

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
January 21, 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: Chair Mike Bonanno called the meeting to order at 6:31 pm.

Roll Call: Mike Bonanno with Polly Bonanno, Don Dubrule (alone), and Board alternate David Martella were present via Zoom. Mike Bonanno declared a quorum present. Mike Roberts (alone) joined after the meeting started. Zoning Officer "Finn" Finnegan was also present via Zoom.

Public Present: Joe Fiore of Fiore Builders, Debbie Fisk, Randy Berenson, Dave Long and Don Drew.

Approval of Minutes:

- **Dec. 17, 2020:** Polly Bonanno moved to approve; Mike Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; motion passed.
- **Dec. 21 Public Hearing:** Polly Bonanno moved to approve; Mike Bonanno seconded. After discussion, Mike Bonanno designated David Martella as a full voting member for the duration of the meeting. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Don Dubrule-Abstain; David Martella-Aye. Mike Roberts joined the meeting during this time.

Approval of Agenda: Mike Roberts moved to approve the agenda; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; David Martella-Aye; motion passed.

Zoning Permit Applications:

- **Davis – New Home:** Mike Bonanno asked if further information was received for the file; Kristi Garofalo said the office has not received any further documents. The Board agreed the application would remain tabled.
- **Mantia – New Home and Garage:** Mike Bonanno noted a driveway permit has not been received and the Board has not received word about whether the Town considered the road to be private or Town-maintained. Builder Joe Fiore stated road agent Colton Grant approved the driveway permit. Mike Bonanno said the approved driveway permit has not been received by the District Office. After discussion, it was decided **Mike Roberts will contact the Town Manager to ask for confirmation of the road takeover by the Town.** Further discussion noted the following items needed: lot merger documentation including a map showing all three lots merged (Mike Bonanno said he saw the merger approval in the Haverhill Planning Board minutes online, but the Board agreed written documentation was needed for the file), wetlands location (Joe Fiore said the recent survey does not show wetlands; the Board agreed measurements needed to be clarified for the wetlands) and front setback locations will require a variance from the ZBA. The Board agreed the application would remain tabled pending further information and documentation.

Review of Zoning Permits Report:

- **Heartt - Deck:** ZO Report: Written confirmation of project scope change received. Homeowner is aware of the need for a new permit for future work to the site. Remove from report.
- **Krull – Deck:** ZO Report: No visible progress from road. Continue to monitor.
- **Sheehan – House:** ZO Report: No visible progress to 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 one present on site, progress continues on exterior. Continue to monitor.
- **Phelps – Shed:** ZO Report: ZCC completed. Remove from report.
- **Fisk – Garage:** ZO Report: No visible work completed. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible work completed. Continue to monitor.

- **Morrison – Garage:** ZO Report: Structure framed and enclosed, work site active. Continue to monitor.
- **Martel – House and Garage:** ZO Report: Main structure foundation poured. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Yard Debris:** ZO Report: House fire reported, total loss. The Board agreed to remove the yard debris incident from the report, but add a new one to monitor fire/lot clean-up within four months (per Section 504.2).
- **Sorrentino – Cluttered Yard:** ZO Report: Vehicles parked in such a way that does not inhibit Town plow operations. Continue to monitor.
- **Valley Road – Logging:** ZO Report: Logging approved by Town of Haverhill; logging of site continues. Continue to monitor.
- **Auction Signs:** Lincoln Way sign gone, Kearsarge sign down, sign(s) in Bear Road area? Continue to monitor.
- **Brady – Driveway Permit: ZO Report:** Work on driveway has begun. Continue to monitor.
- **Deerfield Drive – Driveway Permit:** Continue to monitor.
- **Poli – Contractor Sign:** ZO Report: No answer at door. Left note describing need for Temporary Sign Permit or to remove the signs. After discussion, it was decided that ZO Finnegan will contact the contractor to resolve. Continue to monitor.

Review of Application Tracking Report:

- **Davis Application – New Home:** ZO Report: No additional paperwork received. Remains tabled as noted above, continue to monitor.
- **Mantia Application – New Home and Garage:** ZO Report: Additional paperwork received, boundary and property survey submitted. Remains tabled as noted above, continue to monitor.

New Business:

- **Potential New Board Member:** Mike Bonanno said Debbie Fisk had shown an interest in serving on the Board and he introduced her by phone. She has lived in Mountain Lakes almost two years and wants to get involved with the community. After discussion and questions, Mike Bonanno made a motion to recommend to the commissionees that Debbie Fisk be appointed as a full Board member to complete the term of the position currently vacant. David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Abstain; Don Dubrule-Aye; David Martella-Aye; motion passed.

Old Business:

- **Temporary Auction Signs:** Mike Bonanno suggested that in future tax auctions, the removal of the auction signs should be the responsibility of the Town or the auctioneer. The Board discussed charging the \$5 temporary sign permit fees and then refunding them when the auctioneer or Town removes them. After further discussion, Mike Bonanno suggested holding off on the issue; he will talk to the tax collector about future sale dates. The Board agreed to table the issue and keep it on the agenda for the next meeting.

Comments of the Zoning Officer: None

Comments of the Board: Polly Bonanno thanked the members of the public for their interest and attendance. Mike Bonanno thanked Debbie Fisk for being willing to step up and serve on the Board.

Comments of the Public: None

Next Meeting Date: Thursday, Feb. 18 at 6:30 pm via Zoom

Adjournment: Polly Bonanno moved to adjourn; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; David Martella-Aye; motion passed. The meeting adjourned at 7:40 pm.

Respectfully submitted,
Kristi Garofalo