

**Town of Jackson Planning Board**  
**Minutes – August 10, 2023 Regular Meeting**  
**- UNOFFICIAL UNTIL APPROVED**

**Call to Order:** Chairman Bill Terry called the meeting to order at 7:05 P.M. Chairman Terry conducted the roll call of all members. In attendance were Members Scott Badger, Sarah Kimball, David Campbell, Dick Bennett, and Kathleen Dougherty and Alternate Jerry Dougherty. Absent were Alternates James Wasco and Selectmen's Representative Frank DiFruscio. The public attendees were Kevin Bennett, Building Inspector, Nick and Caitlin Aceto, Stephen Frackleton, and Hank Benesh who recorded the meeting which will be made available on Jacksonflicks.com. Chairman Terry determined that all Members were voting members.

**Approval of Minutes:** Minutes from the meeting on July 10, 2023, were reviewed. Member Badger moved to approve the minutes and Member Kimball seconded. The motion was approved unanimously.

**Public Comment:** Kevin Bennett presented a plan to remove a structure on property that is on a Class VI road (208 Iron Mountain Road) and rebuild a new structure on the property. Kevin stated that RSA 674:41 requires the Planning Board to review the plans. There is no electricity or water on the property currently. Kevin said the plans for the new structure meet all building codes. The code does not allow for structures to be built on Class VI road without a waiver approved by the Planning Board and Board of Selectman. The Planning Board had no comments.

Kevin raised another question regarding the use of ADUs being used as short-term rentals. He questioned if there could be limits on an ADU so as to not be used as a short-term rental. Chairman Terry had researched this topic due to a recent application for an owner occupied property, and the State has no regulations restricting an ADU from being a short-term rental. We will look into further to see if any local restrictions are allowed.

**Mallett/Aceto Project Update:** Nick Aceto wanted to provide an update on the plans regarding the Michael Mallett project. Nick said that they discovered a discrepancy in the property lots between what is on file in the Town and Carroll County. They thought the property was a single lot of 30.4 acres, however property appears to be divided into four lots per the records in the County records. The plan called for subdividing a single lot into three lots. Nick discussed the option of submitting a boundary line adjustment and sub-division plan at the same time. They wish to make the four lots into three lots. There are still plans to build multiple housing units on one of the lots. Two lots need to be combined to comply with the frontage line requirement. The Board advised Nick that both the boundary line adjustment and sub-division applications can be submitted at the same time.

**Short-term Rental Application(s):**

Secretary Campbell presented the following applications to the Board:

1. Mathew Wadsworth – 801 Carter Notch Rd.: This application has a current Conditional Use Permit, but the property changed ownership. The Board questioned if this is really an administrative issue and not for the Planning Board to review and should we only accept a new application but agreed to treat the same for consistency. Member Badger moved to accept the application with no comment, and Member Kimball seconded. The motion was approved unanimously.
2. John Robbins – 32 Ridge Road: The Board reviewed the application; the Board had no comments. Member Badger moved to accept the application with no comment, and Member Dougherty seconded. The motion was approved unanimously.

### **Capital Improvements Program (CIP) Update:**

Chairman Terry asked if any member had any updates.

Member Campbell presented a request from the Whitney Center for new audio-visual equipment within the next year. He wonders if this would be covered under the program for Town owned facilities. Member Kimball pointed out that there is a fund that could cover this cost. She said that this is being researched by a committee within the Whitney Center.

Chairman Terry reminded the Board that our responsibility is to make recommendations to the Board of Selectman and what the tax impact might be for the town. He stated we are at the point at which we need to outline by department the items/projects needed, identify items within the budget, cost of those requests and prioritize (defined as short and long-term needs) the items. Member Badger requested that we look at past plans to determine the tax impact that was accepted by the town. Alternate Dougherty raised a new issue of adding a section/needs to deal with natural situations like flooding or storms and what are the plans for the Town and the cost associated with emergency planning. Chairman Terry also brought up the need for a reserve to deal with planned and unplanned repairs/replacement for major equipment for town facilities.

The Board discussed the need to provide estimates on the items/projects that we will recommend, and Chairman Terry reminded the Board that there are some funds available to use to obtain estimates of cost, for example for solar panels on the Whitney Center as suggested by Member Bennett.

Member Kimball outlined that the Board needs to develop a list of items/projects, cost associated with the items/projects and recommendation on a priority of the items/projects to the Board of Selectman who will the final say in implementation of the plan and setting the priority of the items/projects.

The Board agree to have an additional meeting this month as a working meeting. Member Campbell agreed to draft a list of all of the items/projects by department already discussed at the meeting. The Board will then use this list to attach pricing and prioritize them. This will be our initial step. The working session is scheduled for 7:00 p.m., Thursday August 24, 2023.

**Other Business:** No other business

Member Bennett motioned to adjourn the meeting and Member Kimball seconded. The motion was approved unanimously, and the meeting was adjourned at 8:32 P.M.

Next regular Planning Board meeting is September 14, 2023.

Respectfully submitted by David L. Campbell, Secretary