

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on May 4, 2021

minutes approved on 5/18/2021

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, May 4, 2021 at 7:00 p.m.

In response to the COVID-19 Pandemic, the Planning Board also held a hybrid meeting pursuant to Governor Sununu's Emergency Order #12 related to public meetings. Via webex.

MEMBERS PRESENT: Michael Croteau - Chairman, Kate Stevens - Vice Chairman via Webex, James Boffetti, Ronn Stephens, Kimberly Queenan - Selectmen's Rep.

MEMBERS ABSENT: Joshua Smith, Curtis Sampson,

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant), Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC); Jay via Webex

CALL TO ORDER

Mr. Croteau called the meeting to order at 7:12 p.m. and led the Board in the Pledge of Allegiance. Roll call of members.

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Public Input: No Public input on non-agenda items.

AGENDA ITEMS:

1. An application to subdivide one lot into two. Tax Map 22 Lot 9, 514 Charles Bancroft Hwy. Owners Joanne Smith Giles 2002 Trust & Suzanne Smith Patenaude Joint Revocable Trust.

Jeff Green, surveyor, Mr. Patenaude, and Joanne Giles are present via webex.

Chairman Croteau checked with Joan and Jay for acceptance of application. Both reported plans are complete for acceptance and abutters have been notified.

James B. makes a MOTION to accept the plan for review. Kim Q. seconds the motion.

Motion passes 5-0-0

Jay's review comments of April 30 have been addressed and plan corrected accordingly. Mr. Green explained the subdivision will create a 1.5 acre lot with the

existing house at 514 Charles Bancroft Hwy. (Rte 3A) with 246 feet of frontage. The second lot is a commercial lot with 212.89 feet of frontage and 2.180 acres at 518 Charles Bancroft Hwy.. Each lot has their own drive entrance on Rte 3A, their own leach field and the correct setbacks. The 4,000 sq. ft. area was shown on each lot as a future septic reserve area.

The owners signatures will be added to the plan. The wetland area was noted to the north on the property.

NHDES subdivision approval has been submitted.

A waiver was requested for 530 m. erosion and sedimentation plan. Mr. Green explained the reason for the waiver, both lots have been developed and there are no changes proposed at this time.

Jay: the applicant has addressed all the concerns and the lots are fully conforming.

There was no public comment.

James B. made a **MOTION** to approve the waiver listed above. Ronn S. seconds the motion. Motion passes 5-0-0.

Ronn S. makes a **MOTION** to approve the subdivision on one lot into two tax map 22 lot 9 with the following conditions, James B. second the motion.

- Test pit data provided
- NHDES subdivision approval number provided
- Waiver listed on the plan
- Seals, signatures, fees paid

Motion passes 5-0-0.

Committee Reports

Board of Selectmen (BOS) voted on May 2 not to require masks in town hall. People can still choose to wear masks if they wish.

April 12 BOS voted to state August 7 annually will be Purple Heart Day. This is the oldest military award, created in 1782. Kim Q. thanked Selectman Robert Leary and other veterans for bringing this to the Board of Selectmen.

May 6 Conservation Meeting 7:00 pm

May 10 next BOS meeting 6:30 pm

June 16 NRPC details on their website

Lower Merrimack no schedule at this time

Capital Improvements quarterly in July

May 5 and 12 Hudson Planning Board

Approval of Minutes

Kim Q. requested an amendment to the 4/20 minutes to add "historic, conservation, agricultural

and community garden" to her comments on the proposal at the north end of town.

James B. made a **MOTION** to approve the April 20 minutes as amended, seconded by Ronn S.
Motion passes 5-0-0

Other Business

Kate S. questioned the parking at Mel's Spooky World since the former parking land has been sold. Jay M. said he is happy to reach out to Mel's to see if they are amending their site plan.

James B. made a MOTION to adjourn the meeting seconded by Ronn S.
Motion passes 5-0-0. Meeting adjourned at 7:44 pm.

Minutes transcribed by
J. McKibben