

**TOWN OF JAFFREY, NH  
PLANNING BOARD  
Meeting Minutes  
September 14, 2021**

**Present:** Amy Meyers, Keith Dupuis, Margaret Dillon, Laurel McKenzie, William (Bud) Taylor, and John Peard (alt) *will vote*.

**Absent:** Ed Merrell

**Others:** Jeff Kevan, Rob Stephenson, Mike Shea, Jack Belletete *did not participate in the hearing*

**CALL TO ORDER** – Chairman Meyers called the public hearing to order at 6:00 pm.

**PRELIMINARY CONCEPTUAL** - None

**MEETING MINUTES APPROVAL**

On a **motion** by McKenzie, seconded by Dillon, the minutes of August 10, 2021 were approved as presented. (7-0-0)

**PUBLIC HEARING**

*K Dupuis recused himself*

1. PB 21-05, Belletetes, Inc., 51 Peterborough St., Map 238 Lot 284.1, Map 238 Lot 275 & 275.1  
Zone: General Business (with town water & sewer)

Compliance Hearing – The applicant requests a compliance hearing for case number PB 18-06.

Mike Shea noted that a preliminary site visit was completed by Rob Deschenes and Jo Anne Carr on August 19.

Presentation: Jeff Kevan, TFMoran

Mr. Kevan outlined the minor modifications made in the field as identified on the as-built plans submitted. Adjustments were made to:

- Inventory building
- Hard pipe system
- Gravel wetland
- Former garage area

TFMoran re-ran the drainage calculations as part of the AOT permit. A letter was submitted to the State stating that the system was built substantially according to plan and will function as designed.

M Dillon asked if any drainage issues were identified during the significant rainfall events we've experienced this year. Mr. Kevan responded no, the system has been functioning as designed.

M Dillon asked about the maintenance records. Mr. Kevan explained that Belletetes is responsible for keeping the records up to date and the State follows up on that. W Taylor asked if there was a bond placed to ensure that the maintenance is being done. Mr. Kevan responded no, however, it is in the owner's best interest to do so.

**Chairman Meyers closed the public hearing.**

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**DECISION**

1. PB 21-05, Belletetes, Inc., 51 Peterborough St., Map 238 Lot 284.1, Map 238 Lot 275 & 275.1  
Zone: General Business (with town water & sewer)

Compliance Hearing – The applicant requests a compliance hearing for case number PB 18-06.

On a **motion** by McKenzie, seconded by Peard, the owner is found to be substantially in compliance. (5-0-0)

The plans submitted are on file with this office identified as As-Built Plan dated July 15, 2021, Tax Map 238 Lots 244 & 284.1, Tax Map 245 Lots 94 & 95, Grading, Drainage & Utilities Plan, Route 202, Jaffrey, NH, Belletete's Inc. and stamped by Hans-Georg A. Mertsch, Jr., LLS.

**PUBLIC HEARING**

Pursuant to 674:4 & 675:6, the Planning Board will consider amendments to the Implementation Strategy of the Downtown Master Plan. Exact text is available on the Town web site, the Town library, the Planning office and with the Town Clerk.

On a **motion** by Dillon, seconded by Taylor to adopt the proposed amendments to the Implementation Strategy into the Downtown Master Plan. (6-0-0)

**OTHER**

Master Plan / Climate Change - M Dillon presented a draft of the Climate Change chapter (included). M Dillon and W Taylor have agreed to be on the subcommittee. They will reach out to area resources for assistance in fine-tuning the proposal. Other subcommittee members will be sought out from the community. Funds have been set aside by Southwest Regional Planning to assist with the Master Plan.

J Carr noted that up to four more alternate members could be added to the PB. These members could help with subcommittee work.

Zoning issues to be reviewed include:

- Setbacks in the industrial zone
- Building envelope size
- How does zoning affect the expansion of water and sewer?
- Res A vs. Res B, why is there a difference? The Board will discuss this in October and members were asked to review Res A & B guidelines prior to the meeting.
- Promote housing development

L McKenzie asked has anyone considered charging Rindge residents on the Jaffrey water system higher rates as they don't contribute to the infrastructure? J Carr answered that would be a question for the Select board to consider.

J Peard asked should the PB consider requiring performance bonds for maintenance on future approvals? A Meyers noted this issue keeps coming up at Board meetings and should be resolved. She recommended that J Carr speak to the Town Manager. J Carr noted that an escrow account could be set up to cover the cost of hiring someone to perform compliance inspections on a monthly or quarterly basis. J Carr will include a line item in her budget for compliance review staff.

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**Principle**

- **Adapt to Climate Change**

Accept the realities and range of consequences to our Town and residents from a changing climate. Plan for extreme weather events, facilitate a shift from non-renewable fossil fuels, promote electrification of vehicles and buildings from renewable sources, , and focus on sustainable and local food growing systems. We will build on our history of innovation by welcoming technologies and manufacturing that will transform Jaffrey into a 100% renewable, zero waste community, and a model of economic health.

**Chapter**

- **Resilience**

Energy: Conservation, Efficiency, and Renewable Sources

- Discuss current sources of energy, consumption & cost
- Report out and update municipal facilities inventories
- Opportunities for efficiencies and renewables & cost

Site and Building Design

- Review current Site plan requirements
- Review current Building Codes
- Discuss opportunities for improvement

Land Use

- Access the current Land Use chapter for relevant supporting information. This Chapter needs to be updated to incorporate planning efforts of 2009, 2011 and 2021
- Community Survey

Transportation

- Review Current Transportation Chapter
- Discuss trends, commuting patterns, jobs, housing
- Opportunities for transportation alternatives

Waste Management

- Current Waste Management conditions
- Status of recycling in Town and Town Offices
- Opportunities for cost savings and efficiencies

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**ZONING BOARD DECISIONS**

ZBA 21-23 – 371 Main St – Approved

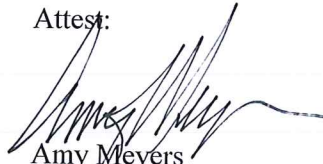
**ADJOURNMENT**

The meeting adjourned at 7:06 pm  
Submitted:



Rebecca Newton  
Recording Secretary

Attest:



Amy Meyers  
Planning Board Chair