

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
March 25, 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 6:30pm. Mike Bonanno designated alternate member David Martella as a full voting member for the meeting in Polly Bonanno's absence.

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

Public Present: Ken Huard, Dennis Carlson, Laura Gilbertson, Dottie Long, Stan Davis, Jim Manitsas, Megan Manitsas, Bill Clark, Dave Long, Stephen Williams, Don Drew and Vinny Sorrentino.

Approval of Minutes:

- **Feb. 18, 2021:** Don Dubrulle moved to approve; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; motion passed.

Approval of Agenda: Mike Roberts asked that "New Member Welcome" be removed as it was left on the agenda from the last meeting in error. David Martella moved to approve the agenda with that amendment; Don Dubrulle seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; motion passed.

Zoning Permit Applications:

- **Davis – New Home (Hemlock):** The Board questioned the absence of an approved driveway permit. Stan Davis said Haverhill Road Agent Colton Grant approved the culvert and entrance. No permit has been received by the MLD office to date; Stan Davis will contact Colton Grant and the Board agreed to table the application until the April 15 meeting.
- **Williams – New Home:** The Board reviewed the application file and noted the following issues: the NH DES permit was from 2004 and a new one is needed; new septic approval is needed as the provided one from 2004 is expired; and private road documentation needs to be provided and filed with Grafton County. Stephen Williams said he spoke to Road Agent Colton Grant regarding the driveway permit and would contact him again; he said the septic design is being re-done, a new DES permit has been requested and he will file the private road release with Grafton County Registry of Deeds. The Board agreed to table the application until the April 15 meeting.
- **Manitsas – Dock:** After discussion about the need to merge lots in order to place an accessory structure on a lot that does not have a primary structure, the Manitsas said they did not want to merge the lots and shouldn't be forced to do so. Mike Bonanno moved to deny the application due to the no-accessory-without-primary requirement; Don Dubrulle seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; motion passed and permit denied. ***Kristi Garofalo will notify the ZBA of the Manitsas application for a special exception. Don Dubrulle will provide a previous opinion from District legal counsel regarding the no-accessory-without-primary question for Board members, the ZBA and for use in the denial letter.***
- **Carlson – Shed:** The Board reviewed the application packet and Zoning Officer Finnegan noted his recommendation for approval. After discussion, Mike Bonanno moved to accept the application as complete; David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; motion passed. Debbie Fisk moved to approve the application; David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; motion passed. ***Kristi Garofalo will leave permit out for Mike Bonanno to sign and then fax it to Haverhill.***

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: House debris organized/piled. ***Mike Bonanno will contact homeowners regarding future plans.*** 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.
- **Auction Signs:** ZO Report: Bear Road tax signs Map 204, Lot 150. ***Mike Bonanno will contact lot owner.*** Continue to monitor.
- **Brady – Kearsage – Driveway Permit: ZO Report:** No major changes to site. ***Mike Roberts will contact homeowner regarding future plans.*** Continue to monitor.
- **Ramaglia – Deerfield Drive – Driveway Permit:** ZO Report: No major changes to site. Continue to monitor.

Review of Application Tracking Report:

- **Mantia Application – New Home and Garage:** ZO Report: Work on driveway has begun; log home kit brought onto to site. ZBA variance application has been received. **Mike Roberts will contact the Town of Haverhill to confirm they will still take over maintenance of Killer Hill/White Mountain extension in 2021.** Continue to monitor.
- **Manitsas – Dock:** Letter received 3/13/21 from homeowners for ZBA consideration. (See above under Permit Applications)
- **Williams – New Home:** ZO Report: Additional documents received, special use permit; given direction by Town Road Agent on specifications; plot plan submitted; pending updated septic approval. (Tabled - See above under Permit Applications).
- **Davis – New Home (Hemlock):** Tabled 02/18/21 (See above under Permit Applications).
- **Carlson – Shed:** Application received 2/17/21, shed plans and plot plan submitted. Approved 3/25/21 (see above under Permit Applications). Transfer from Application Tracking Report to Zoning Permits Report.

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: Property owner submitted request for extension citing COVID-19 related delays. After discussion, Don Dubrulle moved to extend the permit expiration date for six months to expire September 2021. Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; motion passed. 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. Homeowner comment: waiting on weather and road bans cancellation. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible progress from the road. Continue to monitor.
- **Morrison – Garage:** ZO Report: Continued work on exterior of structure. Continue to monitor.
- **Martel – House and Garage:** ZO Report: Main structure assembled/framed. Continue to monitor.

New Business:

- **Board Elections:** Mike Bonanno reported he and Don Dubrulle were re-appointed by the Commissioners for three-year terms. Don Dubrulle nominated Mike Bonanno as Planning Board chair; David Martella seconded. Roll Call Vote: Mike Bonanno-Abstain; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; David Martella-Aye; Mike Bonanno was elected chair. Mike Bonanno nominated Don Dubrulle as Planning Board vice-chair; David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle-Abstain; Debbie Fisk-Aye; David Martella-Aye; Don Dubrulle was elected vice-chair.
- **Fisk Correspondence:** The Board reviewed an email from Debbie Fisk regarding selling bundled wood, possibly at the cluster mailbox. After discussion, the Board agreed such an activity did not require a permit but should be referred to the Commissioners for approval. **Mike Roberts will take the question to the next Commissioners meeting.** The Board also reviewed Debbie Fisk's application to demolish part of an old shed on her property. After discussion, Mike Bonanno moved to accept the application to demolish as complete; Don Dubrulle seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Abstain; David Martella-Aye; motion passed. Don Dubrulle moved to approve the permit to demolish; David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Abstain; David Martella-Aye; motion passed. **Kristi Garofalo will leave permit out for Mike Bonanno to sign and then fax it to Haverhill.**
- **Wood Correspondence:** The Board reviewed an email and photos from Jason and Megan Wood regarding storm damage to their property and asking if a zoning permit was needed to make roof and siding repairs. After discussion, the Board agreed the storm repairs were considered home maintenance and could be made without a permit.

Old Business: NONE

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board:

- **Permit Fee Increase:** Don Dubrulle noted permit fees have been the same for several years and should be increased. The Board agreed **Kristi Garofalo will put permit fees on the April agenda.**

Next Meeting Date: Thursday, Apr. 15 at 6:30 pm via Zoom

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

Respectfully submitted,
Kristi Garofalo