



**Canaan Planning Board**  
Minutes  
Meeting of January 10, 2013

**Call to Order**

7:05 Joe Frazier called the meeting to order. Members present: Barbara Dolyak, Joe Frazier, Chuck Townsend, Steve Ward and Marcia Wilson.

**Minutes review**

Chuck Townsend read the minutes from the December 13, 2012 meeting. Marcia Wilson moved that the board accept the minutes with a date correction. After a second by Steve Ward the motion was approved.

Chuck Townsend read the minutes from the December 14, 2012 site review meeting. Steve Ward moved that the board accept the minutes as written. After a second by Barbara Dolyak the motion was approved.

**Correspondence Review**

Board of Selectmen/Town Administrator — Thank You announcement to employees and volunteers for service and work to improve our town.

Notice of Public Hearing — Jan. 8, 2013 in Danbury regarding Ragged Mountain Ski Area expansion.

UVLSRPC — 10-year review, Transportation Project Status Report

*Town and City Magazine* — Nov/Dec edition

**Other Routine Business**

Chuck Townsend offered to send a note to the Enfield Planning Board asking that the Canaan Planning Board be informed of and included in planning for zoning changes along U.S. Route 4. Marcia Wilson moved and Steve Ward seconded a motion that the Board authorize Chuck Townsend to send such a note, and the motion was approved.

**Master Plan Discussion**

Board members present reviewed the changes previously discussed for the survey document, and continued reviewing and making changes in the entire document. Joe Frazier will convey the changes discussed to John Bergeron for his preparation of the final survey.

**Other Routine Business**

Marcia Wilson announced that at 6pm on March 11, 2013 Cardigan Mountain School will host a recognition dinner for town employees and volunteers.

**Adjournment**

8:55 Chuck Townsend moved adjournment, with a second from Marcia Wilson. Motion was approved.

Respectfully submitted  
Chuck Townsend, Scribe



**Canaan Planning Board**  
Minutes  
Meeting of January 24, 2012

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Joe Frazier, Chuck Townsend, and Steve Ward.

**Minutes review**

Chuck Townsend read the minutes from the January 10, 2013 meeting. Steve Ward moved that the board accept the minutes as tweaked. After a second by Joe Frazier the motion was approved.

**Correspondence Review**

*Town and City Magazine* – Jan/Feb edition  
DES notice of approval.

**Master Plan Survey Work**

Board members reviewed and revised the cover letter and the survey. John Bergeron will incorporate the final changes and prepare copies to be handed out at the Canaan Deliberative Session on February 2, 2013. Chuck Townsend agreed to generate a Survey Monkey version of the survey so residents can submit it online.

The survey due date was set at March 29<sup>th</sup>, 2013. A public hearing will be held at the regular planning board meeting on Thursday April 25 at 7:15 pm in the Mascoma Senior Center.

**Other Business:**

John Bergeron reported that Andrew Musz is willing to continue to serve out his term. The seats for Joe Frazier and Chuck Townsend will be open for election this spring.

Andrew Musz having resigned as Chair, Chuck Townsend moved that the board open nominations for Chair. Steve Ward seconded the motion. Barbara Dolyak nominated John Bergeron with a second from Chuck Townsend. Nominations were closed. The vote for John Bergeron as Chair was unanimous. John Bergeron, with a second from Steve Ward, nominated Chuck Townsend as Vice Chair. Nominations were closed. The vote for Chuck Townsend as Vice Chair was unanimous

No new applications have been received.

**Adjournment**

8:50 Steve Ward moved adjournment, with a second from Joe Frazier. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
**Minutes**  
**Meeting of February 14, 2013**

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Marcia Littlefield, Chuck Townsend, and Steve Ward.

**Minutes review**

John Bergeron read the minutes from the January 24, 2013 meeting. Barbara Dolyak moved that the board accept the minutes. After a second by John Bergeron, the motion was approved.

**Correspondence Review**

Request for Approval for Subdivision for property of Katherine Tibbits

**Conceptual Review — Mark Sanbourne Property**

Mark Sanbourne and surveyor Scott Sanborn met with the board. The proposal is to subdivide Map 13 Lots 20 and 21 into 7 lots served by existing Remeor Road and two driveways. Three lots would be served from the improved part of Remeor Rd up to a hammerhead turnaround 273' from Route 118 and two lots from the remainder of the road. Lot 21-4 would be served by a driveway from Jerusalem Road and Lots 20-1 and 20-2 would be served by driveway from Rt 118.

The board discussed the grade of Remeor Rd, and the suggestion to move the entrance of Remeor Rd to provide a pad at the edge of Rt 118 and leave Remeor Rd at 14% grade, instead of the 16% grade that exists now. The approval process for a rebuilding of a Class VI road off its indeterminate right of way was not clear to board members.

John Bergeron suggested that a new private road might be easier to develop, because the approval process is clear. A new private road could also have a more gentle grade and serve a number of the lots. Mark Sanbourne and Scott Sanborn will investigate that alternative.

**Other Business:**

Chuck Townsend moved that we appoint Carol Ann Morrison and Kathi Meyerson as alternate members of the planning board. Marcia Littlefield seconded the motion and the board approved it. Chuck Townsend will notify them that they can be sworn in by the town clerk.

John Bergeron moved that we appoint Marcia Littlefield as an alternate member of the planning board from the time her term ends. Chuck Townsend seconded the motion and the board approved it.

**Master Plan Survey Work**

Board members reviewed the suggestions for changes in the survey as suggested by Town Administrator Michael Samson and approved a number of those suggestions.

John Bergeron reported that one can produce professional looking online surveys just like SurveyMonkey using Google Docs, at no cost. Chuck Townsend agreed to investigate producing a Google Docs survey.

**Adjournment**

8:25 Marcia Littlefield moved adjournment, with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
**Minutes**  
**Meeting of February 28, 2013**

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Marcia Littlefield, Chuck Townsend, and Steve Ward. John Bergeron welcomed Kathi Meyerson as an alternate member and appointed her to fill Andrew Musz's seat. Carol Ann Morrison was present as an observer pending her swearing by the town clerk.

**Minutes review**

Chuck Townsend read the minutes from the February 14, 2013 meeting. Several typographical errors were noted. Barbara Dolyak moved that the board accept the minutes with corrections. After a second by Marcia Littlefield the motion was approved.

**Correspondence Review**

New address notification from Town Attorney Bernie Waugh.

**Pit Closure Discussion, Casperson gravel pits**

John Bergeron read the closure plan prepared by Bill Wanner for David Roby, who now owns the Casperson property. John Bergeron mentioned that pit closures in any areas visible from a public road and which were previously forested should be replanted. Other questions included vernal pool size and whether any state notification of vernal pool modification is necessary. Joe Frazier has photographs which he will provide for review at a public hearing.

A public hearing will be scheduled for March 28<sup>th</sup> at 7:15 at Mascoma Senior Center.

**Master Plan Survey**

John Bergeron reported that Mike Samson clarified a survey question he had proposed and which we had not understood. Marcia Littlefield moved we accept the survey for duplication in its current form, with a second from Steve Ward. The board approved the motion. John Bergeron will prepare the print document and Chuck Townsend will prepare an online version.

**Discussion of Employee and Volunteer Recognition Dinner**

The board reviewed slides that Mike Samson prepared to share during the March 14<sup>th</sup> dinner that describe recent planning board accomplishments. Board members accepted the accomplishments list, with some questions about the implication on one line that the board is responsible for enforcement.

**Other Routine Business**

No new applications have been received.

John Bergeron thanked retiring member Joe Frazier for his service on the board.

**Adjournment**

7:45 Marcia Littlefield moved adjournment, with a second from Kathi Meyerson. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of March 14, 2013

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Joe Frazier, and Chuck Townsend. John Bergeron appointed Alternate Member Kathi Meyerson to fill Andrew Musz' seat.

**Minutes review**

Chuck Townsend read the minutes from the February 14, 2013 meeting. Several errors were noted. Barbara Dolyak moved that the board accept the minutes with corrections. After a second by Kathi Meyerson the motion was approved.

**Correspondence Review**

NH Building Officials Association - Notice about a one-day class.

**Voluntary Merger, Donald Carpenter/Goss Trust properties, Map 1-6 Lots 70 and 71**

John Bergeron read the annexation covenant. The board discussed the definition of abutters for properties on opposite sides of a road. Chuck Townsend moved that the board approve the annexation covenant. Joe Frazier provided the second and the annexation was approved. Board members signed the covenant.

**Routine Business**

Joe Frazier, who retiring as planning board secretary, described the work that the position entails. Chuck Townsend nominated Barbara Dolyak as Secretary. The nomination was seconded by John Bergeron and approved, and Barbara Dolyak accepted provisionally.

John Bergeron had arranged for volunteers to distribute Master Plan Surveys at the Town Meeting Voting Session and over 900 copies were distributed. Chuck Townsend prepared the Google Forms version for on-line use and shared an example of the results from the first online respondents. Board members decided to handle the paper forms received by entering them into the online form.

**Preliminary Completeness Reviews**

John Bergeron reviewed the application for the proposed subdivision of the Katherine Tibbits property at Map 9 Lot 33.2. Chuck Townsend moved that the planning board find the application sufficiently complete to schedule a public hearing. Kathi Meyerson seconded the motion and the board approved the motion. The public hearing will be held on April 11 at 7:15 at the Mascoma Senior Center.

John Bergeron reviewed the application for the proposed subdivision for the Stuart and Mary Blain property at Map 5 Lot 23. Chuck Townsend moved that the planning board find the application sufficiently complete to schedule a public hearing. Kathi



Meyerson seconded the motion and the board approved the motion. The public hearing will be held on April 11 at 7:30 at the Mascoma Senior Center.

**Adjournment**

8:05 Chuck Townsend moved adjournment with a second from Barbara Dolyak. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of March 28, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Kathi Meyerson, Chuck Townsend and Steve Ward.

**Minutes review**

Chuck Townsend read the minutes from the March 14, 2013 meeting. A couple of date errors were noted. Kathi Meyerson moved that the board accept the minutes with corrections. After a second by Barbara Dolyak the motion was approved.

**Correspondence Review**

NH OEP — Announcement of 19<sup>th</sup> Annual Spring Planning and Zoning Conference

**Reclamation Plan for the Former Casperon Gravel Pits**

John Bergeron opened the public hearing. Bill Wanner pointed out that the State would have no concerns about creation of new vernal pools. The only pit for which a new pool is planned is near the sugar house.

Bill Wanner agreed to plant trees after reclamation of the pit area near Prospect Hill Road.

John Bergeron moved that the Board accept the Pit Closure and Reclamation Plan as discussed. There was a second from Barbara Dolyak. The Board approved the Plan and signed a copy for our records and for the Roby Trust.

**Routine Business**

Some 150 paper copies of the Master Plan Survey had been returned either to the Senior Center or the Town offices. John Bergeron divided them into piles for each member and the Board members agreed to enter them in the on-line form before the next Board meeting, so that Chuck Townsend can prepare a preliminary analysis before the April 25<sup>th</sup> public hearing on the survey.

**Board of Adjustment Appointments**

Planning Board needs to recommend Board of Adjustment members to the Select Board. The term for Mike Roy is up for renewal, and he could be appointed for a new three-year term. Scott Berry, a current alternate, could be elevated to full membership. Marcia Littlefield agreed to be a board member. Chuck Townsend moved that we recommend that the select board appoint Mike Roy and Scott Berry as members of the Canaan Board of Adjustment and Marcia Littlefield as an alternate. Barbara Dolyak provided the second and the motion was approved.

**Annexation Covenant/Voluntary Merger, Map 9 Lots 84 & 104**

John Bergeron distributed the application and copies of deeds from Philip and

Ruth R. Lazowski. The Board was concerned that the deeds are for properties with frontage on Clark Hill Road, while the map shows lakefront property between Fernwood Farms Road and Canaan Street Lake. Steve Ward moved that John Bergeron research the location and that the Board approve the merger of the two lots conditional on the Chair being satisfied that the location on the application was correct. Barbara Dolyak seconded the motion. The board approved and signed the covenant.

**Preliminary Completeness Reviews**

No new applications have been received.

**Adjournment**

8:15 Barbara Dolyak moved adjournment with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of April 11, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, David McAlister (board representative), Kathi Meyerson, Chuck Townsend and Steve Ward. John Bergeron appointed alternate member Carol Morrison to fill Andy Musz's seat.

**Minutes review**

Chuck Townsend read the minutes from the March 28, 2013 meeting. Members provided recommendations for clarifications. Steve Ward moved that the board accept the minutes with corrections. After a second by Barbara Dolyak the motion was approved.

**Correspondence Review**

Vital Communities – brochure

Dept. of Environmental Services – Announcement of Drinking Water Conference

OEP – Announcement of Planning and Zoning Conference, May 11

**Public Hearing - subdivision of Katherine Tibbits property, Map 9 Lot 33.2**

7:15 John Bergeron opened the public hearing. Scott Sanborn was present representing the applicants. Chuck Townsend moved that we find the application complete for review. After a second by Barbara Dolyak the motion was approved.

The subdivision would create two lots. The lots, designated as Lot 1 (1.62 acres) and Lot 2 (2.18 acres), have houses both of which have been served by Tibbits Lane, a private way serving those two dwellings and a third dwelling on a separate lot. The planning board had questions about whether Tibbits Lane could qualify as a driveway since after subdivision it would serve three lots and three dwellings. The town regulations define a driveway as serving not more than two lots or dwellings. The road is steep and narrow and would not satisfy town road regulations. Scott Sanborn requested a waiver since the subdivision would not entail any change of use of the road. Kathi Meyerson moved that the planning board waive the requirement that the driveway called Tibbits Lane should serve only two dwellings on two lots based on the planning board approval of it in 2004 serving the same three dwellings. Carol Morrison provided the second and the motion passed. John Bergeron closed the public hearing. Steve Ward moved that we approve the subdivision with the waiver. After it was seconded by Kathi Meyerson, the motion was passed.

**Public Hearing - subdivision of Stuart and Mary Blain property, Map 5 Lot 23**

7:45 John Bergeron opened the public hearing. Scott Sanborn was present representing the applicants. John Bergeron reviewed the subdivision checklist. The board found the checklist complete for public hearing.

The new Map 5 Lot 23-1 property would have 7.35 acres and the Map 5 Lot 23-2 property would be 13.6 acres. Since both lots are over 5 acres no state approvals would be required. A single driveway currently serves both lots but the current driveway may be divided to serve the dwelling and the business separately, with a common entrance from the road. Steve Ward moved that we approve the subdivision as presented. After David McAlister's second the motion was approved.

### **Conceptual Review - Proposed subdivision of Jim Linn's farm.**

The subdivision would create a large interior lot from some of the farm property. Scott Sanborn distributed a subdivision sketch which shows a 2,150 foot right of way to the lot along an existing trail. There were questions whether the narrow 25' access to the farm from Orange Road, now used as a snow machine trail, would provide adequate access.

### **Preliminary completeness review of filed applications**

The board has received a minor subdivision application for Wallace and Carol Andrew for property shown as Map 17 Lot 47 at 176 Roberts Road. John Bergeron reviewed the application. Chuck Townsend moved that the board find the application sufficiently complete for scheduling a public hearing. Steve Ward provided the second and the motion was passed. Public hearing will be scheduled for 7:15pm on May 9<sup>th</sup> at the Mascoma Senior Center.

### **Committee Reports**

Chuck Townsend gave a preliminary report regarding the Town Survey Questions. The board will schedule a Public Hearing at the Planning Board Meeting on Thursday April 25 at 7:15pm at the Mascoma Senior Center .

### **Adjournment**

8:15 Barbara Dolyak moved adjournment with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of April 25, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, David McAlister (select board representative), Chuck Townsend and Steve Ward.

**Minutes review**

Chuck Townsend read the minutes from the April 11, 2013 meeting. A spelling error was noted. David McAlister moved that the board accept the minutes with the correction. After a second by Steve Ward the motion was approved.

**Correspondence Review**

Enfield Planning Board – notice of lot line adjustment for property on Mud Pond Rd in Enfield.

NRCS – notice of informational meeting about work of the USDA Natural Resources Conservation Service in Plymouth

**Public Discussion – Canaan Master Plan Survey**

Board members and seven residents present reviewed the process used in which survey data was collected and compiled. The board distributed a document with percentage results of survey items with clear sections. Members and residents reviewed the summary document.

John Bergeron suggested that the board determine how many of the 33 people who indicated that they were willing to help would be able to work actively on revision of Canaan's Master Plan. He suggested that if a good number of people continue as volunteers we would be able to divide into sub-groups focusing on individual chapters.

**Adjournment**

9:00 Barbara Dolyak moved adjournment with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of May 9, 2013

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, David McAlister (select board representative) and Chuck Townsend. John Bergeron appointed Carol Morrison to fill Steve Ward's seat.

**Master Plan Revision Discussion**

John Bergeron distributed a sign-in sheet for residents interested in participating in the work. The board and the twelve residents who signed in began discussion of the Vision section of the current Master Plan. The discussion was recessed at 7:15.

**Public Hearing - subdivision for Wallace and Carol Andrew, Map 17 Lot 47**

7:15 David McAlister moved and Carol Morrison seconded the motion that application is complete for review. Chris Rollins, surveyor, was present representing the applicants. Abutter David Kellogg was present. Mr. Rollins described the proposed subdivision on Roberts Road. The new lot, Map 17 Lot 47-1, 5.25 acres, would be accessed by the existing driveway on the 28.9 acre remainder property. John Bergeron closed the Public Hearing. David McAlister moved and Carol Morrison seconded the motion to approve the application as presented. The motion passed unanimously.

**Master Plan Revision Discussion (reconvened)**

7:30 The group discussed what the vision statement should look like. The present vision is largely a summary of the later sections, and there were suggestions that it be rewritten as a more abstract vision of what it should be like to live in the town. Biff Simson suggested introductory paragraph that is general, with a few bullet points and a closing statement. The twelve residents present supported this approach. Participants liked the Goshen town vision statement and we went around the room with each resident suggesting other ideas that might be incorporated in the Canaan vision, and they were collected on a flip chart. Biff Simson, Kevin Howard and Jim Nowell volunteered to work the ideas into a statement that we can consider at the next meeting in two weeks.

**Minutes review**

Chuck Townsend read the minutes from the April 11, 2013 meeting. A spelling error was noted. David McAlister moved that the board accept the minutes with the correction. After a second by John Bergeron the motion was approved.

**Correspondence Review**

Town & City – NH Municipal Association journal for May and June.

**New Hampshire Planning and Land Use Regulation** – John Bergeron received two copies and David McAlister will check on the availability of additional copies.

**Adjournment**

8:52 David McAlister moved adjournment with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair





**Canaan Planning Board**  
Minutes  
Meeting of May 23, 2013

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, David McAlister (select board representative), Chuck Townsend and Steve Ward. John Bergeron appointed alternate Carol Morrison to fill Andrew Musz's seat.

Master plan discussion volunteer participants included Kevin Howard, Kati Lary Jopek, Wayne Morrison, Jim Nowell, Biff Simpson and Arnold Song.

**Master Plan Revision Discussion**

John Bergeron distributed two alternative vision statements. The board and public members discussed and made revisions to the proposed vision. At the end participants agreed to bring the following draft forward:

Canaan will maintain the quaint rural atmosphere currently enjoyed, while increasing the sense of community for our residents. The town will be an attractive area with well-maintained homes, small family farms, organic farms, orchards and a vibrant town center. Our school system will be a source of pride: student performance and graduation rates will be measurably better than state averages. The vision will be met within fiscal constraints and a zero net tax increase by attracting small service oriented businesses, as well as "green" businesses with an eye towards technology and renewable resources. Canaan will take steps to meet residents' shopping needs by attracting a supermarket. Town road systems and buildings will be maintained and improved where needed. Lower maintenance costs and improved safety will be the cornerstone of all work undertaken. The town will encourage the expansion of existing parks and open spaces as well as the development of new ones. Our parks will be a four season source of enjoyment for not only our own residents but also residents of surrounding areas. When people visit Canaan they will leave wanting to come back and visit again, or maybe call it home in the near future.

John Bergeron presented a sheet with the chapter headings of the current master plan and the New Hampshire suggested chapters. After discussion we agreed to work on revising the following current chapters, with chapter leadership as shown:

Vision for Canaan's Future	(draft above)
Canaan's People	(Chuck Townsend and Barbara Dolyak)
Housing	(Melissa Allen and Carol Ann Morrison)
The Canaan Economy	(Arnold Song and Biff Simpson)
Our Town Buildings and Services	(Steve Ward and Kati Lary Jopek)
Our Road and Transportation Systems	(Biff Simpson and Pat Danielson)
Natural Resources and Recreation	(Alisa Harris and Kati Lary Jopek)
Preserving Our History	(John Bergeron and Chuck Townsend)

Land Use (Alisa Harris, Melissa Allen, Jim Nowell and John Bergeron)

We discussed adding the following chapters:  
Utilities and Public Services (Chuck Townsend and Biff Simpson)  
Regional Concerns (Carol Ann and Wayne Morrison)  
Energy (Kevin Howard, Jim Nowell and Chuck Townsend)

Chapter leaders will begin work on their own and will report on progress at the next master plan work meeting, which was scheduled for on June 27.

### **Minutes review**

Chuck Townsend read the minutes from the May 9, 2013 meeting. Several errors were noted. David McAlister moved that the board accept the minutes with corrections. After a second by Steve Ward the motion was approved.

### **Correspondence Review**

UVLSRPC - 50<sup>th</sup> Annual Meeting notice and invitation for Tue, June 18 2013 at 5:00pm

Conn. River Joint Commissions - *Water Resources Management Plan*

Right to know request for all known documents related to Canaan Fair Speedway.

### **Preliminary Completeness Review**

Board members reviewed a subdivision application for the Map 13 Lot 2 property on Cider Mill Road owned by the Lary Family Trust. David McAlister moved, with a second from Chuck Townsend, that we find the application sufficiently complete for public hearing. The hearing was scheduled on June 13 at 7:15 at the Canaan Senior Center.

### **Other Business**

Steve Ward will meet with Mike Samson in early June to start the 2013 Capital Improvements Program process.

### **Adjournment**

8:52 David McAlister moved adjournment with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of June 13, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, David McAlister (select board representative), Chuck Townsend and Steve Ward. John Bergeron appointed alternate Carol Morrison to fill Barbara Dolyak's seat.

**Minutes review**

Chuck Townsend read the minutes from the May 23, 2013 meeting. David McAlister moved that the board accept the minutes. After a second by Carol Ann Morrison the motion was approved.

**Correspondence Review**

Nothing new had arrived.

**Public Hearing – Minor subdivision on Cider Mill Road**

7:15 John Bergeron opened the public hearing. Kenneth Lary, trustee of the Lary Family Trust, and Scott Sanborn, engineer were present to present the minor subdivision of property at Map 13 Lot 2 on Cider Mill Road. The plan would create a new lot, Map 13 Lot 2-1, of 12.02 acres, with access through the remainder lot which would have about 244 acres. The new lot fronts on Cider Mill Road, but the subdivision proposes using the right of way in order to avoid wetlands. John Bergeron closed the hearing.

David McAllister moved that we accept the plan as presented. Steve Ward provided the second and approval was unanimous. John Bergeron signed the Mylar.

**Informal Discussion**

7:30 Scott Sanborn from Cardigan Mountain Land Surveys, LLC met with the board concerning the feasibility of a minor subdivision of land at Map 8, Lot 44, owned by Dean Vanier and Rachelle Manning. The land is off a discontinued road, Bull Run, that is currently used for parking for visitors to the Bear Pond Conservation Area. Mr. Vanier wants to insure that the area near the Mascoma River bridge onto the conserved land remains available for accessing the land. The discussion reviewed options of subdividing as a dedicated, non-building lot, granting the land to the Mascoma Watershed Conservation Council for addition to the Bear Pond Conservation Area, and creating a conservation easement on the land.

**Report on the status of DUV Enterprises**

This previously conditionally approved development off of Route 118 will be reviewed on June 27, 2013 prior to the final signing of the Mylar. John Bergeron reviewed the March 12, 2012 proposal, the conditions specified following that hearing, and the new plan. The planning board will decide whether the plan as presented meets the conditions specified.

Board members reviewed a micro plat of the revised plan and the inspection and maintenance manual submitted as one of the conditions. John Bergeron will send editorial corrections discovered in the manual to engineer Charlie Hirshberg for incorporation in the final document.

### **Appointment of Alternate Member**

John Bergeron nominated Arnold Song as an alternate member. David McAlister seconded the nomination. The board approved the nomination and John Bergeron will notify Arnold Song of the next steps.

### **Committee Reports**

Steve Ward of the CIP committee met with Mike Sampson on June 5. They will continue to meet to discuss capital equipment, roads and bridges, and they expect to finish work by the end of August.

### **Adjournment**

8:20 David McAlister moved adjournment with a second from Carol Ann Morrison. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of June 27, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, David McAlister (select board representative), Chuck Townsend and Steve Ward. John Bergeron appointed alternate Carol Morrison to fill Barbara Dolyak's seat, and Arnold Song to fill Andrew Musz's seat.

**Minutes review**

Chuck Townsend read the minutes from the June 13, 2013 meeting. David McAlister moved that the board accept the minutes with minor corrections. After a second by Carol Ann Morrison the motion was approved.

**Correspondence Review**

**OEP** – Annual questionnaire on planning and land use. John Bergeron will prepare the response as he has done for the past several years.

**Other Routine Business and Announcements**

None

**Conceptual discussion for Subdivision for Michelle Lewis**

7:15 Tim Lewis was present to discuss subdivision of land owned by Michelle Lewis off Fernwood Farms Road. The Map 9 Lot 71-1 property would be divided into six lots. Erin Darrow, PE had prepared a road standards review for Enchanted Way and her reservations about its conformance to town standards. John Bergeron read the report for the board's consideration. The board discussed additions that will be required on the final map, including definition of road access for surrounding lots.

**Status Report on the Shuttleworth Farms Subdivision**

7:40 Charlie Hirshberg, CLD Engineers, reviewed the documents requested by the planning board for the Phase I Development off Rt 118 before final approval and signing of the Mylar. Karl Klinges, owner, and Wolfgang Kannler, owner's representative, were present. The board approved the documents as completing the requirements that the board had set. John Bergeron accepted the Mylars and will sign them.

**Conceptual Review of Preliminary Application**

7:50 Michelle Munro, of 55 Serendipity Lane, was present to discuss subdividing a small lot from the Map 15C, Lot 42A property. The board recommended contacting a surveyor to help guide the process.

**Discussion of Master Plan Revision**

Bob Scott, Canaan's Highway Supervisor, and Chris Wadsworth were present and

accepted leadership in preparation of the “Our Road and Transportation Systems” section.

Members discussed sources and progress in data collection. The next Master Plan work meeting will be scheduled for the July 25, 2013 planning board meeting.

**Adjournment**

8:30 David McAlister moved adjournment with a second from Carol Ann Morrison. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Minutes  
Meeting of July 11, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Kathi Meyerson, Chuck Townsend and Steve Ward. John Bergeron appointed alternate Carol Ann Morrison to fill Barbara Dolyak's seat, and Arnold Song to fill Andrew Musz's seat.

**Minutes review**

Chuck Townsend read the minutes from the June 27, 2013 meeting. Kathi Meyerson moved that the board accept the minutes. After a second by Carol Ann Morrison the motion was approved.

**Correspondence Review**

No new correspondence

**Other Routine Business and Announcements**

None

**Property Annexation Review – Property of Beverly Dube on Route 4**

7:15 John Bergeron circulated the application and deeds for the Beverly Dube property annexation covenant. There being no concern about the annexation. Steve Ward moved that we approve and sign the covenant. and Kathi Meyerson seconded the motion. The motion passed and board members signed the covenant.

**Other Business**

Capital Improvement Plan committee members met on July 9 to review projections for improvements to town buildings and bridges which town administrator Michael Samson had prepared. The next meeting will review major and minor capital expenses.

**Adjournment**

7:30 Chuck Townsend moved adjournment with a second from Steve Ward. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Approved Minutes  
Meeting of July 25, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Dave McAllister (Select Board ex officio), Kathi Meyerson, Chuck Townsend and Steve Ward.

**Minutes review**

Chuck Townsend read the minutes from the July 11, 2013 meeting. Steve Ward moved that the board accept the minutes. After a second by Kathi Meyerson the motion was approved.

**Correspondence Review**

NHMA – New Hampshire Town and City magazine, July/August 2013

**Other Routine Business and Announcements**

None

**Preliminary Review, Canaan Emergency Services Building Addition**

7:10 John Bergeron circulated the business plan and design for the proposed connection between the existing police building and fire department. There was discussion of the advisability of holding a public hearing on the plans. The planning board will hold a public hearing at 7:15 at the regular hearing on August 8, 2013 in the Senior Center building.

**Master Plan Discussion**

John Bergeron read the message from Carol Ann Morrison the section she is working on. Chuck Townsend reviewed work on the people section. Kathi Meyerson has met with people preparing her section and reviewed changes recommended. John Bergeron met with members of the land committee. That is the section with the specific requirements in legislation, which is to frame all other sections.

The board decided to ask a representative of each section committee to present findings at the meeting on August 22. Chuck Townsend will send out a notice to all participants.

**Other Business**

The CIP committee will meet on Monday July 29 to discuss major and minor capital equipment and mobile equipment.

The board reviewed several older land use maps from the Planning Board files.

**Adjournment**

8:00 Chuck Townsend moved adjournment with a second from David McAllister. Motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



## **Canaan Planning Board**

### **Minutes**

Meeting of August 8, 2013

#### **Call to Order**

7:20 John Bergeron called the meeting to order. Members present: John Bergeron, Dave McAlister, Kathi Meyerson and Steve Ward.

#### **Public Hearing**

7:22 John Bergeron opened a public hearing on the business plan and the design for a proposed building to connect the Police Station and the Fire Station structures to house Fast Squad personnel and ambulances which would be built on Town land. The Fast Squad was represented by Al Ricard, President, and Carol Goodman, Vice President. The Town was represented by Mike Samson, Town Administrator, Bob Scott, Highway Superintendent, and Sam Frank, Police Chief. Also present was Matt Dow, Contractor. Two residents of Canaan were in attendance as well: Milt Wilson and Carol Cushman.

Mike Samson explained that the proposed addition would enable the Fast Squad to offer 24 hour emergency service and public transport by providing garage space for a third ambulance, bunk facilities and office space. There would be additional space for the Police Department and a meeting room for the public which could accommodate 50 persons.

The Select Board has approved the proposal which would be funded by the Fast Squad by means of grants and loans obtained by it. The Town would be responsible for utilities and routine maintenance. The Town has signed a 20 year contract with the Canaan Fast Squad

7:30 When there were no questions from Board members or residents, John Bergeron closed the hearing. Kathi Meyerson moved that the Board recommend that the proposal is in compliance with RSA 674.54 – Governmental Land Use. With a second from Dave McAlister, the motion was approved unanimously.

### **Minutes Review**

7:35 John Bergeron read the minutes from the July 25, 2013 meeting. Dave McAlister moved that the Board accept the minutes. After a second by Kathi Meyerson the motion was approved.

### **Correspondence Review**

None

### **Other Business**

Steve Ward reported that the Capital Improvement Plan Committee met on August 6 to review projections for highway repair and reconstruction for 2014 and subsequent years.

### **Adjournment**

7:40 Steve Ward moved adjournment with a second from Dave McAlister, and the motion was approved.

Respectfully submitted,

Steve Ward, Acting Scribe



**Canaan Planning Board**  
Meeting of August 22, 2013  
Mascoma Senior Center  
Minutes

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Dave McAlister (Select Board ex officio), Kathi Meyerson, Chuck Townsend and Steve Ward. Alternate Carol Ann Morrison was appointed to fill Andrew Musz' seat. Arnold Song was present for discussion as an alternate, but not voting.

**Minutes review**

John Bergeron read the minutes. Dave McAlister moved that the board approve the minutes as read. After a second from Barbara Dolyak acceptance was voted.

**Correspondence Review**

Letter from Andrew Musz received Aug 22, 2013 resigning from Canaan Planning Board. The board accepted his resignation and expressed its appreciation for his long and valuable service.

**Other Routine Business and Announcements**

John Bergeron distributed a page with "Future Land Plan" bullets for discussion as part of the Land Use section of the Master Plan. The board reviewed and offered revision suggestions and a couple of addition suggestions for the bullets reviewed.

Board members reviewed progress on other sections for the Master Plan revision.

**Preliminary completeness review - Minor Subdivision at 56 Wescott Rd**

7:15 Owners Robert and Patricia Danielson were present as John Bergeron read through the subdivision application to check its completeness. The proposal for their Map 16 Lot 5 property would subdivide two new lots, Map 16 Lot 05A (5.16 acres) and Map 16 Lot 05B (2.14 acres), from the remainder of Map 16 Lot 05 (10.25 acres). The application was in order except for septic approval, which is required for the 2.14 acre lot. The Danielsons reported that this approval had been applied for but approval had not yet been received. Chuck Townsend moved and David McAlister seconded the motion that we schedule a subdivision hearing at 7:15 during the Sept. 12th meeting in the Mascoma Senior Center. The board voted approval of the motion.

**Scheduling of applications for formal submission**

None received

**Adjournment**

8:00 Chuck Townsend moved adjournment with a second from David McAlister. The motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair

Canaan Planning Board  
Approved Minutes  
Meeting of Sept 12, 2013

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: Barbara Dolyak, Steve Ward, Carol Ann Morrison, Dave McAlister, Kathi Myerson, Arnold Song

Visitors: Chris Paton, Mischelle Paton, Bill Sahlman (President C-21 Energy Shield), Pat Danielson, Robert Danielson, Tom Shields, Wayne Morrison

**Minutes Review:**

John Bergeron read the minutes from the August 22, 2013 meeting. Kathi Myerson moved, seconded by Dave McAlister and the motion to approve the minutes was approved.

**Correspondence Review:**

John Bergeron informed Board Members of Upper Valley Lake Sunapee Regional Planning Commission on Thursday Oct 3, 6-9pm at Canaan Meeting House. Board members should inform John if they plan on attending.

**7:15pm Public Hearing:**

- Subdivision of the Danielson property at 56 Wescott Road. John went over the application. All in order. Mr Paton: 17+- acres. No wetlands/water on property. Tom Shields is an abutter who was present at this meeting and he voiced no concerns. Motion made by Dave McAlister & seconded by Kathi. Passed unanimously. One full-size mylar print is needed and one more small plan is needed.

**Other Routine Business:**

- Master Plan Committee members need to meet amongst themselves and will be discussed at next meeting.
- Steve will have Capital Improvement Plan for next meeting.
- Kathi asked if there was a sign ordinance. Just in the historic district on Canaan St. There are some restrictions elsewhere in regards to signage
- No new applications received
- Next meeting Thursday, September 26 at 7 pm

**Adjournment:**

7:30 Barbara Dolyak moved adjournment with a second from Kathi Myerson. Motion was approved.

Respectfully Submitted by Barbara Dolyak, Temporary Scribe for this meeting.



**Canaan Planning Board**  
Meeting of September 26, 2013  
Mascoma Senior Center  
Minutes

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: Barbara Dolyak, Chuck Townsend and Steve Ward. Alternate Carol Morrison appointed to fill Kathi Meyerson's seat.

Visitors: Wayne Morrison

**Minutes Review:**

Barbara Dolyak read the minutes from the September 12, 2013 meeting. Steve Ward moved, with second by Carol Ann Morrison to approve the minutes with a minor addition. The motion was approved.

**Correspondence Review:**

Grafton County Conservation District — Fall newsletter  
UVLSRPC — Announcement of Regional Plan Meeting, 6-9pm on 10/3/2013

**Routine Business**

None

**Preliminary Completeness Review – Lot line adjustment; Property of Darlene & Larry Belloir**

Map 12 Lots 68a-4, 68A-5, 68A-6 and 68A-7 are contiguous and all owned by Darlene and Larry Belloir. After review of the application for adjustment of the lot lines interior to the lot, Chuck Townsend moved to judge the application complete for public hearing. After a second from Steve Ward the motion was adopted for a public hearing on Oct 24 at 7:15 at the Mascoma Senior Citizens Center.

**Other Business**

Steve Ward presented the Capital Improvement Program Committee's draft 2013 Report for Planning Board discussion. The expected life and date put in service have been added to the inventory. The board discussed the reasons for reduction in the bottom line from 2014 through 2019, when ideally a capital improvement program would project level funding over the years. In addition the board discussed the reasons that capital plans for buildings end in 2016. After discussion Barbara Dolyak moved that the board approve the plan for submission to the select board. Carol Ann Morrison seconded the motion and it was approved.

- Next meeting Thursday, October 10 at 7 pm

**Adjournment:**

8:10 Motion to adjourn was approved.

Respectfully Submitted by Barbara Dolyak,  
Temporary Scribe for this meeting

These minutes were reviewed and approved by the planning board.



**Canaan Planning Board**  
Meeting of October 10, 2013  
Mascoma Senior Center  
Minutes

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Kathi Meyerson, David McAlister (board representative), Chuck Townsend and Steve Ward. John Bergeron appointed alternate Carol Ann Morrison to fill Barbara Dolyak's seat.

Visitor: Wayne Morrison

**Minutes Review:**

Chuck Townsend read the minutes from the September 26, 2013 meeting. Steve Ward moved, with second by Carol Ann Morrison, to approve the minutes from the September 26 meeting. The motion was approved.

**Correspondence Review:**

No new correspondence

**Routine Business**

None

**Preliminary Completeness Review – Lot line adjustment; Property of Janet F. Labrie and Larry Labrie**

The board reviewed the application for lot line adjustment between Lots 10-15 and 10-13 on River Road and Gore Road. David McAlister moved that the board find the application sufficiently complete for a public hearing. Kathi Meyerson seconded the motion and it was approved for hearing on November 14 at 7:15 in the Senior Center..

**Master Plan Discussion**

John Bergeron distributed a draft outline of the Land Use section of the Master plan, and the board read through and considered the 34 points. A copy of the draft chapter is attached.

**Adjournment:**

8:10 David McAlister moved adjournment with a second from Barbara Dolyak. The motion was approved.

## **Land Use Section**

**"A land use section upon which all the following sections shall be based. This section shall translate the vision statements into physical terms. Based on a study of population, economic activity, and natural, historic, and cultural resources, it shall show existing conditions and the proposed location, extent, and intensity of future land use."**

## **Vision statement**

Canaan will maintain the quaint rural atmosphere currently enjoyed, while increasing the sense of community for our residents. The town will be an attractive area with well-maintained homes, small family farms, organic farms, orchards and a vibrant town center. Our school system will be a source of pride: student performance and graduation rates will be measurably better than state averages. The vision will be met within fiscal constraints and a zero net tax increase by attracting small service oriented businesses, as well as "green" businesses with an eye towards technology and renewable resources. Canaan will take steps to meet residents' shopping needs by attracting a supermarket. Town road systems and buildings will be maintained and improved where needed. Lower maintenance costs and improved safety will be the cornerstone of all work undertaken. The town will encourage the expansion of existing parks and open spaces as well as the development of new ones. Our parks will be a four season source of enjoyment for not only our own residents but also residents of surrounding areas. When people visit Canaan they will leave wanting to come back and visit again, or maybe call it home in the near future.



## **Future Land Use** (Revised 10/24/13)

### **Housing**

1. Outside of Canaan's village areas, discourage development other than farm, forestry, and low-density residential uses. Guide and direct higher density residential housing in or adjacent to Canaan's village areas.
2. Take measures to reduce flooding in the village and West Canaan. These measures should include prohibiting development in poorly drained soils and construction in the flood plain. Both soils and flood plain absorb storm water and delay release into flooded rivers.
3. Develop ordinances to control air, noise and water pollution, thereby improving residential neighborhood quality of life.
4. Establish a 150-foot minimum shore frontage requirement for new lots created fronting on Canaan's lakes and major ponds and the Mascoma and Indian Rivers west of Canaan Village, thereby reducing residential pollutants from entering our surface waters.
5. Allow high housing density where municipal sewer is available. High density housing should be allowed in a few other areas where larger lot size can accommodate septic needs.
6. Limit areas of town where multiple dwellings per lot are allowed, such as apartments, mobile home parks, condos, and family compounds, except in-law apartments. This will preserve open rural landscapes.

### **Economy**

1. Encourage small service oriented businesses and other low impact businesses throughout town. Applies to businesses that don't create problems such as noise, odor, bright lighting, or traffic.
2. Discourage the intrusion of commercial and industrial uses in residential neighborhoods. Develop off-highway malls along Route 4 for commercial and light industrial uses. Locate most commercial and light industrial development on routes 4 and 118, but set back from highway.
3. Adopt and enforce Site Plan and zoning regulations dealing with water protection, septic systems, and signage. Site Plan review doesn't regulate single family or two family residences, but it does apply to commercial properties, apartments, and other multifamily lots.
4. Restrict or prohibit commercial landfills and adult bookstores. Prohibit inappropriate businesses near schools.

5. Require a septic evaluation and a current septic permit for major building projects affecting habitable dwelling space. This will reduce dependence on inadequate septic systems as older homes and summer residences are modified. Conversion of summer camps to full time residences can create septic problems, if not addressed.

### **Town Buildings and Services**

1. Identify ordinances and regulations that contribute to the health, safety, and well-being of Canaan residents
2. Encourage contiguous and compact patterns of growth around existing village settlements and provide economic and timely provision and extension of public facilities and services.
3. Limit building height to 3 stories to avoid need for expensive fire department aerial ladder truck.
4. Consider regulations for cell tower placement.
5. Consider regulations for solar and wind power generation systems.
6. Implement impact fee.
7. Implement dark skies. Avoid street light that project upward.
8. Enforce junkyard regulations. Adopt and enforce additional regulation of junk in Canaan.

### **Road and Transportation Systems**

1. Eventual town acceptance of more populated private roads. Road maintenance and road quality will be improved, thereby increasing desirability of Canaan's residential real estate and assessed values. This is a long term goal.
2. On major roads such as route 4 & 118, require screening from road if there are unsightly cars, tires, appliances, building materials, and etc. Consider revising existing ordinance if necessary.
3. Consider sign restrictions so as to avoid excessive signage, traffic visibility or traffic distraction problems.
4. Comply with RSA 674:41 which limits building permits, unless there is road frontage
5. Increase sidewalks in Canaan village for safe passage of school children throughout the village. Sidewalks should extend to post office, bank, restaurants and retail establishments in the village.

## **Natural Resources and Recreation**

1. Identify, and protect critical natural resources.
2. Base future land-use decision-making upon the natural capability of the land and other resources to sustain varying types and intensities of development.
3. Preserve Canaan's rural character which features forest, agriculture, scenic views, quiet, privacy, and wildlife. Adopt regulations that support these ideals. Preserve rural atmosphere by requiring some sections of town to be large lots. Generally away from the densely developed areas.
4. Preserve some large lots for agriculture, but also allow agriculture on some smaller lots if noise and odors are limited. Avoid placing agriculture near sensitive water resources, like lakes, ponds, aquifers, & rivers.
5. Encourage cluster development which provides common open space for aesthetics, wildlife, and storm water control.
6. Conserve and protect selected undeveloped land for wildlife corridors, open space and recreation purposes. Protect lake, pond and river shore frontage for public access.
7. Limit development density so as to protect below ground drinking water aquifers from septic and other discharges. These aquifers are generally near route 118, route 4, Switch Rd, Roberts Rd, and a few others.
8. Adopt subdivision regulations that limit creation of lots with a large perimeter to area ratio.
9. Restrict subdivision in rural areas so that adjacent narrow-frontage lots are not created. Enact a minimum lot size for new narrow-frontage lots, to maintain low density development.

## **History**

1. Promote, protect and enhance Canaan's visual/cultural/historic resources at both the community-wide scale as well as on a site-by-site basis.
2. Promote the renewal of the Canaan Village area in order to reinforce this area as the social, cultural, economic, and governmental center of the community.
3. Rehabilitate Canaan's older housing stock and underutilized historic structures using tools such as Rehabilitation Tax Credits and Community Development Block Grant Funds.



**Canaan Planning Board**  
Meeting of October 24, 2013  
Mascoma Senior Center  
Minutes

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Kathi Meyerson, David McAlister (board representative), Chuck Townsend and Steve Ward.

**Routine business**

The board reviewed the Master Plan Land Use chapter, which John Bergeron had reformatted into sections. Board suggestions for changes were generally editorial rather than substantive. John Bergeron will incorporate the suggested changes.

Since other chapters follow on ideas contained in the land use chapter, those additional chapters should be completed now.

**Public Hearing - Application for Lot Line Adjustment for Darlene & Larry Beloir**

7:15 John Bergeron opened the hearing on the lot line adjustment. Abutters Dorothy Mattheson, Lee Moses and Sharon Moses were present. Scott Sanborn reviewed the changes of Map 12 Lot 68A Sub Lots 4-7. The lot adjustments only affect boundaries interior to the lots, and create no properties of less than 1.0 acres. After hearing closed David McAlister moved that the board accept the plan as presented. Kathi Meyerson seconded the motion and it carried.

**Minutes Review**

7:30 Chuck Townsend read the minutes from the October 10, 2013 meeting. Kathi Meyerson moved, with second by David McAllister, to approve the minutes from the October 10<sup>th</sup> meeting. The motion was approved.

**Other business**

John Bergeron reviewed orders for the **New Hampshire Planning and Land Use Regulation** handbook.

**Committee reports.**

None

**Adjournment**

7:30 David McAlister moved adjournment with a second from Kathi Meyerson. The motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board**  
Meeting of November 14, 2013  
Mascoma Senior Center  
Approved Minutes

**Call to Order**

7:05 John Bergeron called the meeting to order. Members present: John Bergeron, Barbara Dolyak, Kathi Meyerson, and Chuck Townsend.

**Minutes Review**

Chuck Townsend read the minutes from the October 24, 2013 meeting. Kathi Meyerson moved, with a second by Barbara Dolyak, to approve the minutes from the October 24<sup>th</sup> meeting. The motion was approved.

**Correspondence**

**Town and City** – November/December issue from NHMA

**Public Hearing - Application for Lot Line Adjustment for Janet Labrie & Larry Labrie**

7:15 John Bergeron reviewed the checklist and the board judged it complete. John Bergeron opened the public hearing. Scott Sanborn joined us representing the owners, and reviewed the proposed change. The change adds 1.89 acres to the Map 10 Lot 13 land owned by Larry Labrie, and removes it from the Map 10 Lot 15 land owned by Janet Labrie. John Bergeron closed the hearing.

Kathi Meyerson moved that the board approve the application. Barbara Dolyak seconded the motion and the board approved the application.

**Other business**

John Bergeron and board members reviewed the status of Master Plan chapters.

**Committee reports.**

None

**Adjournment**

7:30 Kathi Meyerson moved adjournment with a second from Barbara Dolyak. The motion was approved.

Respectfully submitted  
Chuck Townsend, Vice Chair



**Canaan Planning Board  
Mascoma Senior Citizens Center  
Approved Minutes  
Meeting of Dec 12, 2013**

**Call to Order**

7:00 John Bergeron called the meeting to order. Members present: John Bergeron, Dave McAllister (Select Board ex officio), Kathi Meyerson, Steve Ward, Barbara Dolyak, Arnold Song, Carol Morrison

**Minutes review** – none to review

**Correspondence Review**

From Grafton County Registry of Deeds:

<http://www.propertyfraudalert.com/graftonnh/Disclaimer.aspx>

Also from them: how to be in compliance with RSA 478:1-a recording of plats

**Other Routine Business and Announcements**

Christmas Party Dec 19 at 1pm at Canaan Hall

**Preliminary Review**

7:10 Scott Sanborn: review of preliminary discussion on Mark Sanbourne's property on Route 118/43 Rameor Road. Keene piece of 71+ acres (a.k.a "Keene Lot"; 36 acres are separate lots of record (aka "King Lot") but one area where they'll be taking a little from it. Sanbourne residence now served by Rameor Rd, a Class 6 road. Proposal in this discussion is to construct 700 ft of new road and coming off Rt 118 to come near North end of property and how this impacts on existing Rameor Rd. Can design a road to fit in. Fire Dept needs to be contacted. 3 lots from Lot 20.1 for building (from King Lot). 4 lots from Lot 21.5 for building (from Keene Lot)

**Preliminary completeness review of filed applications:** none received

**Scheduling of applications for formal submission:** none

**Other Business:** next meetings are Th Jan 9, 2014 and Th Jan 23, 2014

**Adjournment**

7:45 pm

Respectfully submitted

Barbara Dolyak as temporary scribe for Chuck Townsend's absence