Planning Board Minutes
PO Box 277
Dublin, NH 03444
September 3, 2026

The Planning Board met on September 3, 2026, in the basement conference room of Town Hall at 7:00pm. Present were Archie McIntyre-Chair, Blake Minckler- Select-Board Representative, Members: Jack Munn, Brie Morrissey, and Alternate: Susan Phillips-Hungerford. Absent were Members: Caleb Niemela- Vice-Chair, Rob Sullivan, and Nicholas Patrick. Also present at the meeting were John Noonan-Fieldstone representative and Tom Johnson-subdivision applicant for Map 3 Lot 41-Korpi Road.

Call to Order: Archie opened the meeting at 7:02pm appointing Susan to sit in as a voting member. Archie introduced the new Planning Board secretary, Jessany Katka. Archie also informed the Board that Nicholas Patrick has resigned his position on the Board and that a new appointment will need to be made.

Approval of Planning Board Minutes, August 20, 2026: Archie made a "motion to approve the minutes as written". Blake seconded. Vote in the affirmative with Jack abstaining.

Approval of Planning Board Site Visit Minutes, August 26, 2026: Archie made a "motion to approve the minutes as amended". Blake seconded. Blake and Archie voted in the affirmative with all other Board members present abstaining.

Old Business:

Wetland Waiver Application- Map 3 Lot 3 -42 Close Road: Archie gave a brief history of the application's process to date. Three site visits have been conducted for this project with the last one happening at the request of the Conservation Commission. John then reviewed the site map which Fieldstone had prepared. He stated that at the last site visit, additional silt fencing had been placed, and the wetlands, as well as the 110-foot buffer, had been delineated meeting all requirements asked by the Board and Commission. Archie then opened the discussion to members. Jack questioned where infiltration drenches were and John answered that they are uphill away from any wetlands. Fieldstone amended the plan for better distribution of watershed. Questioned about underground streams, John stated that underground water is present at times due to natural drainage, but there are no underground streams. Archie read a letter sent by the Conservation Commission in which they shared their views on encroaching on the 100-foot wetland buffer. (Letter is attached to the minutes). In the letter Geoff Griffiths, chair of ConCom, states, "After further review of the plans, the Dublin Conservation Commission voted tonight (September 1, 2026) not to oppose the project on 42 Close Road." Discussion ensued about the letter's full content. Currently there is no stamp on the map showing that a certified drainage plan was developed by an engineer. John said that Fieldstone would stamp the map. Archie made a "<u>motion to approve the permit plan for Map 3 Lot 3 – 42 Close Road prepared by Fieldstone Land Consultants showing two areas of encroachment into the 100-foot wetland buffer: minor grading of land immediately south of planned pool and placement of a portion of the solar array subject to the following conditions:</u>

- <u>Appropriate silt fencing is installed around the encroached area of the graded slope and that it remains in place until proper vegetation has taken root</u>
- <u>That the underground conduit for the proposed solar array be installed to the greatest extent feasible outside the 100-foot buffer and that the panels be supported by Helical pier footings."</u>

Blake seconded. Vote in the affirmative.

Valley Road/Perry Pasture Road update: A remediation plan was presented to the Select Board at their last meeting, August 24, 2026. The plan consisted of two phases: immediate remediation in the 50-foot buffer and secondly moving forward with a plan to develop this site. Mark Nicholas, project manager, contacted Archie saying that the property has been staked out and is ready to schedule a site visit. Before a site visit can be scheduled, a wetland waiver application must be submitted. The Conservation Commission will need to be included in the site visit, and they will require that actual wetlands be flagged in addition to the 100-foot buffer. It was suggested that since this is a non-conforming plot, flagging the 50-foot buffer would also be a visual help knowing that the 100-foot buffer will be encroached upon. Blake suggested adopting a "flagging policy" for the Planning Board. Archie will contact the owner letting them know that a site visit cannot be scheduled until a wetland waiver application has been submitted to the Board and adequate flagging is in place on the property and that flags remain in place.

New Business:

Preliminary Review of Map 3 Lot 41- Korpi Road- Tom asked for a courtesy meeting before the Board to review the proposed Lot Line adjustment concurrent with a minor subdivision plan. Archie wants the minutes to note that a Lot Line adjustment does not require a Public Hearing or notice. Because the two actions are so closely related to each other, the fact of a Lot Line Adjustment was included with all public notices and abutters' letters for this particular case. Archie also noted that two Planning Board members are abutters- Archie and Caleb, and they will recuse themselves from any deliberations or decision making for this property. Archie will stay as chair to facilitate the Public Hearing. Tom presented several site maps of the property showing the current configuration of Lot 41 and 41B. The Lot Line adjustment is being requested to eliminate the odd shape and make each parcel more conforming. The Lot Line adjustment is not needed to have the subdivision approved. Discussion continued to include road frontage and parcels' acreage. Currently there is a private road which would be extended ending in a cul-de-sac. Two lots would be carved out of the master lot. The Board did not feel that a site visit was necessary to deliberate the merits of the proposed subdivision. The site map clearly shows boundaries, although they suggested making them more visible by highlighting. The Board also suggests highlighting the 100-foot wetland buffer. The plan shows that the soil accepts a septic system and there are ample areas. There are stone walls on the property which are grandfathered. If they need to be disturbed, a stone wall permit would be required. The Board suggests that at the Public Hearing, Tom comes prepared with a history of the property in case questions arise concerning prior subdivisions, private road easements, etc.

Other Business:

SWRPC Complete Streets Grant Program: Jack proposed that the Board consider applying for a grant from NH's Southwest Region Planning Commission which is designed to help small communities build better streets not only for safety but for accessibility as well. Discussion ensued concerning application deadlines (a commitment from the Select Board to develop a policy needs to be in by Sept 15 and grant paperwork in by Oct 15), and whether to incorporate "complete streets" into the Master Planning. The grant is awarded in two ways: infrastructure for those communities who have already adopted an official complete streets policy and technical assistance to help a town develop and adopt one. The Board is interested in this concept, however with deadlines closely pending, stepping back and bringing it up at the next Master Plan meeting for future consideration makes more sense.

Potential Warrant Articles:

- **Agriculture use in the Village District-** A warrant should be presented to the Town at the next Town Meeting in 2027 changing the current Town Ordinance to comply with State Law.
- **Revise Wetland Setback Statue-** The Board has several projects on the table right now and might not be able to give due diligence to this topic at this point in time. Susan suggested that the Planning Board adopt the State's Wetland Standards for Classification which would objectify wetland areas.

Adjournment: There being no further business, Archie adjourned the meeting at 9:00 pm. Jack seconded.

Next Planning Board Meetings:

Thursday, September 17, 2026, at 7 PM at Town Hall. -Public Hearing for Minor Subdivision and Lot Line Adjustment Map 3 Lot 41 Korpi Road

Minutes respectfully submitted by Pamela Celko