



TOWN OF WARNER

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Planning Board Meeting DRAFT Minutes November 4, 2024

Lower Meeting Room Warner Town Hall 5 E Main St

I. OPEN MEETING : Chair Karen Coyne called the meeting to order at 7:01 PM.
Karen Coyne announced that David Bates has resigned as a Planning Board member effective immediately.

ROLL CALL

| Planning Board Member | Present | Absent |
|-----------------------------|---------|--------|
| Karen Coyne, Chair | ✓ | |
| James Gaffney | ✓ | |
| Pier D'Aprile | ✓ | |
| Barak Greene | ✓ | |
| Ian Rogers via Zoom | ✓ | |
| Harry Seidel – Select Board | ✓ | |
| John Leavitt – Alternate | ✓ | |
| Bob Holmes – Alternate | ✓ | |

II. PUBLIC COMMENT

Ed Mical, Emergency Management Director, spoke about the Flood Plain Development Ordinance. He provided a copy of the proposed changes. Ed Mical stated the last time the ordinance was revised was in 2010. He would like the Planning Board to review the proposed changes. He explained that the objective is to have this in time for the Town Meeting. Harry Seidel will work with Ed Mical. The Planning Board will schedule the Flood Plain Development Ordinance review for the November 18, 2024, work session.

III. MINUTES: September 23, 2024, October 7, 2024, and October 21, 2024

September 23, 2024

Barak Greene made a motion seconded by Harry Seidel to approve the September 23, 2024, Planning Board meeting minutes as amended. Motion passed unanimously.

October 7, 2024

Harry Seidel made a motion seconded by Barak Greene to approve the October 7, 2024, Planning Board meeting minutes as amended. Motion passed unanimously.

October 21, 2024

Harry Seidel made a motion seconded by Barak Greene to approve the October 21, 2024, Planning Board meeting minutes as amended with the stipulation that Karen Coyne will verify and correct the minutes relating to the CRPC. Motion passed unanimously.

IV. NEW BUSINESS

A. Michael Smith, Select Board – to discuss potential lot sales Map 18 Lots 5, 6 and 9

1 Mike Smith informed the Planning Board that a resident contacted him who indicated that they would like to
2 purchase two parcels, Map 18 Lots 5 and 6. He stated that there are other parcels in the area that he is
3 considering specifically lot 9. Mike Smith stated that lot 9 is only 1.75 acres. He is researching to determine if
4 there is a conservation easement. Bob Holmes inquired if lots 5 and 6 could be merged and sold as one larger
5 parcel. Mike Smith stated that he is only interested in selling not merging lots the Town owns. Bob Holmes
6 stated that one of the lots would not meet the zoning requirements and would require a variance. Barak Greene
7 noted that lot 5 is 4.7 acres. Mike Smith stated the lots are in the OC-1 zoning district. Barak Greene and Karen
8 Coyne stated that merging the lots is not necessary because they are lots of record. Mike Smith stated that lot 6
9 is 39 acres. Bob Holmes reiterated that the Town could sell lots 5 and 6 as one lot if merged, and the town
10 could receive more money. Mike Smith stated the lots were taken as individual lots and he would prefer to sell
11 the lots as individual lots.

12
13 James Gaffney asked if there is any reason that the Town should not sell the lots. Mike Smith asserted that he
14 does not know of any reason the Town should not sell the lots. Mike Smith informed the Planning Board that
15 the resident who is interested in lots 5 and 6 does plan to merge the lots and develop a few residential
16 properties. He stated that he has spoken to the auctioneer who feels that it would be best for the Town to hold a
17 day for auctioning approximately 15 properties. John Leavitt stated that the Planning Board is being asked to
18 weigh in on whether or not to sell the parcels. He stated that the new owner would be responsible for
19 determining what would need to be done as it relates to development. Barak Greene noted that the Planning
20 Board needs to use the Master Plan as a guide when considering the sale of Town owned property.

21
22 **James Gaffney made a motion seconded by Harry Seidel to suggest that the Town of Warner sell the**
23 **properties. Motion passed unanimously.**

24
25 John Leavitt noted that he had not been elevated to be a voting member in the absence of David Bates. Karen
26 Coyne stated that the Board does have a forum but did intend to elevate John Leavitt. John Leavitt was elevated
27 to a voting member.

28 29 **B. Tim Allen- Infrastructure Planning**

30 Pier D'Aprile presented the Warner Highway Department Capital Improvement Plan (CIP). He stated that they
31 focused on the following:

- 32 - The types of road improvements. - Examples of road and infrastructure improvements needed.
- 33 - The typical costs for road construction. - The submission of the CIP for roads, bridges and equipment.

34
35 Types of road improvements: 1) shim and overlay at \$97,000/mile, 2) mill and fill at \$120,000/mile, 3) eight
36 inch reclaim at \$215,000/mile, 4) dig and drainage up to \$900,000/mile

37
38 Life expectancy of the four types of road improvements: 1) shim and overlay 7 – 10 years, 2) mill and fill lasts a
39 bit longer than the shim overlay, 3) eight inch reclaim 25 – 35 years 4) dig and drainage 40 – 50 years.

40
41 Tim Allen spoke about his department's efforts to preserve roads by sealing cracks, but the cracks will come
42 back. He spoke about the benefits of the reclaim method and the return on investment in the long run. He
43 acknowledged the cost is a hurdle. Pier D'Aprile explained that roads are done in sections not the entire road
44 all at once and there could be multiple methods used.

45
46 Typical costs for road construction are in the cost of curbing, permitting, town labor, engineering, aggregate,
47 demolition, drainage and hot mix contractors. Pier D'Aprile stated that most of the costs are not within the
48 Town's control except for aggregate.

1 Tim Allen advised the Planning Board that he is relentlessly trying to get the biggest bang for the Town's buck.
2 He spoke about cost to the Town in cutting the Public Works budget. He cautioned that not maintaining
3 equipment and infrastructure ultimately costs the town more. Barak Greene stated that it would be useful to
4 have an account of the life expectancy of each road in town. Tim Allen explained, there is 30 miles of hot top
5 road in Warner. He stated that a 10 year plan would cost \$300,000-\$320,000 to do 3 miles a year. Tim Allen
6 stated that currently the Town is spending \$200,000-\$210,000 which calculates to an 18 year plan. He
7 recognized that the Town can only do what is affordable. He suggested the Town budget for a specific amount
8 and know that every year that is the amount that needs to be allocated. James Gaffney asked if it would make
9 sense to purchase hot top from the state. Tim Allen stated the price is based on volume (tonnage). Barak Greene
10 asked if it would be beneficial to the Town to hold off on paving for a year or two and then every three years
11 purchase hot top from the State for a major project. Tim Allen stated that he would have to look into that
12 option.

13
14 Pier D'Aprile explained there could be value in starting to look at the aggregate potential and the management
15 of the permitting process. Tim Allen explained that there are approximately 8-10 years of life left in the Town
16 gravel pit. He recapped the available materials in the pit. There was a discussion regarding where the Town
17 would source aggregate after the gravel pit is done.

18
19 **C. Michael Smith, Select Board – Zoning ordinance discussion – Encampments & Short Term Rentals**

20 Encampments: Mike Smith explained that there have been a few recent instances in town that dealt with
21 extended camping and camping on town on land. He explained that the Town does not have an ordinance to
22 address this type of situation. Karen Coyne read RSA 236:58 that restricts camping on town owned property.
23 Bob Holmes suggested that this is a trespassing issue and would be best dealt with by law enforcement. John
24 Leavitt stated that the RSA covers the situation, and a Town ordinance would only be appropriate if the Town
25 wanted to exceed the RSA. Mike Smith expressed his concern that the Town does not have something in place
26 that reinforces the state RSA. He advised the Planning Board that the Chief of Police has visited the property,
27 but it has not been resolved. Harry Seidel would like law enforcement to continue working on the matter.
28 Barak Greene would like to explore the option of cleaning out the encampment. Karen Coyne would like the
29 Select Board to have discussions on the issue.

30
31 Short Term Rentals: Mike Smith spoke about the need to revisit the issue. He stated that the Town of Sunapee
32 STR Association has offered to come to Warner to discuss short term rentals. Karen Coyne explained that the
33 Planning Board voted on a preliminary definition. She stated that the Planning Board needs to determine what
34 to do next. There was a discussion regarding past actions relating to short term rentals. James Gaffney stated
35 that the current zoning ordinance does not list short term rentals as a permitted use. He stated that any zoning
36 enforcement issue is handled by the Select Board. Karen Coyne stated that the Planning Board will continue
37 their discussions on short term rentals. Bob Holmes stated that short term rentals should be addressed when the
38 zoning ordinance is reviewed. John Leavitt explained that in past discussions he felt the Planning Board as a
39 whole was not opposed to short term rentals. He stated that the Planning Board was trying to decide how to
40 approach the issue without creating any loopholes. Ian Rogers explained that STR's are more common in areas
41 that have lakes, skiing, ocean or other high recreational activities. He stated that Warner does not have the draw
42 as Conway, Sunapee and Portsmouth have. Mike Smith spoke about the need for Warner to be proactive.

43
44 **D. Housing Chapter Master Plan Draft – Initial Review/Discussion – Initial Board Discussion on**
45 **new Master Plan Draft. (First of at least four planned discussions) Public is invited and encouraged**
46 **to attend.**

47 Karen Coyne explained the Housing Chapter Master Plan Draft discussion is moved to the November 18, 2024,
48 agenda.

1 **V. UNFINISHED BUSINESS**

2 A. Feedback from Town Counsel and Hopkinton Planning Board – if received

- 3 • Lot line Adjustment

4 Karen stated that she heard back from attorney Tim Sullivan who indicated that in order to do the lot line
5 adjustment for the Hopkinton/Warner property the owner would need a lot line adjustment plan prepared by a
6 licensed land surveyor, notarized agreements between the two parties listing all abutters and a deed transferring
7 the property to be recorded with the plan. James Gaffney asked for clarification on how assessing would assess
8 the property.

9
10 Ian Rogers advised the Planning Board that Mike Tardiff is asking if the Planning Board is still interested in
11 having him come speak about the Fair Share analysis. Karen Coyne will coordinate with Mike Tardiff to
12 schedule him on the agenda.

13 **VI. REPORTS**

14 a. Chair's Report- Chair, Karen Coyne

15 None

16 b. Select Board - Harry Seidel

17 None

18 c. Regional Planning Commission - Derek Narducci, Ben Frost

19 None

20 d. Economic Development Advisory Committee

21 None

22 e. Agricultural Commission - James Gaffney

23 None

24 f. Regional Transportation Advisory Committee

25 None

26 **VII. COMMUNICATIONS**

27 None

28 **VIII. PUBLIC COMMENT**

29 Harry Seidel advised the Planning Board that he has stepped down as Select Board Chairman. Mike Smith has
30 agreed to become the Select Board Chairman. Harry Seidel spoke about the Housing Champion program, he
31 explained that the deadline is November 15th. He stated that it will improve the Town's chances for housing
32 funding. He recommended Tim Blagden as a Planning Board representative to the Regional Planning
33 Commission, to replace Ben Frost who no longer attends the meetings.

34 **IX. ADJOURN**

35 The meeting adjourned at 10:00 PM.

36
37 Respectfully submitted by
38 Tracy Doherty