



TOWN OF DEERING

762 Deering Center Road
Deering, NH 03244

Special Selectmen's meeting

Final Minutes for August 23, 2023

The meeting was called to order at 5:30PM by Chair Jill Smith.

Present: Selectmen Jill Smith, Chair, Roy Watson, and Steve Diers. Also, Town Administrator Peter Flynn and several residents in audience

The Pledge of allegiance was recited.

Item #1

Guest was Michael Borden who purpose to attend the meeting was to give a better understanding of how issues at the Building Inspector Department worked.

Jill asked Mike to walk the Board through the process of issuing various permits, Mike explained that initially the clerk receives the application and sends it to him for review. He then reviews and checks if the clerk lists all the setbacks etc. related to the form. Questions could be asked of the applicant. The Planning and Zoning issues are considered regarding the watershed issues before the permit is issued. All others are just reviewed according to zoning.

Mike approves the application and contacts project owner and collect fees and issues actual permit. Applicant must call Mike when each inspection is required. Often time he reviews engineering plans if necessary as they are usually reservoir properties.

Jill stated that the watershed goes to Planning Board and Zoning Boards as she quoted regulation 4.5 and 6B. Mike then read the article aloud the criteria for this law. Mike thought the Planning and Zoning administrator verified the applications. He needs to take over the information to the ZBA.

Jill asked about the building permit in question being issued only when the fee is accepted, and it needs at least one signature on file.

RSA 674.41 is not a class VI or private road unless a waiver is signed off (recorded at registry of deeds) not required by the BOS. Board asked if we have a form and if not, we should get one developed.

Mike referred to Don Super and the neighbor beyond his property Mr. Encarnacion. Mr. Encarnacion must follow the same agreement. Mr. Super had a professional design and is required to live up to the agreement. The (camper) mobile home is valid for one year if permit is issued. Jill mentioned that the Board of Selectmen needs to approve permit for the mobile home.

As he needs a permit from the Board of Selectmen. Jill asked for the difference between a major and minor building permit. Jill also stated that the septic permit goes to State for their approvals. Mike inspects septic systems with designer and contractor, and he also gives the approval 'stamp'. The cost of inspections averages about \$100.00.

The subject of 34 Chipmunk Lane was discussed, and it was stated that the Zoning Board held it back as the owner can make a return application to the Zoning Board. The Board asked if Mike could assist on the Chipmunk Lane project and rectify the issue. After 180 days a permit is null and void if no progress has taken place.

Driveway permits were discussed. On Class VI Road permits the Board of Selectmen is the authority on Driveway Permits. Further discussion re: Class VI roads-driveway permit is a regular document, and the Road Agent approves the access. Forms are still acceptable.

6:00PM

Moving on to other agenda items:

Item #2

Outstanding items- Steve inquired about road improvements. The Class VI permit should be reviewed.

Motion by Steve to accept and tentatively purchase Calcium bids at 20-2000 @\$680.00 per pack from Hardcross Chemicals totaling \$13,600 plus \$75.00 delivery fee. Seconded by Roy and motions passed 3-0.

Item #3

Jill moved to accept the resignation of Brian Houghton as Road Agent, seconded by Roy Watson. All voted yes 3-0

Roy stated that Brian went to the max for his subordinates. Steve was disappointed but wished him well in the future.

Chair Smith made a motion to seal both sets of Non-Public minutes from August 22, 2023. Seconded by Selectman Watson, because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. Vote by Roll Call: Chair Smith – yes, Selectman Watson – yes and Selectman Diers – yes.

Chair Smith made a motion to go into Non-Public Session at 6:37pm per RSA 91 A-3, II, (a), (b) & (c) Seconded by Selectman Diers.

Vote by Roll Call: Chair Smith – yes, Selectman Watson – yes and Selectman Diers – yes

The Board of Selectman came out of Non-Public Session at 8:43pm

Chair Smith made a motion to seal the minutes. Seconded by Selectman Diers, because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board.

Vote by Roll Call: Chair Smith – yes, Selectman Watson – yes and Selectman Diers – yes.

Chair Smith made a motion to adjourn the meeting at 8:44pm. Seconded by Selectman Watson. Motion passed 3-0.

Respectfully Submitted,

Peter Flynn

Peter Flynn
Town Administrator