

Town of Randolph

Planning Board Minutes

November 2, 2023

Members Present: June Hammond Rowan, Robert Ross, Tim Mather, John Turner, Kevin Rousseau, and William Demers

Members Excused: None

Public Present: Mark Kelley, Richard Umiker, Gary Newfield, Burke York, John Gilson, Sharon Penney, Tara Bamford (via phone), Shelli Fortin, Minutes Taker, and others

1. Call to Order

June Hammond Rowan called the meeting to order at 7:00 pm.

2. Roll Call

3. Review of Minutes

On a motion by Robert Ross, seconded by Kevin Rousseau, the Board voted unanimously to accept the minutes of the October 5, 2023, meeting as presented.

4. Communications to the Board

The Board received a copy of a letter in reference to a driveway permit application to NHDOT for the 4-lot subdivision at Route 2 and Valley Road. There is still more work that the property owner needs to do.

June Hammond Rowan advised that two letters were received in reference to the lot line adjustment, which will be read when that is discussed.

5. Report of Officers and Committees

a. Selectboard

There was no report from the Selectboard.

b. Randolph Forest Commission

Tim Mather advised that the Forest Commission is working on the budget. They are also planning a logging project this winter on Deerfly.

6. Public Hearing on Master Plan

June Hammond Rowan advised that the current Master Plan was adopted in 2016, and reviewed the timeline of work on the Master Plan since 2018. A public hearing was held in August of 2019 on the proposed revisions, but it was never adopted. The current revisions include census data from 2020, and additional steep slopes and wetlands protection. The Board has held discussions about utilities and solar panels. A Master Plan is required in case they need to make revisions to the Land Use Ordinance or other regulations.

June Hammond Rowan opened the public hearing at 7:08 pm.

There were no public comments.

June Hammond Rowan closed the public hearing at 7:08 pm.

7. Applications

- a. Lot Line Adjustment between Map R11- Lot 003 (off High Acres Road), owned by the Brown Randolph NH Real Estate Revocable Trust, to Map R11- Lot 13, owned by the Town of Randolph

- i. Consider Completeness and Acceptance of Application

A copy of the Mylar was provided for the Board to review. The lot line will be shifted, and will leave 17.52 acres with the Brown's home, and will give 52.83 acres to the Town of Randolph. John Gilson asked about a line on the map, and was advised that the line shows the area of Detail "A". The Town of Randolph has an existing conservation easement adjacent to Carleton Brook, which has been added to the plan. The home parcel has an access easement for the driveway. Burke York advised that instead of 2 foot intervals, they are showing 5 foot intervals on the map, and instead of 1:100 scale, it is 1:200.

On a motion by John Turner, seconded by Tim Mather, the Board voted unanimously to accept the lot line adjustment for the Brown Randolph NH Real Estate Revocable Trust to the Town of Randolph as complete.

- ii. Public Hearing

June Hammond Rowan opened the public hearing at 7:18 pm for the lot line adjustment.

June Hammond Rowan read two letters from abutters, one from Christopher Cross and one from John Mudge, Trustee of the Joan Horton Trust, into the record. Both letters expressed support for the lot line adjustment.

Burke York advised that all corners have been flagged and marked. There is one pipe missing that will be reset, and a temporary spike has been set.

Sharon Penney requested to be copied on any abutter notices, as they go to another family member, but stated she thinks this lot line adjustment is great.

John Gilson also supported the lot line adjustment.

Richard Umiker stated it was a wonderful opportunity.

There were no other public comments.

June Hammond Rowan closed the public hearing at 7:23 pm.

iii. Planning Board Review

The Board agreed to the following findings of fact:

1. Application is for a lot line adjustment of 52.83+/- acres from R11 Lot 3 (off High Acres Road), owned by the Brown Randolph NH Real Estate Revocable Trust, to R11 Lot 13 owned by the Town of Randolph.
2. Remaining acreage of R11 Lot 3 is 17.52+/- acres with a house and driveway.
3. Area to be conveyed to the Town has no road frontage. It is being offered to the Town of Randolph for conservation purposes.
4. Town's lot was donated by the Barry family, is undeveloped and will become 155.14+/- acres. The lot has frontage on Durand Rd.
5. The Planning Board reviewed application and found it to be complete. The application fee was paid.
6. As required by the Subdivision Regulations, Section 5.03.A.5, there is a note on the plan stating the area to conveyed is not a separate lot.
7. Existing easements are noted on the plan.
8. Abutters were notified and, although not required, a public hearing was held. All comments were in favor of the lot line adjustment.
9. Town of Randolph's Conservation Commission needs to accept the land being added to R11 Lot 13. Approval of the Lot Line Adjustment by the Planning Board is conditional and not final until this happens.

On a motion by Robert Ross, seconded by Kevin Rousseau, the Board approved the lot line adjustment between Map R11-Lot 003 owned by the Brown Randolph NH Real Estate Revocable Trust, to Map R11-Lot 13, owned by the Town of Randolph, conditional on approval by the Conservation Commission.

The Board members signed copies of the plans and Mylar.

8. Public Comments

Sharon Penney shared concerns about an electrified horse fence that is encroaching on her property and is in violation of the setback requirements. June Hammond Rowan advised that the Selectboard is in charge of enforcing the Land Use Ordinances and this should be brought to their attention.

9. Unfinished Business

10. Other Business

a. Master Plan Revisions

On a motion by Kevin Rousseau, seconded by Robert Ross, the Board voted unanimously to approve the revisions for the 2023 Master Plan.

June Hammond Rowan will speak with Tara Bamford about finalizing the new copy of the Master Plan.

b. Land Use Ordinance – Potential Amendments for 2024

June Hammond Rowan advised there are no amendments planned at this time.

c. 2024 Budget and Town Report

June Hammond Rowan advised they will discuss the Planning Board budget, along with the Forest Commission budget, at the December meeting. The Planning Board report for the Town Report can be done later in January.

d. Other Business

June Hammond Rowan advised that she spoke with Michelle Cormier concerning the way fees are collected for applications, and suggested that a flat fee be charged for abutter notices and the newspaper advertisement, so that fees could all be collected with the application fee up front. This will be brought to the Selectboard for consideration.

The Board discussed the proposed tower for the emergency services repeater. The original plan called for it to be installed on or in a building on the Farrar Farm property, however they are now proposing an 80 foot tower, which would be taller than the 70 feet allowed. Mark Kelley will attend the next meeting, and has sent an email to Phil Cloutier concerning this. It was suggested that the repeater may be able to be added to the tower behind the Water Wheel instead of erecting another tower. The repeater will also need power and internet connection. Tim Mather noted that this may not be the vision of what should be

on Forest property, and June Hammond Rowan noted that it will be up to the Forest Commission to decide if it fits into their management plan.

11. Adjournment

On a motion by Robert Ross, seconded by John Turner, the Board voted to adjourn the meeting at 7:50 pm.

Respectfully submitted,

Shelli Fortin
November 3, 2023