chairperson Fournier stated that he was ready to  
23 make a motion.  
24

25 **MOTION:** Chairperson Fournier

26 *To accept the wording of Driveway Regulation IV Permit Requirements Section B Subsection 2a to*  
27 *mean that Mr. Evans driveway is in compliance with the Town's Driveway regulations.*

28 **SECOND:** Member Finnimore

29 **CRAIG FOURNIER – YES**

30 **PAUL KING – NO**

31 **ADAM MOCK – ABSTAIN**

32 **THERESA FINNEMORE – YES**

33 **The motion passed 2 to 1 with one abstention.**  
34

35 Member King felt the Board had "opened up a can of worms" with this decision. Chairperson Fournier  
36 responded that he hoped to change the regulations to better clarify the apron requirements on both Town  
37 and State roads. The Board discussed the requirements briefly and will continue their discussion at their  
38 next meeting in October.  
39

40 Chairperson Fournier moved to the next item on the agenda, the Capital Improvement Program (CIP).  
41

42 Administrator Hadley informed the Board that the Town Office did not have any new projects for the CIP  
43 and would just be continuing any ongoing projects. He then updated the Board on the status of several  
44 projects that had not been completed yet such as the server, painting, and regular maintenance.  
45

46 Coordinator Tatro then informed the Board that the Police Department had placed a request to purchase a  
47 new cruiser to replace. The new cruiser would replace the Departments oldest cruiser a 2016.

48 Administrator Hadley informed the Board that they had purchased two 2021 cruisers in one year a few  
49 years ago due to a car accident. Select Board Chairperson Hemenway asked how many cruisers the  
50 Department had. Administrator Hadley responded three 2021 cruisers and one 2016 cruiser.  
51

Chairperson Fournier asked how much money the Department was requesting be set aside each year. Administrator Hadley responded they are requested that \$22,000.00 be put in the funds each year. Select Board Chairperson Hemenway felt the Board should consider that the Town wanted to avoid purchasing multiple cruisers in the same year. The other thing the Board should consider is that they only had two full time police officers and several part timers. The last thing they should consider is that the 2016 cruiser is primarily used for outside details. The Board discussed the cruiser and they agreed to support the purchase. However, they still needed further details on the amount the department wanted to put in the trust funds each year.

Coordinator Tatro went over the schedule for the upcoming CIP discussions. He had scheduled the Highway and Fire Department discussions for the meeting in October but was still waiting for Hopkinton Town Administrator Neil Cass to inform him when the meeting would be with the Hopkinton CIP. The Board then held a lengthy discussion on topics they intended to discuss with the Town of Hopkinton regarding the operation of the Transfer Station.

Chairperson Fournier moved to the next item on the agenda, the approval of the draft meeting minutes.

**MOTION:** Chairperson Fournier

***To approve the meeting minutes from 8/17/21 as written***

**SECOND:** Member Finnimore

**CRAIG FOURNIER – YES**

**PAUL KING –YES**

**ADAM MOCK – YES**

**THERESA FINNEMORE – YES**

**The motion passed 4 to 0.**

Chairperson Fournier moved to the next item on the agenda, Public Comment.

Member King commented that he planned this to be his last term on the Board and that he would not be able to attend the next few meetings. He hoped that the Board would be willing to make him an alternate and move Alternate Member Fennimore to a full member. The Board thanked Member King for all his years of service and agreed to his request.

**MOTION:** Chairperson Fournier

***To move Member King to an Alternate Member***

**SECOND:** Member Finnimore

**CRAIG FOURNIER – YES**

**PAUL KING –YES**

**ADAM MOCK – YES**

**THERESA FINNEMORE – YES**

**The motion passed 4 to 0.**

**MOTION:** Chairperson Fournier

***To move Alternate Member Finnemore to a Full Member***

**SECOND:** Member King

**CRAIG FOURNIER – YES**

**PAUL KING –YES**

**ADAM MOCK – YES**

**THERESA FINNEMORE – YES**

**The motion passed 4 to 0.**

1 Chairperson Fournier stated that he would also like to go over the driveway regulations and zoning  
2 amendments at the next meeting. He asked that they all be prepared to discuss the topic at the next  
3 meeting.

4  
5 **MOTION:** Chairperson Fournier

6 ***To adjourn the meeting at 8:36pm***

7 **SECOND:** Member King

8 **CRAIG FOURNIER – YES**

9 **PAUL KING –YES**

10 **ADAM MOCK – YES**

11 **THERESA FINNEMORE – YES**

12 **The motion passed 4 to 0.**

13  
14  
15 Respectfully,

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19 \_\_\_\_\_  
20 *Minutes taken by Russell Tatro*  
21