

1 **Approved: _____ Approved with changes: 3/7/2024 Minutes are draft until approved**

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3 Town of Effingham Planning Board
4 Meeting Minutes
5 February 15, 2024
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7 **Members Present:** George Bull (Chair), Elaine Chick, Grace Fuller, Gary Jewell, Paul Potter, Linda
8 Edwards (seated for Nate Williams), Chris Seamans (Selectmen’s representative)

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10 **Members Absent:** Bridget Perry, Mike Cahalane, Nate Williams

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12 **Meeting Minutes Taken By:** Joanna Bull

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14 Chair George Bull called the meeting to order at 6:34pm.

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16 1. Hertel Subdivision and Steep Slopes Applications

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18 Chair Bull shared that Jeff Hertel forwarded an email from the Registry of Deeds informing that they will
19 not record the steep slopes plat. They do not do that anymore.

20
21 To address this, the Board discussed that the applicant shall:

- 22 a) add the following sentence to the current disclaimer on the subdivision plat, “The steep slopes
23 application and plat is on file at the Effingham Municipal building.”
- 24 b) refer in the deed to the book and page from the Registry of Deeds for the subdivision plat dated
25 11/29/2023, with the most current revision date; and indicate in the deed that the steep slopes
26 application and plat is on file at the Effingham Municipal building.

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28 Notice of decisions for steep slopes and subdivision will be redrafted accordingly.

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30 2. Updates from Chair Bull’s recent discussion with Rebecca Boyden, ZEO

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32 a.) NHDES Wetlands Notifications: Chair Bull and Rebecca Boyden discussed that if the Planning
33 Board gets wetlands notifications from the State, it is up to Planning Board to notify the ZEO.
34 The ZEO does not get the wetland notifications, only the Planning Board and Conservation
35 Commission do. Chair Bull will forward Rebecca the last wetlands notification the Board
36 received.
- 37
38 b.) ADUs: Rebecca and Planning Board share the consensus that Rebecca is doing ADUs. She is
39 already doing them, and the Board is fine with that.
- 40
41 c.) Job Description: Rebecca offered to reach out to someone in Tamworth who has a job
42 description for the Planning Board position which we could reference.

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44 Chris Seamans advised that there was a work session on the job posting, and that the Selectmen have a
45 draft that he will forward to the Chair for review.
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47 Meanwhile Joanna Bull will reach out to Theresa to update the current “Zoning Board and Planning
48 Board meeting taker” posting on the website to focus the posting just on the Planning Board, and to
49 reflect \$15 or higher depending on experience.
50

51 3. Lot Line Merger
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53 Elaine Chick advised the Board there was a recent Lot Line Merger permit of 2 lots which never came to
54 the Planning Board. RSA clearly states that lot line mergers should come to the Planning Board, as there
55 are conditions where lots are not allowed to be merged. Chris Seamans will follow-up with Dave Hynes,
56 assessing clerk and ZEO field assistant, to let him know that lot line mergers, with the \$50 permit fee,
57 must come before the Board. Chris will also follow up with Dave Hynes on the subdivision application
58 process, as these also need to come before the Planning Board.
59

60 4. Appeal of Decision
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62 Chair Bull shared that he was notified by Attorney Chris Boldt that he accepted the filing for the appeal
63 of the Planning Board decision to Superior Court. Attorney Boldt has asked the Board to provide the
64 necessary documentation, which his office will then put in a format acceptable to Superior Court in
65 Hillsborough. The deadline that the County needs this is March 10th. Chair Bull will be reaching out to
66 Elaine, Nate Fogg and Theresa to help consolidate this information for Attorney Boldt. If the Board feels
67 an extension is needed, Attorney Boldt needs to be notified by February 22nd.
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69 Chair Bull was advised by Chris Boldt that he will not be attending the February 21st ZBA meeting as
70 there is no public comment permitted.
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72 5. Subdivision Application
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74 Board received a subdivision application for 88 Stevens Rd., Map 417, Lot 84. Hearing will be posted for
75 Thursday, March 7th, no earlier than 6:30pm at the Municipal Building.
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78 Elaine Chick motioned to adjourn. Grace Fuller seconded. All in favor. Hearing ended at 8:07pm.
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