



Town of Gilmanton, New Hampshire  
**Gilmanton Planning Board**  
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Michael Jean, Chair  
Gary Anderson, Vice Chair  
Gabriel Jerome, Member  
Roy Buttrick, Member  
R.J. Ilg, Member  
Shane Bruneau, Member  
Marshall Bishop, Selectmen Rep  
Michael Wilson, Alt. Selectmen Rep  
Mark Fougere, Certified Planner  
Bre Daigneault Planning Admin

## Minutes of November 8, 2018

APPROVED

### Roll Call

Selectmen Representative Marshall Bishop called the meeting to order at 7:00 p.m. Members Roy Buttrick and Gabriel Jerome, Certified Planner Mark Fougere, and Planning Administrator Bre Daigneault were present at this meeting. Member Shane Bruneau arrived at 7:07pm. Eight members of the public were present.

### Minutes-

Sufficient quorum was not present to accept minutes.

### NEW BUSINESS

**PB Case# SDMIN2018-503:** Selectmen Rep. Marshall Bishop opened the case. Property owners Paul & Marlene Osborne have applied for a Minor Subdivision to their property located at 53 Seibel Road, Tax Map 414 & Lot 9. The property currently consists of 36.92 acres in the Rural zone. The proposal will divide a 5.22 acres lot, reducing the original lot to 31.70 acres. The property owners are represented by Jeffrey L. Green Land Surveying Services. Mr. Green presented the plan showing the proposed boundary line of the new lot, with a little over 200 feet of frontage. They would receive an easement to share an existing driveway on abutting property to a point where the driveway would split to the new dwelling. Underground conduit would continue to the dwelling from an existing utility pole on Seibel Road. Selectmen Rep. Marshall Bishop asked the property owners if they had any concerns with the proposal. They did not. He then opened the floor to the public for comments or concerns. Abutting property owners, who were present, did not have comments. Member Roy Buttrick inquired as to the utility right of way. Mr. Green said he could add the utility easement to the subdivision plan. Planner Mark Fougere suggested to accept the application. Member Shane Bruneau made the motion to accept the application. Seconded by Member Roy Buttrick. **Motion passed 4-0**

Planner Mark Fougere added stipulations to approve the application:

1. Adding the 30,000 square foot building area, as required by subdivision regulations
2. All pins/bounds are set prior to recording
3. Submit test pit data
4. Show easements on plan. Record easement for access/maintenance.

Selectmen Rep. Marshall Bishop made the motion to accept the subdivision plan with the recommended stipulations. Seconded by Member Shane Bruneau. **Motion Passed 4-0**

## CORRESPONDENCE

Planning Administrator Bre Daigneault relayed correspondence from the Lakes Region Planning Commission. The NHDOT is soliciting highway projects for the next Ten Year Transportation Plan starting in 2021. They have slightly more than \$5,000,000 to contribute to the Lakes Region area to improve road safety. Admin. Bre Daigneault suggested an application for the Route 140 and Route 107 intersection. Planner Mark Fougere stated this intersection was the number one topic by residents from the survey in the Master Plan. He suggests talking with the Planning Commission to start submitting paperwork.

## OTHER BUSINESS

**Review request to access land via a Class VI road-** Admin. Bre Daigneault announced Kevin Fadden of ITW (Industrial Tower and Wireless, LLC) was there to get a recommendation from the Planning Board to give to the Board of Selectmen for the use of a Class VI, road known as Howard Rd, to access a potential wireless tower site located on land of Paul and Marlene Osborne (Map 414, Lot 9). Mr. Fadden stated ITW is requesting a recommendation to the Selectmen to improve a portion of Howard Rd and he turned the presentation over to ITW engineer Rick Voci to go into more detail. Mr. Voci presented the current conditions of the road, showing the place where Howard Road ends as a Class V road and turns into the gravel, Class VI road. The intent is to upgrade the road from 8' wide to 12' wide. Planner Mark Fougere inquired if there is a profile or cross-section plan. He suggested a cross section plan, drainage ditch lines, and type and amount of gravel brought in. He would also suggest having the project be bonded for security to protect the Town. Mr. Voci stated they would not be upgrading the road to a Class V. They would be maintaining that section for their access only and suggest they could add a gate at the beginning. Planner Mark Fougere wants to make sure there is no Town funding being used to upgrade the, which would automatically convert this to a Class V road. Mr. Voci would provide further plan details for approval once they get approval to use the road for access. Member Shane Bruneau inquired if there would be any water crossings or culverts. There are not. Member Roy Buttrick asked if winter access would be needed. Mr. Voci stated they have snowcats for access and would plow if needed. Selectmen Rep. Marshall Bishop requested ITW contact the Town highway department to discuss road updates. Planner Mark Fougere would like it on record that no public monies would be spent on this road upgrade. Selectmen Rep. Marshal Bishop made the motion to offer the following comments to the Board of Selectmen:

1. Applicant shows road profile noting type and amounts of materials being used
2. How drainage will be addressed
3. Applicant receives input from the Road Agent
4. Applicant obtains a bond for the work to conduct work within a Town right of way

Seconded by Member Shane Bruneau. **Motion passed 4-0**

Admin. Bre Daigneault will compose a Memo to provide to the Selectmen.

**Master Plan Discussion**

The Master Plan is ready to go and will be on the agenda for adoption on December 13, 2018. Admin. Bre Daigneault will need to post a public hearing for the adoption on the website and in the newspaper.

**Discussion**

Planner Mark Fougere reviewed the change in Zoning Ordinances to allow detached accessory dwelling units (ADU). A portion of the Ordinance change, drafted two years ago, was omitted from the warrant ballot causing the current ordinances to be conflicting. Member Roy Buttrick requested to know the steps taken that may have caused this mis-step and what can be done in the future to prevent this. Admin. Bre Daigneault will get clarification on the steps and have ready for the next meeting. Member Roy Buttrick would like clarification to defining if the size is for the footprint of the building or the living space. Member Shane Bruneau agrees clarification should be added to the Ordinance. Planner Mark Fougere will clarify the language and can speak with the Building Inspector to get his input.

**Adjournment**

Selectmen Rep. Marshall Bishop made the motion to adjourn. Member Shane Bruneau seconded. *Motion passed 4-0.*

***Respectfully Submitted,  
Bre Daigneault, Planning Administrator***

**Authorized by**



***Chairman Michael Jean***

***Vice Chairman Gary Anderson***

**Date:**

12/19/18