

**TOWN OF WEBSTER**  
**PLANNING BOARD**  
**MEETING MINUTES THURSDAY OCTOBER 19, 2023**

1 The Planning Board held a meeting on Thursday, October 19, 2023. The meeting was held at the Town  
2 Hall in the Grange Hall; 945 Battle Street, Webster, NH 03303.

3  
4 **Planning Board Members present:** Chairperson Craig Fournier, Marlo Herrick, Adam Mock, and  
5 Theresa Finnemore.

6  
7 **Also, present:** Select Board Chairperson David Hemenway, Benjamin DeBello, Loralie & Paul Durkee.

8  
9 Chairperson Fournier opened the meeting at 6:30pm by taking attendance, and Alternate Member King  
10 was not in attendance. Chairperson Fournier then moved to the first item on the agenda, the DeBello  
11 driveway.

12  
13 Benjamin DeBello thanked the Board for speaking with him again on his ongoing issues with getting a  
14 Driveway Permit from the State of New Hampshire Department of Transportation. He informed the  
15 Board that after the last meeting he had hired a different Engineer firm to work on a new application for a  
16 driveway permit on his lot. NHDOT had responded about 4 to 5 weeks ago and they had denied his  
17 permit again. NHDOT had denied his permit because there were too many driveways at 298 Battle Street.  
18 They mentioned the driveway cut that had been removed in front of the barn, a old gap in a rock wall, and  
19 the current northern section of the driveway at 298 Battle street. NHDOT had given his a decision stating  
20 that the u driveway at 298 Battle Street would need to be closed and moved closer to his current driveway  
21 in order for him to get a permit. Due to his ongoing difficulty he decided to ask his neighbors if they  
22 could work out an agreement for a shared driveway and they had been willing.

23  
24 Paul Durkee, the owner of 298 Battle Street, added that he didn't understand why he would have to close  
25 his driveways for Mr. DeBello to get his driveway permit if the driveway if his driveway was  
26 grandfathered. Select Board Chairperson David Hemenway responded that the State didn't use the current  
27 lots of record but rather as the lots were in 1979 to determine where driveway permits could be placed on  
28 a State road. The Town had gone through this earlier in the year when getting a permit for a second  
29 driveway at the Safety Building. Member Mock pointed out that the State couldn't force them to close  
30 their driveway if it was grandfathered.

31  
32 Coordinator Tatro informed the Board that he had reached out to the State Engineer for NHDOT District  
33 5 and asked why they had decided to deny the application. They had responded with an e-mail that gave  
34 the following reasons for the driveway being denied: the proposed location didn't have the required 400ft  
35 site distance, the northern leg of the Horseshoe driveway at 298 Battle Street is not permitted, and all the  
36 conditions of the last permit were not met. Mr. DeBello responded by stating that this was not what the  
37 State Engineer had told him. Chairperson Fournier felt that it would be a good idea to have a meeting with  
38 all parties so that they could all get on the same page and the Board agreed. Coordinator Tatro stated that  
39 he would try to set up a meeting with the State.

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

42  
43 Coordinator Tatro informed the Board that Fire Chief Bean could not be at the meeting this evening, but  
44 he did provide him with a list of the department's requests for this year's CIP. The first request was to  
45 replace the Town's current 1997 ambulance with a newer used ambulance from Hopkinton for  
46 \$50,000.00. Chairperson Fournier asked if the Town had the volunteers to man the ambulance. Member  
47 Wolinski responded that the Department had five licensed EMT's. Chairperson Fournier asked how many  
48 calls the ambulance responded to. Member Wolinski responded that 80% of the departments yearly call

1 were medical related. He added that he had always been in favor of replacing the ambulance because the  
2 department needed something to respond to the medical calls.

3  
4 Coordinator Tatro informed the Board that the Department next request was related to getting the  
5 replacements for the next two fire engines into the CIP. Engine 3 was expected to need to be replaced in  
6 2029 and would cost approximately \$800,000.00. Engine 2 was next, and it would need to be replaced in  
7 2039 and would cost approximately \$1,000,000.00. The Department also needed a new forestry truck, and  
8 this was expected to cost about \$150,000.00 once fully equipped. The Board then debated at length how  
9 to get the funding needed to replace the vehicles. The Board decided to up the amount in the emergency  
10 apparatus trust fund from \$80,000 to \$112,000.000 per year.

11  
12 **MOTION:** Member Youngs

13 *To raise the recommended amount in the Emergency Apparatus Trust Fund from \$80,000 to*  
14 *\$112,000.00 per year.*

15 **SECOND:** Chairperson Fournier

16 **CRAIG FOURNIER – YES**

17 **MARLO HERRICK – NO**

18 **ADAM MOCK – NO**

19 **THERESA FINNEMORE – YES**

20 **BARBRA CORLISS – YES**

21 **ROBERT WOLINSKI – YES**

22 **The motion passed 4 to 2.**

23  
24 Coordinator Tatro then informed the Board that they needed to recommend a few dates for the Joint  
25 meeting with the Hopkinton CIP committee to discuss the Transfer Station. The Board recommended  
26 November 9<sup>th</sup> and November 16<sup>th</sup>. Coordinator Tatro would set up the meeting and get back to the Board  
27 with the chosen date.

28  
29 Chairperson Fournier moved to the next item on the agenda, Future Zoning and Driveway Regulation  
30 amendments.

31  
32 Chairperson Fournier began the discussion by going to the changes that had been discussed at the  
33 previous meeting regarding the driveway regulations. The Board discussed the language of the regulation  
34 and when a state permit should be required in the driveway permit process. The Board eventually settled  
35 on appropriate language.

36  
37 **MOTION:** Member Youngs

38 *To accept the proposed amendment to the Driveway Regulations Section IV, B, 2a to be “In the case of*  
39 *a driveway intersecting a state road, a State driveway permit shall be a requirement for a Webster*  
40 *driveway permit.”*

41 **SECOND:** Member Herrick

42 **CRAIG FOURNIER – YES**

43 **MARLO HERICK – YES**

44 **ADAM MOCK – YES**

45 **THERESA FINNEMORE – YES**

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

47  
48 Chairperson Fournier then moved to the next proposed change to the Town’s Zoning Ordinance to reduce  
49 the acreage requirement from 5 acres to 3 acres. The Board reviewed the language and made changes to  
50 account for the “qualified lots” amendment. The Board settled on the language and Coordinator Tatro  
51 would send it to the Central New Hampshire Planning Commission to be reviewed.

1  
2 **MOTION:** Chairperson Fournier

3 *To accept the proposed amendment to the Zoning Ordinance Article IV Lot and Yard Requirements 1a*  
4 *“All lots in the Residential/Agricultural District Shall be at least three (3) acres in size, provided*  
5 *however that lots of record within this District as of March 13, 2007 that (a) are in size equal to or*  
6 *greater than four (4) acres but less than ten (10) acres and (b) satisfy all other requirements of this*  
7 *Ordinance, the Town’s Subdivision Regulations, and all other Town ordinances and regulations*  
8 *(hereinafter “Qualifying Lots”) shall be permitted to be subdivided once into a total of two lots each of*  
9 *a minimum size of two (2) acres.*

10 **SECOND:** Member Youngs

11 **CRAIG FOURNIER – YES**

12 **MARLO HERICK –YES**

13 **ADAM MOCK – YES**

14 **THERESA FINNEMORE – YES**

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

16  
17 Chairperson Fournier moved to the next Zoning Amendment reducing the frontage requirement from  
18 250ft to 200ft.

19  
20 **MOTION:** Chairperson Fournier

21 *To accept the proposed amendment to the Zoning Ordinance Article IV Lot and Yard Requirements 2*  
22 *“Each lot shall have a minimum of 200 foot frontage on the road or highway that serves it.”*

23 **SECOND:** Member Mock

24 **CRAIG FOURNIER – YES**

25 **MARLO HERICK –YES**

26 **ADAM MOCK – YES**

27 **THERESA FINNEMORE – YES**

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

29  
30 Coordinator Tatro reminded the Board of the housekeeping amendment that would allow him to correct  
31 page numbers when they were off.

32  
33 **MOTION:** Chairperson Fournier

34 *To accept the language of the proposed warrant article “The Planning Board has the authority to*  
35 *assign such section numbers to the Zoning Ordinance as it may deem appropriate provided that no*  
36 *substantive change to the ordinance shall occur as a result of this renumbering.”*

37 **SECOND:** Member Mock

38 **CRAIG FOURNIER – YES**

39 **MARLO HERICK –YES**

40 **ADAM MOCK – YES**

41 **THERESA FINNEMORE – YES**

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

43  
44 Chairperson Fournier stated that he also wanted to propose a warrant article to give 100% of the Timber  
45 Tax revenue to the conservation commission. Coordinator Tatro reminded the Board that the Planning  
46 Board was only allowed to submit warrant articles related to the Zoning Ordinance. However, the Board  
47 could suggest the Board place it on the warrant or get a petition of 25 registered voters.

48  
49 Chairperson Fournier moved to the next item on the agenda, Cell Tower on Pearson Hill.

Coordinator Tatro informed the Board that he received correspondence from EBI Consulting regarding their plans to perform work on a cell Tower on Pearson Hill Road. Administrator Hadley had called them and asked what the work was, and he had been informed that they were adding Verizon to the Tower.

Chairperson Fournier then moved to the next item on the agenda, public comment.

Coordinator Tatro informed the Board that they never approved the minutes from May 18, 2023.

**MOTION:** Member Herrick

*To approve the minutes from 5/18/23 as written.*

**SECOND:** Chairperson Fournier

**CRAIG FOURNIER – YES**

**MARLO HERICK –YES**

**ADAM MOCK – YES**

**THERESA FINNEMORE – YES**

**The motion passed 4 to 0.**

**MOTION:** Chairperson Fournier

*To approve the minutes from 9/21/23 as written.*

**SECOND:** Member Mock

**CRAIG FOURNIER – YES**

**MARLO HERICK –YES**

**ADAM MOCK – YES**

**THERESA FINNEMORE – YES**

**The motion passed 4 to 0.**

Member Herrick informed the Board that she wanted to discuss the Town's driveway regulations further. Her concern was that she felt that the current grade limitation at 5% was too restrictive and she wanted to move the Town to 10% to bring the Town's regulations more in line with surrounding communities. Chairperson Fournier responded that the primary reason the restriction was in place was to ensure that emergency apparatus could get up driveways safely. Member Herrick pointed out that Sutton's grade requirement is 15% and Warners is 10% and she felt that the current requirements put an undue burden on applicants. The Board discussed the topic briefly and agreed to discuss the topic further at a future meeting.

**MOTION:** Chairperson Fournier

*To adjourn the meeting at 8:48pm*

**SECOND:** Member King

**CRAIG FOURNIER – YES**

**PAUL KING –YES**

**ADAM MOCK – YES**

**THERESA FINNEMORE – YES**

**The motion passed 4 to 0.**

Respectfully,

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*Minutes taken by Russell Tatro*