

**Hill, NH Planning Board  
Meeting Minutes  
17 August 2023**

Planning Board Members Present

- Christopher Seufert, Jr. – Vice Chair
- Tom Seymour – Secretary
- Michael Munson
- Stephen Thomson – Select Board Ex-Officio

Planning Board Members Absent

- Marshall Bennett – Chair

Public Present

- Jeffery Beach
- Travis Albee

Call to Order

- Having achieved a quorum, Planning Board Vice Chair, Christopher Seufert, Jr. called the meeting to order at 7:05pm.

Approval of Meeting Minutes

- Christopher Seufert, Jr. asked for amendments to the July minutes. None were offered. Stephen Thomson made motion to approve the minutes and Christopher seconded the motion. The motion passed unanimously.

Secretary's Report

- Planning Board records storage located in the basement were found to be contained in one four-drawer and four lateral file cabinets. There are another two lateral file cabinets that are buried behind other items held in storage that may also contain Planning Board files. All are lockable, but no keys can be found. Due to the unexpected volume of file cabinets, it will need be evaluated if the planned space is large enough to accommodate. If relocated, we will need to purchase hasps and padlocks.

Treasurer's Report

- Year-to-date no monetary transactions occurred.

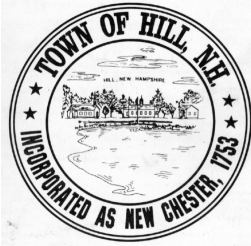
Chairman's Report

- None at this time.

Committee Reports

- No committees exist at this time.

Reading of Communications Directed to The Board

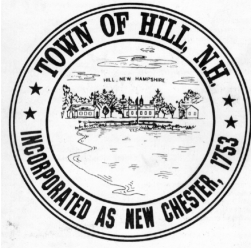


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- A brief discussion of the Jeffery Richard Beach & Jane Ellen Beach Agreement & Release took place. Stephen Thomson reported what was discussed at this week's Selectmen's meeting. The plat will be changed indicating the intended right of way extension and modification. A Modified Subdivision process will be used.
- The Planning Board advised Jeff Beach and Travis Albee that an application will need to be completed and **submitted along the waiver of liability**, full abutters listing, and associated fees. Mr. Beach was also given a verbal outline of the application process and subsequent public hearing.
- Tom Seymour will obtain the most current fee schedule in anticipation of Beach application.

### Unfinished Business / Continued Hearings

- NOTE: The following items have been prioritized as agreed to by the Planning Board during this meeting. Each item will carry a numerical designation prefacing the topic. The intent is to undertake each in numerical order.
- (1) Gravel Pit Reclamation Plans
  - Steve Thomson advised that each site has multi-year plans with phased staging needing approval. It was agreed to review the plans beforehand and then perform a site visit to determine the site's current phase and establish if they are on target or not.
  - It was also agreed that the Planning Board needs to develop excavation regulations or default to NH RSA 155-E. The State RSA offers bare minimums for towns without regulations. Towns can develop more stringent regulations should it be felt it necessary.
  - A discussion is planned for the September 2023 Planning Board meeting regarding existing excavation regulations and NH RSA 155-E. Members should review each and be prepared to **determine the which would be best to adopt**.
- Records of The Court Decision Regarding the Zoning Board of Adjustment (ZBA) Requiring the Right of Way (ROW) Leading to R08-8 Off from Poverty Pond Road
  - Steve Thomson found a 2020 ZBA record that stated significant improvements to the ROW must meet Planning Board approval. It was also noted in the same record that, during a hearing on lot 08-15, any further houses along this same ROW will require complete upgrade of ROW.



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- Hill Subdivision Regulations (2002), Page 24, Paragraph H also states, “Existing streets outside the subdivision, but by which there is access to the subdivision, shall, if practical and necessary, be widened, extended, or improved in compliance with the standards required by these regulations at the expense of the Subdivider.”
- (2) Evaluation of Current Zoning Ordinances
  - See Gravel Pit Reclamation Plans discussions above.
- (3) Updating Master Plan (Revised 2007)
- Updating Planning Board Rules & Procedures (Revised 2005) – Tabled
- Updating Land Subdivision Regulations (Revised 2002) & Associated Forms - Tabled

### New Business / Initial Hearings

- No new business was presented.

### Action items

- Tom Seymour
  - Confirm number of Planning Board file cabinets and verify space is available for the planned consolidation.
  - Obtain current fee schedule for the potential Beach application.
- All Members
  - Review existing excavation regulations and compare with NH RSA 155-E in preparation of the September 2023 Planning Board meeting. The goal is to decide how the Planning Board wishes revise excavation regulations.

### Adjournment

- With no further business to discuss, Christopher Seufert, Jr. made motion to adjourn. Stephen Thomson seconded the motion. The motion passed unanimously. Christopher adjourned the meeting at 8:05pm.

Respectfully submitted,

Tom Seymour, Secretary