

DEERFIELD PLANNING BOARD  
DEERFIELD, NEW HAMPSHIRE  
FEBRUARY 23, 2011

MINUTES OF MEETING

Present: Board members Fred McGarry, Fran Menard, William Perron, Peter Schibbelhute. Also present Planning Consultant Gerald Coogan, secretary Jane Boucher and Lisa Wolford, a candidate for a seat on the Planning Board.

Chair Fred McGarry called the meeting to order at 7PM.

APPROVAL OF MINUTES

Fran Menard moved and Peter Schibbelhute seconded to approve the minutes of January 26, 2011.

The following corrections were made to the minutes:

Page 1 Paragraph 8: Correct to read "...regarding a Letter of Credit...."

Page 2 Paragraph 5: Correct to read "...all Class 5 Roads in Town."

Chair McGarry called for a vote on the motion. Voted in favor with William Perron abstaining.

APPROVAL OF MANIFEST

William Perron moved and Peter Schibbelhute seconded to approve the manifest in the amount of \$8040.31 and two time sheets for Jane Boucher. (Keach Nordstrom \$7547.31, Upton & Hatfield \$493.00, time sheets 16 1/2 hours, 15 hours.) Voted in favor.

CONTRACT EXTENSION

Fran Menard moved and William Perron seconded to approve a contract extension for an agreement dated March 10, 2010 for Gerald Coogan for one year to February 28, 2012. Voted in favor.

TUKCOR REAL ESTATE & DEVELOPMENT

Gerald Coogan advised that Tukcor Real Estate & Development had replaced a Letter of Credit with a check payable to the Town of Deerfield to be held in escrow as a road bond.

PUBLIC ACCEPTANCE OF DEDICATED STREETS POLICY

Copies of a Dedicated Streets Policy approved by the Board of Selectmen on January 31, 2011 were provided to the Board. Chair McGarry questioned the statement "If no evidence of latent defects is reported to the Board of Selectmen by the Road Agent within that one year period, the Town of Deerfield shall release said maintenance guarantee in full at that time." Mr. McGarry noted that the Planning Board requires a bond be in place and the Planning Board votes to release the bond.

Peter Schibbelhute commented that the Planning Board is the "Town". Gerald Coogan will speak with Town Administrator Leslie Boswak regarding this.

#### ESCROW ACCOUNTS

Town Administrator Leslie Boswak had questioned "Escrow Accounts" for engineering fees and establishing a procedure to collect monies when monies have run out.

Board members agreed it was difficult to determine how much money to require up front when engineering review is required.

#### CTAP TRANSPORTATION PLAN

Gerald Coogan reviewed the Deerfield Transportation Plan prepared by Keach Nordstrom which addressed the tasks identified in the KNA/Deerfield Planning Board agreement. Mr. Coogan reported that the changes requested at the January 26, 2011 meeting were made and the planning document is complete. He stated the deadline had passed and the Planning Board needed to submit the plan to SNHPC. He noted KNA can assist the Town with any further changes at no charge to the Town.

Fran Menard moved and William Perron seconded to accept the Transportation Plan as complete and submit it to SNHPC. Voted in favor.

An invoice from KNA in the amount of \$7547.31 was approved with the manifest at this meeting.

#### OTHER BUSINESS

Chair Fred McGarry provided information on a seminar "Water, Weather, Climate and Community, Where's Your Weakness" to be held on Tuesday Mary 29, 2011.

#### TELECOMMUNICATION PLAN

Gerald Coogan advised that SNHPC is working on providing more information to the Board.

7:30 PM CONCEPTUAL CONSULTATION; SMITH ORDINANCE SUBDIVISION;  
HARRIET CADY, MEETINGHOUSE HILL ROAD  
Harriet Cady was present.

Mrs. Cady noted that she had purchased two lots on Meetinghouse Hill Road (Map 209 Lots 8 and 10). She provided copies of the proposed subdivision noting that the intent is to abandon the lot line between Map 209 Lots 8 and 10 and create a four lot subdivision with a private common driveway. Mrs. Cady said that two of the lots will be for her grandchildren and she and her husband will probably build a home on another lot.

Mrs. Cady questioned the fact that the Wetland Permits had expired in October, 2010. Chair McGarry commented that the permits can be renewed.

Chair McGarry advised Mrs. Cady that iron pins are acceptable and stone bounds are required for the right of way. He also advised that a hammerhead is acceptable.

Mrs. Cady noted that her surveyor , Joe Coronati, questioned wetland setbacks. Gerald Coogan referred her to Section 210.3 A addressing setbacks.

Mrs. Cady questioned the required width of the road. Chair McGarry advised that, for four lots, 18 feet is required with surface treated gravel. He told Mrs. Cady that she should speak with her surveyor regarding waiver requests for cross sections on the road.

Chair McGarry commented that sight distance is an issue and the Board suggested that Mr. Coronati look at John Gianitsopoulos's plans to see how sight distance was addressed.

The meeting was adjourned at 8:20PM.

Recorded and transcribed by Jane Boucher  
Pending Approval by the Planning Board