

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
February 18, 2021
*UNAPPROVED***

Chair Mike Bonanno read a statement that the Board was authorized to meet electronically due to the declared state of emergency (COVID-19), that the meeting had been properly noticed and information given to the public on how to join the meeting via Zoom Video Conferencing, and that all votes would be by roll call, in accordance with the provisions of the Governor's emergency order.

Call to Order: Ex-Officio Commissioner Mike Roberts administered the Oath of Office to new Board member Debbie Fisk and Chair Mike Bonanno called the meeting to order at 6:32 pm. Mike Bonanno welcomed Debbie Fisk as a new Board member and thanked her for her willingness to serve.

Roll Call: Mike Bonanno with Polly Bonanno, Don Dubrule (with Gail Dubrule), Mike Roberts (alone), Debbie Fisk (alone). Mike Bonanno declared a quorum present. Zoning Officer "Finn" Finnegan and Board alternate David Martella were also present via Zoom.

Public Present: Stan Davis, Bob Long, Ken Huard, Vinny Sorrentino, Joe Fiore, David Gilbertson, Laura Gilbertson and Dave Long.

Approval of Minutes:

- **Jan. 21, 2021:** Don Dubrule moved to approve; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Abstained; motion passed.

Approval of Agenda: Mike Bonanno requested two items be added under New Business: Term expiration in March 2021 for Don Dubrule and Mike Bonanno. Polly Bonanno moved to approve the agenda with those amendments; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed.

Zoning Permit Applications:

- **Davis – New Home (Cranmore):** Stan Davis said the property has been sold and withdrew his application.
- **Davis – New Home (Hemlock):** The Board reviewed the application file, noted the absence of an approved driveway permit, and discussed the need for a driveway variance as Stan Davis said lots will not be merged. Mike Bonanno moved to table the application; Don Dubrule seconded and the motion passed. The Board directed ***Kristi Garofalo to remove the Special Use Permit application from the file as it is not needed.***
- **Mantia – New Home and Garage:** Builder Joe Fiore stated the Town of Haverhill has agreed to take over maintenance of the road, the lot merger documentation has been provided, and they understand they will need a setback variance. He gave information showing the steep slope overlay and wetlands overlay did not apply to this project. After discussion, Mike Bonanno moved to accept the application as complete; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed. Mike Bonanno moved to approve the permit application; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Nay; Polly Bonanno-Nay; Mike Roberts-Nay; Don Dubrule-Nay; Debbie Fisk-Nay; motion failed and permit denied for setback violation. Joe Fiore will file with the ZBA for a variance and asked for permission to move the client's building kit to the site for storage until full approval. After discussion, Mike Bonanno moved to allow storage of the building kit on the lot; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed.
- **Williams – New Home:** The Board reviewed the application file and noted items were expired or missing: private road documentation needs to be provided and filed with Grafton County, new septic approval needed as the provided one expired, and a dimensioned plot plan with driveway shown is needed. Mike Bonanno moved to table the application; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed.
- **Manitsas – Dock:** The Board reviewed the application file. After discussion about the need to merge lots, Mike Bonanno moved to accept the application as complete; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Nay; Polly Bonanno-Nay; Mike Roberts-Nay; Don Dubrule-Nay; Debbie Fisk-Nay; motion failed and permit denied; lots need to be merged and proof provided.

Review of Zoning Permits Report:

- **Krull – Deck:** ZO Report: No visible progress from road. Continue to monitor.
- **Sheehan – House:** ZO Report: Work site not active; no visible progress on exterior of structure. Continue to monitor.
- **Drew – Shed:** ZO Report: No visible progress from the road. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Report: Work site active, no visible progress on exterior of structure. Continue to monitor.
- **Fisk – Garage:** ZO Report: No visible work completed. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible progress from the road. Continue to monitor.
- **Morrison – Garage:** ZO Report: Work site active, no major changes to exterior of structure. Continue to monitor.
- **Martel – House and Garage:** ZO Report: No changes to work site. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot CleanUp:** ZO Report: Moving/shipping container on site. **Mike Bonanno will contact homeowners regarding lot clean up deadline.** Continue to monitor.
- **Sorrentino – Cluttered Yard:** ZO Report: No major changes. Continue to monitor.
- **Valley Road – Logging:** ZO Report: Logging of site continues. Continue to monitor.
- **Manitsas – Cranmore – Unpermitted Dock:** Office Report: Application submitted 01/15/21 (see above). The Board agreed to remove from Incident tracking report and move to Application tracking report.
- **Auction Signs:** Lincoln Way and Kearsarge signs gone; two removed from Haverhill Lane. **ZO Finnegan will check for signs in Bear Road area.** Continue to monitor.
- **Brady – Kearsage – Driveway Permit: ZO Report:** none – continue to monitor.
- **Ramaglia – Deerfield Drive – Driveway Permit:** Continue to monitor.
- **Poli – Contractor Sign:** ZO Report: Sign no longer displayed. The Board agreed to remove from tracking report.

Review of Application Tracking Report:

- **Davis Application – New Home (Cranmore):** ZO Report: No additional paperwork received. Withdrawn by applicant (see above). The Board agreed to remove from tracking report.
- **Mantia Application – New Home and Garage:** ZO Report: No additional paperwork received. See above for permit denial for setback violation and forwarding to ZBA.
- **Manitsas – Dock:** ZO Report: 01/09/21 Application received; NHDES letter of completeness included in application. Tabled 02/18/21 (see above).
- **Williams – New Home:** ZO Report: 01/26/21 Application received; driveway permit from 2004; unsure if driveway was completed in 1-year required time frame from Town of Haverhill; septic system approval from 2004. Tabled 02/18/21 (see above).
- **Davis – New Home (Hemlock):** ZO Report: 01/28/21 Application received; documents enclosed: driveway permit, sewage disposal system approval, survey plan, plot plan. Tabled 02/18/21 (see above).

New Business:

- **March Meeting Date:** Mike Bonanno asked the Board if the March meeting could be moved to March 25 as March 18 was the date for the Information Meeting for the District's Annual Meeting. After discussion, Mike Bonanno made a motion to move the Mar. 18 meeting to Mar. 25; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed.
- **Term Expiration and Recommendations for Re-Appointment:** Mike Bonanno said the Board terms for himself and Don Dubrule will expire in March 2021; he and Don Dubrule said they were willing to continue serving on the Board. Mike Bonanno moved to recommend to the Commissioners that Don Dubrule be re-appointed for another three-year term; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Abstain; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed. Polly Bonanno moved to recommend to the Commissioners that Mike Bonanno be re-appointed for another three-year term; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Abstain; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed.

Old Business: NONE

Comments of the Zoning Officer: NONE

Comments of the Board:

- **Future Tax Sale Signs:** Mike Bonanno said the Town will have another tax sale in Fall 2021 with about 11 MLD properties, 2 of which have homes on them. He said the Board previously voted to recommend to the Commissioners temporary sign fees be charged for auction signs and then refunded when the signs were removed. **Mike Roberts will take the issue to the Commissioners.**
- **Permit Fee Increase:** Don Dubrule noted permit fees have not increased for several years and maybe it was time to discuss them. The Board agreed **Kristi Garofalo will put permit fees on the March agenda.**

Comments of the Public: David Martella asked about the status of revising the MLD/Haverhill permit procedure. Bob Long shared his suggested permit procedure. After discussion, Mike Bonanno moved to approve Bob Long's suggested procedure; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed. **Bob Long will follow-up with the Town for a meeting to discuss procedure revisions and inform the Board when the meeting is set.**

Next Meeting Date: Thursday, Mar. 25 at 6:30 pm via Zoom

Adjournment: Mike Roberts moved to adjourn; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed. The meeting adjourned at 7:56 pm.

Respectfully submitted,
Kristi Garofalo