

**Town of Jackson Planning Board**  
**Minutes – October 12, 2023 – Public Hearing and 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. Attending were Members Sarah Kimball, Scott Badger, David Campbell, Kathleen Dougherty, Dick Bennett (late), Alternates Jerry Dougherty and Jim Wasco (via Zoom) and Selectmen's Representative Bob Thompson. Public attendees included Hank Benesh and Andy Fisher from Ammonoosuc Survey Co. The meeting was recorded by Hank Benesh and will be made available on Jacksonflicks.com.

Chairman Terry suggested a change in the Planning Board rules to allow virtual members to be voting members if there is a quorum physically present at the meeting. Alternate Dougherty motioned to allow for the change, and Member Badger seconded. The motion was approved unanimously. The Planning Board Rules of Procedure will be updated.

Chairman Terry conducted the roll call to determine voting members. Initially Member Bennett was absent and was not a voting member. Chairman Terry moved to have Alternate Wasco as a voting member.

**Approval of Minutes:** Minutes from the meeting on September 14, 2023, were reviewed. Member Badger moved to approve the minutes and Selectman Representative Thompson seconded. The motion was approved unanimously.

**Public Comment:** No public comment.

**PUBLIC HEARING** – Chairman Terry called the Public Hearing to order at 7:10 P.M. Voting members were Chairman Terry, Members Scott Badger, David Campbell, Kathleen Dougherty, Selectman Representative Bob Thompson, and Alternate Wasco.

**Sub-division/Boundary Line Adjustment for property owned by Pamela W. Mason Trust located on Moody Farm Road. Map #R17 and Lots 26 and 27B.**

Andy Fisher presented revised plans for the sub-division/boundary line adjustment. The property was previously a 5 units Planned Unit Development (PUD), that consisted of 4 structures and one house. The Trust purchased all the property, that included the houses and all the land. It was discovered that previous mergers did not occur in the past. The current boundary line is horizontally on the property line, and they wish to change the boundary line vertically through the property.

Member Badger asked if the PUD was for all the property. Chairman Terry stated that a PUD can be on multiple properties and Andy confirmed that the three properties make up the PUD. Member Kimball asked if the PUD is being dissolved, Andy confirmed that the PUD and the association is being dissolved. Chairman Terry stated that the Board can approve a sub-division/boundary line adjustment application if all legal issues are resolved. The Board moved on to reviewing the plat documents. Selectman Thompson asked what the rules for the Board are to use when deciding sub-division/boundary line adjustments. Member Badger clarified that the Board would contact the NH Municipal Association or the Town's legal counsel when necessary. Member Badger stated that the Board will be dissolving the PUD when the new subdivision is approved. Member Bennett asked about the current driveway, Andy confirmed that the driveway is planned to move.

The Board reviewed the subdivision checklist, and all items were correct. Alternate Dougherty motioned to accept the application. Member Badger seconded. The motion was approved unanimously. Member Badger motioned to approve the subdivision with the condition that all legal questions/issues are resolved by the Party involved. Member Dougherty seconded the motion. The motion was approved unanimously.

#### **Short-term Rental Applications:**

- Michael Myers and Catherine Riedel – 61-1 East Field Road: Member Campbell presented the application and indicated that the application and documentation were appropriate and met all requirements. It was assumed this was a change of owner documentation for a previous submission. The Board had no comment. Member Badger motioned to accept the application and Member Dougherty seconded the motion. The motion was approved unanimously.
- We received a file for another STR application which was originally submitted in November 2020. Upon further review, it was determined that the second application was a record of an application submitted by the previous owners of the property above but was never approved. Since a new owner application, which the Board just accepted, has the same requirements as an initial application, no further action was required.

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

Chairman Terry asked for updates, and raised the new item requested by the Highway Department for updating the culverts in Town. Alternate Dougherty was given the information by the Highway Department and said that he would present the topic with the Planning/Board of Selectmen work session next week. Selectman Thompson said that the Highway Dept. identified seven culverts that need to be repaired and they can complete 2 or 3 per year.

Member Kimball requested that we try to update the cost sections.

Selectman Thompson updated the Board on the cost and timeline for the roof on the salt storage space. The cost for the roof is estimated to be \$300K and it will not be completed by this winter.

The Jackson Planning Board and Board of Selectman will be holding a working meeting to discuss the Capital Improvement Program. The meeting is scheduled for October 26, 2023, from 5-7pm at the Town Office. There was discussion to allow for public comments during the working session. Chairman Terry indicated that this meeting will be on the Capital Improvement Program which is operated under the Planning Board and the chair can recognize public comments. The Board agreed to allow helpful public comment during the working session.

Member Dougherty motioned to adjourn the meeting and Member Badger seconded. The motion was approved unanimously, and the meeting was adjourned at 8:30 PM.

Next Planning Board meeting is November 9, 2023.

Respectfully submitted by David L. Campbell, Secretary