

**PLANNING BOARD PUBLIC MEETING  
TOWN OF LITCHFIELD**

**Held on AUGUST 16, 2022**

minutes approved on 9/6/2022

The Litchfield Planning Board held a meeting in the Town Hall Conference Room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, August 16, 2022 at 7:00 p.m.

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

**MEMBERS ABSENT:**

**ALSO PRESENT:** Joan McKibben (P.B. Administrator), Jay Minkarah (Executive Director Nashua Regional Planning Commission - NRPC), Jeff Blackwell, Litchfield Building/ Code Officer, Louis Caron, L.C. Engineering (Town Consulting Engineer)

**CALL TO ORDER**

Mr. Croteau called the meeting to order at 7:03 p.m. and led the Board in the Pledge of Allegiance. Roll call of members.

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

**AGENDA ITEMS:**

- 1. Litchfield Library Proposal for Pavilion at the Library Site 269 Charles Bancroft Hwy. Tax Map 12 Lot 22**
- 2. Lot Line Adjustment (Subdivision) R. Charbonneau and S. Miller Tax Map 18 Lot 56 and 68 at One Hale Way and 381 Charles Bancroft Hwy. Transferring 12.755 acres.**

**Litchfield Library:** Present are Vicki Varick (Librarian) and Donna Ferguson (Library Trustee Chair)

Presently the library trustees rent a 20'x30' tent for six weeks during the summer for outdoor programs. They have investigated building a permanent pavilion of the same size on a concrete slab with electricity running to it, placed on the library grounds. The plan would be to have the structure parallel to Old Stage Rd. They have a bid on price from about a year ago which needs to be updated.

The pavilion would be similar to the one currently at Darrah Pond Rec. Area. They have been working with Ben Wood, who built the Darrah structure. The new structure will not be attached to the current building. Kim Q. mentioned that runoff from the structure should be a consideration in the design.

The Board of Selectmen (BOS) have stated they can use impact fees towards the purchase.

The trustees will come back to the Planning Board when they have firm plans. Chairman Croteau mentioned that they will be welcomed back after the plan is created and thanked them for updating the Board.

### **Lot Line Adjustment Charbonneau/Miller Tax Map 18 Lots 56 and 68.**

Present are Richard Charbonneau, Seth Miller, Attorney Morgan Hollis, Gregg Jeffrey - Jeffrey Land Survey, LLC

Mr. Charbonneau (lot 56) is purchasing 12.775 acres from the Seth Miller parcel (lot 68).

Lot 56 currently is 25 acres and will become 37.7 acres. Lot 68 is currently 28.2 acres and will become 15.4 acres. There will be no new development on either parcel.

Waivers 120 and 150 from site plan regs. are not needed.

Waivers requested are:

- 510 (g) scale
- 520 (e) location of existing septic systems and wells
- 530 (e) topo/contours
- 530 (g) soil types
- 530 (d) area of wetlands (wetlands are shown but not flagged)

Attorney Hollis explained since no new development is planned the above waivers would be a hardship for the applicants to supply and is requesting the items be waived.

Mr. Miller stated his leach field is in the front of the house and he is currently using Pennichuck Water for water supply there is no well.

There is no regional impact on this subdivision. Abutter notice has been mailed 10 days prior to the application.

A **MOTION** to accept the application was made by James Boffetti and seconded by Kate Stevens. The motion passed 6-0-0.

Chairman called for public comment on the application, hearing none public comment closed.

A **MOTION** to approve the above waivers with corrected waiver numbers stated on the plan was made by Kate Stevens and seconded by James Boffetti. The motion passed 6-0-0.

A **MOTION** to approve the lot line application with plan copies, professional seals and signatures, original mylar with professional seals and signatures, all fees paid as required was made by James Boffetti and seconded by Sam Terrill. The motion passed 6-0-0.

### Committee Reports

8/22 Capital Improvement Committee (BOS canceled)

9/1 Conservation Commission 6:30 p.m. Town Hall

9/6 Planning Board 7:00 pm

9/21 NRPC quarterly commission meeting 7:00 p.m. 30 Temple St. Nashua

9/22 Budget Committee

LMRLAC (Lower Merrimack River Advisory Committee) to be announced

Kim Q. reported two applications have been submitted to the NHDOT 10 year plan through NRPC. One for extension of sidewalk on Pinecrest Rd. and another for improvements to the

Corning Rd./Route 3A intersection. Kim thanked the many people that helped to get these applications in on time.

Kim Q. also reported that the BOS have approved all five tasks to be completed by VHB engineering regarding Albuquerque Ave. that were submitted at the 8/2 Planning Board meeting. (NRPC is funding the project tasks).

It was brought to the attention of the Board that the Master Plan chapter for Natural Resources should be reviewed again due to the water issues in town regarding PFOS. Updating the Community Facilities chapter also needs to be finished.

Approval of 8/2/2022 minutes tabled to the next meeting.

A **MOTION** to adjourn was made by Kate Stevens and seconded by Kim Queenan.

The motion passed 6-0-0.

The meeting was adjourned at 7:41 p.m.

Minutes transcribed by

J. McKibben