

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING At the District Office and via Zoom
December 16, 2021
*UNAPPROVED***

Call to Order: Chair Mike Bonanno called the meeting to order at 6:30 pm.

Roll Call: Mike Bonanno, Polly Bonanno, Mike Roberts, and Don Dubrule. Zoning Officer Finnegan was also present. Debbie Fisk was present via Zoom (alone) and Mike Bonanno declared a quorum.

Public Present: In-person: NONE Via Zoom: Bob Long, Randy Berenson, Ken Huard and Bill Clark.

Approval of Minutes:

- **Nov. 18, 2021:** Polly Bonanno moved to approve; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed.

Approval of Agenda: Polly Bonanno moved to approve; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed.

Zoning Permit Applications: NONE

Review of Zoning Permits Report:

- **Sheehan – House:** ZO Report: Work site active, no significant change to exterior. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Finnegan reported he is trying to set up a time to take measurements when the homeowner is present and will continue to ask for an extension request. Polly Bonanno moved to send an official letter from ZO Finnegan to the homeowner; Mike Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed. ***ZO Finnegan will send a letter to the homeowner requesting a meeting for measurements and a written permit extension request.*** Continue to monitor.
- **Fisk – Garage:** ZO Report: Exterior siding progressing. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No significant change to site visible from road. Continue to monitor.
- **Williams – House:** Work site active, finishing touches on siding remaining. Continue to monitor.
- **R. Fredey – House:** ZO Report: Exterior siding nearly complete. Continue to monitor.
- **Mantia – House and Garage:** ZO Report: Work site active. Continue to monitor.
- **Davis – House (Hemlock):** ZO Report: Building appears complete; pending ZCC. ***ZO Finnegan will complete the ZCC.*** Continue to monitor.
- **Stansfield – Shed:** ZO Report: No visible progress. Continue to monitor.
- **Mugford – New Home:** ZO Report: Work site active, pending stain. Continue to monitor.
- **Lawler – New Home:** ZO Report: Assembly in progress. Continue to monitor.
- **Mondo – New Home:** ZO Report: Structure exterior complete, pending stain. Continue to monitor.
- **Byrnes – Shed: ZO Report:** Shed framed, roof work begun. Continue to monitor.
- **S. Fredey – New Home:** ZO Report: No change to site. Continue to monitor.
- **Daniels/Holt – Dormer/Roof:** ZO Report: Work site active. Continue to monitor.

- **Smith – New Home:** No ZO Report. **ZO Finnegan will add to his next report.** Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: More debris removed; remaining debris further organized. Bob Long said the lot is still unsightly and the foundation has not been filled in. He has drafted a letter to the homeowners giving a 30-day deadline for cleanup of the lot and has sent it to legal counsel for review. Continue to monitor.
- **Li – French Pond Road – Motor Home:** ZO Report: Motorhome is gone. Continue to monitor.
- **Edwards – Sunapee Circle – Tree Clearing/Cutting:** ZO Report: ZO tried to contact landowner, no response. Continue to monitor.
- **Carr Road – Yard Clean Up:** ZO notified. Continue to monitor.
- **Windsor Lane – Yard Clean Up:** Property is sold and yard cleaned up. The Board agreed to remove from tracking.
- **Valley Road – Lot Clean Up:** ZO Report: 3 main piles of brush/cutting debris. After discussion, the Board agreed **Don Dubrule will get information on “slash pile” restrictions and give to ZO Finnegan. ZO Finnegan will send a letter to the landowner regarding the need to remove slash piles.** Continue to monitor.

Review of Application Tracking Report: No Report – no unapproved permits in process.

Old Business:

- **Annual Legal Update:** Kristi Garofalo said the annual update has not been received yet, but plans are to have it available for Board review at the January meeting.

New Business:

- **Carr Road Lot – Partial Permit Application:** Kristi Garofalo shared an incomplete building permit application received from the Town of Haverhill for Map 202, Lot 142 on Carr Road. The Board reviewed the information and agreed ZO Finnegan will monitor the lot for unpermitted building.

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board: NONE

Next Regular Meeting Date: Thursday, January 20 at 6:30 pm.

Adjournment: Mike Roberts moved to adjourn; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed and the meeting adjourned at 7:16 pm.

Respectfully submitted by,
Kristi Garofalo