

**TOWN OF WEBSTER  
PLANNING BOARD  
MEETING MINUTES APRIL 18, 2019**

At **6:30 pm** Chairperson Rauth convened the regularly scheduled meeting of the Planning Board and took attendance. Members present were Nanci Schofield, ex-officio Select Board member (arrived after meeting was convened), Paul King, Craig Fournier, and alternate member Kathy Bacon. Chairperson Rauth appointed Ms. Bacon as a voting member due to the absence of Lynmarie Lehmann.

No members of the public were present.

The first order of business was the review of a Notice of Voluntary Merger from Stephen Harris, property owner of lots 10-6-52 and 10-6-53 in the Pillsbury Lake District. After a brief discussion, Member Fournier made a motion to approve the Notice of Voluntary Merger for Stephen Harris; seconded by Acting Member Bacon and approved unanimously.

At this time Chairperson Rauth addressed an order of business not listed on the agenda as the request was received after the agenda had been posted. She was in receipt of a request from Peter and Julie Smith owners of 9 Dustin Road, to pay the new home construction Impact Fee in installments rather than one lump sum prior to occupancy. Chairperson Rauth explained to the Board that the Impact Fee is under the purview of the Planning Board and per the Zoning Ordinance, the Planning Board may allow payment of the fee in installments. After a lengthy discussion, Member King made a motion to approve the Smiths' request on the condition that they either pay the fee in one lump sum or over a 12 month period in equal installments; seconded by Selectwoman Schofield and approved unanimously. A brief discussion followed regarding looking at other towns' impact fees compared to Webster. Selectwoman Schofield volunteered to do that research with Selectwoman Acebron Peco.

The next order of business was review of the draft minutes from March 21, 2019. Member Fournier made a motion to approve the March 21, 2019 minutes as written; seconded by Member King and approved unanimously.

Chairperson Rauth updated the Board regarding the March 21<sup>st</sup> discussion about contracting with CNHRPC to help with the Subdivision Regulations and other things that might arise over the course of the year. She stated she had reviewed past expenditures for particular projects. She added that the Board did not seem convinced that the circuit rider contract wasn't something it wanted to do at this time. Her interpretation was to contact CNHRPC for them to give the Planning Board a cost to get the Subdivision Regulations complete and working on the forms and the applications. She stated the Planning Board might have Matt Monahan look over the Subdivision Regulations in case something was missed regarding new state land use regulations. CNHRPC did suggest that if the Board was uncomfortable with the open ended agreement of the circuit rider contract, they could do what some towns do which would be having a work order for each task. Chairperson Rauth stated she would get that number to the Board as soon as she gets it from CNHRPC. She added that she felt if the Board was going to tackle another zoning ordinance this year in addition to the wetlands/surface water quality ordinance, that they might need some help if they were going to do cluster housing. She believed they had agreed that they were going to table that for now and just focus on one thing. She felt it would be overwhelming to try to do both. She stated there will be other changes that will have to be made to the zoning regulations and definitions. She stated one thing they should change would be to remove the Growth Management ordinance that had expired as of March 31, 2010.

At this time Selectwoman Schofield brought up the topic of not allowing building on private roads, class VI roads and paper roads due to the damage that could be done to emergency vehicles and damage to the roads by the emergency vehicles. Town Counsel has advised the Town to develop an ordinance regarding this topic. Unless the roads can be brought up to Class V standards then no building should be allowed. In those cases, appeals would go directly to the Zoning Board of Adjustment. Chairperson Rauth added that the development of a Road Acceptance Policy would tie right into that. A brief discussion ensued. Chairperson Rauth suggested the Board members read RSA 674:41 Erection of Buildings on Streets; Appeals. A brief discussion ensued.

The next order of business was the Subdivision Regulations update. After a brief discussion, the Board decided to hold a work session on Tuesday, April 30, 2019 from 3:00 pm to 5:00 pm in the Select Board conference room at Town Hall.

At 7:38 pm, Selectwoman Schofield moved to enter into Non-Public Session under RSA 91-A:3, II(d) to discuss the “consideration of the acquisition, sale, or lease of real or personal property...” Member Fournier seconded the motion. Roll call was taken: Acting Member Bacon – yes, Member King – yes, Chairperson Rauth – yes, Member Fournier – yes, Selectwoman Schofield – yes.

At 8:06 pm, Selectwoman Schofield made a motion to seal the Non-Public minutes. Chairwoman Rauth seconded the motion. All in favor, the motion was approved.

At this time Chairperson Rauth turned the meeting over to Member Fournier for him to update the Board regarding his attendance at the monthly meeting of the Central New Hampshire Regional Planning Commission regarding NH DOT projects. He stated that revenues from the gas tax peaked in 2013 and have been going down every year since because people are driving energy efficient vehicles and they are not driving as much. He stated that trend is going to continue. He said there were two options the state was considering: 1) constructing a toll booth on the Mass./NH border at exit 1 on 93 or 2) increase the toll fees. Member Fournier then discussed the appropriations for the repair of bridges over the next two years, which does not include annual inflation rates. He stated the state highway fund is structurally insolvent; basically that would involve the legislature to come up with more money. Moving on, Member Fournier referred to a handout titled Transportation Improvement, which showed that there will be money for the Clothespin Bridge project. He added that the paving project involving route 127/Battle Street to the Salisbury town line is on the list of projects but not considered high priority. Member Fournier stated the projects are ranked according to how bad the road is, what the usage is, how bad the need is, etc. Chairperson Rauth thanked Member Fournier for attending.

The next order of business was an update on the Webster Conservation Commission work session about the proposed wetlands ordinance. Chairperson Rauth stated the Commission and the Board had a lengthy discussion about things. She stated the WCC selected the towns of Auburn and New Durham to look at their respective ordinances. Chairperson Rauth stated the WCC had sent those zoning ordinances to her earlier in the day. She will look at them and send out just the specific chapters regarding wetlands to the Board members. Chairperson Rauth stated the Planning Board recommended to the WCC to have public information and awareness campaign to try to bring this forward. Chairperson Rauth stated the purpose of the ordinance would be to prevent water pollution; not to repair anything that has happened because the commission and the board would not even have the ability to do that. Acting Member Bacon stated that was the reason why she wanted to call it the *Water Quality Ordinance* rather than *Wetlands Ordinance*. Chairperson Rauth researched the timeframe for preparing a zoning ordinance amendment for the March town meeting. She stated that the intention to submit legislation has to be filed with the Planning Board between mid-November to mid-December. Chairperson Rauth asked if any members had anything else to add. Acting Member Bacon stated the Board could look at the Town of Auburn’s ordinances but the expectation was the WCC was going to start this and the Planning Board was not going to be taking the lead in developing this. She stated the Board can look at the ordinance but the WCC needs to start the process. Member Fournier stated that was his understanding also. Chairperson Rauth stated that any input the Planning Board has, the WCC will gladly take it. She asked the Board if they felt it would be worthwhile to take a look at the two ordinances to get a better sense if the Planning Board would have any input they would like to share. Chairperson Rauth agreed that the WCC needs to take the lead on writing it. Member Fournier stated he would like to take a look at the relevant sections of the two towns’ ordinances. After a brief discussion, Chairperson Rauth stated this should be put on the Planning Board agenda for next month. Selectwoman Schofield stated the WCC said it would take a few months to get this together so the WCC was looking at getting back to Planning Board perhaps in July. Chairperson Rauth will contact them because if the Planning Board has something to bring to them they should do it before July. She stated the Planning Board’s part is to figure out how to fit the new ordinance into the Zoning Ordinance and if there are any other things that will need to be changed if the legislation is passed. A brief discussed ensued. This will also be on the agenda for May.

At this time Chairperson Rauth stated she would send out the sample Road Acceptance Policy to the members in order to discuss at the May 16<sup>th</sup> meeting.

At 8:24 pm Member Fournier made a motion to adjourn; seconded by Acting Member Bacon and approved unanimously.

These minutes were approved as written at the Planning Board meeting of May 16, 2019.

Respectfully,

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Susan Rauth, Chairperson