



Canaan Planning Board  
Meeting of January 10, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:30 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Claude Lemoi, David McAlister, Chuck Townsend and Chris Wadsworth were present. John Bergeron appointed Alternate Richard Clancy to fill Carol Ann Morrison's position.

**Others Attending:**

Scott Sanborn

**Minutes Review:**

Chuck Townsend read the minutes from the Dec. 13, 2018 meeting. John Bergeron moved that the minutes be approved. Claude Lemoi seconded the motion. A number of corrections were adopted and the minutes were approved as corrected.

**Correspondence:**

*Town and City, January/February 2019*

**Public Hearing on Walter Boivin 2 Lot Subdivision on Stark Hill Road**

The board reviewed the application checklist and found it sufficiently complete for opening the hearing.

7:15 Engineer Scott Sanborn described the plan for subdivision of the Map 6 Lot 69A-1 property creating Lot 6-69A-1 (2.86 acres) and Lot 6-69C-1 (2.32 acres).

7:18 The public hearing was closed. Claude Lemoi recommended approval of the subdivision as presented. David McAlister seconded the motion and it was passed.

**Discussion of Open Position on Planning Board.**

Planning Board terms of Chris Wadsworth and Chuck Townsend expire in 2019 and they were encouraged to sign up for new terms. There is still another vacant position and board members discussed possible residents that could be encouraged to join the board.

**Adjournment:**

7:40 Chuck Townsend moved adjournment of the meeting. Richard Clancy provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, scribe



Canaan Planning Board  
Meeting of February 14, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

7:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Mary Ledoux, Claude Lemoi, David McAlister, Chuck Townsend and Chris Wadsworth. John Bergeron appointed Alternate Richard Clancy to fill Arnold Song's position.

**Others Attending:**

Dennis Salvail, Andy van Abs, Larry (Kim) Franks

**Minutes Review:**

Chuck Townsend read the minutes from the Jan. 10, 2019 meeting. David McAlister moved that the minutes be approved as read. Mary Ledoux seconded the motion. The minutes were approved.

**Other Business**

After discussion planning board members agreed to change the meeting time to 6:00 pm

**Correspondence:**

none

**Review of Voluntary Merger of Lots owned by Glen W. and Judith M McKinstry**

Dennis Salvail reviewed the plan for the merger of the M 12 Lot 9 and Map 12 Lot 15 to create a single 309-acre property. Claude Lemoi moved to approve the merger and David McAlister seconded the motion. It was approved unanimously.

**Introduction of Candidates for Planning Board Membership**

John Bergeron introduced Andy Van Abs and Larry (kim) Franks. The board discussed the work of the Planning Board and discussed questions from the candidates.

**Discussion of Master Plan**

John Bergeron shared the draft plan revised to have formatting internally consistent as discussed by the board in a prior meeting. Discussion centered on changes in the Housing chapter.

**Other Business**

David McAlister moved that the board appoint Andy van Abs and Kim Franks as alternate members. Claude Lemoi seconded the motion and the motion was approved.

**Adjournment:**

8:30 Chuck Townsend moved adjournment of the meeting. Claude Lemoi provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, scribe



Canaan Planning Board  
Meeting of February 28, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Mary Ledoux, Claude Lemoi, David McAlister, Chuck Townsend and Chris Wadsworth. John Bergeron appointed alternate Andy Van Abs to fill Arnold Song's position.

**Others Attending:**

none

**Minutes Review:**

John Bergeron read the minutes from the Feb. 14, 2019 meeting. David McAlister moved that the minutes be approved as read. Mary Ledoux seconded the motion. The minutes were approved.

**Correspondence:**

none

**Review of Proposed Subdivision for Thomas Hudgens**

The board reviewed the checklist for subdivision of the Map 3 Lot 15-2 parcel into two properties, to be Map 3 Lot 15-2A (10.03 acres) fronting on Gould Road and Map 3 Lot 15-2 (20.10 acres) fronting on Hinkson Brook Road. Claude Lemoi introduced the plan and went through the checklist. John Bergeron moved that the board find the application sufficiently complete to schedule a public hearing at 6:15 on March 28 at the Mascoma Senior Center. David McAlister seconded the motion and it was adopted.

**Discussion of Master Plan**

Chuck Townsend reviewed a number of bullet points for the Energy and Public Utilities Chapter and some for other chapters of the master plan, and made revisions with board input. He agreed to incorporate the revised bullets in the master plan before the next meeting.

**Adjournment:**

7:40 David McAlister moved adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, scribe



Canaan Planning Board  
Meeting of March 14, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Mary Ledoux, Claude Lemoi, David McAlister, Chris Wadsworth and Andy Van Abs. John Bergeron appointed Alternate Richard Clancy to fill Chuck Townsend's position.

**Others Attending:**

None

**Minutes Review:**

John Bergeron read the minutes from the Feb. 28, 2019 meeting. David McAlister moved that the minutes be approved with noted spelling corrections. Mary Ledoux seconded the motion. The minutes were approved.

**Correspondence:**

~March/April Town and Country

~Notification of a wetlands permit at 26 West Shore Road/Goose Pond applied for by Mathew Haurda

**Discussion of Tiny House laws**

New Hampshire building code makes no provision for tiny houses, and therefore tiny houses cannot be approved in Canaan.

**Discussion on Master Plan**

Manufactured housing vs doublewide homes: Richard Clancy moved to change wording in the master plan to use the term 'manufactured homes' in place of 'double wide'. Dave McAlister seconded the motion, and the motion passed.

Data – Charts and graphs: Discussion regarding the amount of data included in the previous master plan vs current 2018 master plan.

Natural resources section: Researched ponds in question to confirm they are indeed located in Canaan,

**Next Meeting: Public hearing of Proposed Subdivision for Thomas Hudgens**

Subdivision of the Map 3 Lot 15-2 parcel into two properties, to be Map 3 Lot 15-2A (10.03 acres) fronting on Gould Road and Map 3 Lot 15-2 (20.10 acres) fronting on Hinkson Brook Road.

**Adjournment:**

7:10 David McAlister moved adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

Respectfully submitted  
Mary Ledoux, for Charles Townsend, Scribe





Canaan Planning Board  
Meeting of March 28, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Andy Van Abs, Kim Franks, Claude Lemoi, Chuck Townsend and Chris Wadsworth.

**Others Attending:**

Scott Sanborn, Tom Hudgens, Mike Zani

**Minutes Review:**

John Bergeron read the minutes from the March 14, 2019 meeting. Chris Wadsworth moved that the minutes be approved with amendments. Claude Lemoi seconded the motion. The minutes were approved.

**Correspondence:**

none

**Hearing on Proposed Subdivision for Thomas Hudgens**

6:15 The board reviewed the checklist for subdivision of the Map 3 Lot 15-2 parcel into two properties, to be Map 3 Lot 15-2A (10.03 acres) fronting on Gould Road and Map 3 Lot 15-2 (20.10 acres) fronting on Hinkson Brook Road. Chuck Townsend moved that the board find the application sufficiently complete to open the public hearing.

John Bergeron read the cover letter for the application. Tom Hudgens spoke about the sale and his decision to subdivide. Claude Lemoi moved that the board approve the subdivision as presented and Chuck Townsend seconded the motion. The motion was approved.

**Conceptual Hearing with Mike Zani**

The proposal is for a lot line adjustment in the boundaries of the Lot 15B Lot 56 Papa Z'/Jakes property on Route 118, and in addition a subdivision of the property into a 2.0 acre lot to be sold to Jake's Store and an 8.8 acre remaining lot. The subdivision would require an easement across Jake's Store property. The board made some suggestions and Mike Zani will prepare a proposed application soon.

**Board Vacancy Discussion**

The board still has one opening for an alternate. The board invited Mike Zani to serve as an alternate.

**Discussion of Master Plan**

The board reviewed charts that Chuck Townsend had prepared for inclusion in the previous master plan and suggestions for master plan early in the planning process for potential inclusion. After the review, Chuck Townsend agreed to prepare selected charts and labeling.

**Adjournment:**

7:40 Claude Lemoi moved adjournment of the meeting. Kim Franks provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, scribe



Canaan Planning Board  
Meeting of April 11, 2019  
Mascoma Senior Center  
Meeting Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Andy Van Abs, Claude Lemoi, Chuck Townsend and Chris Wadsworth. John Bergeron appointed Richard Clancy to act in Mary Ladoux's place.

**Others Attending:**

None

**Minutes Review:**

Chuck Townsend read the minutes from the March 28, 2019 meeting. Claude Lemoi moved that the minutes be approved as tweaked. Chris Wadsworth seconded the motion. The minutes were approved.

**Correspondence:**

None

**Proposed Boundary Line Adjustment & Subdivision: Michael Zani & Town of Canaan**

The proposal is for a boundary line adjustment of the boundaries between the Map 15B Lot 56 Papa Z/Jake's property and the Canaan Emergency Services property on Route 118, and in addition a subdivision of the property into a 2.0 acre lot to be sold to Jake's Store and an 8.8 acre remainder lot. The board reviewed the application for completeness. Claude Lemoi moved that the board find the application sufficiently complete to schedule a public hearing. Richard Clancy seconded the motion and it was approved. The board scheduled a public hearing on May 9, 2019 at 7:15 at the Mascoma Senior Center.

**Annual Training in Concord**

Andy Van Abs is planning to attend the State Planning and Zoning Conference on Saturday, June 1, 2019. John Bergeron reviewed the planned agenda and extended the invitation for others to attend.

**Annual Election of Officers**

Claude Lemoi moved that John Bergeron be elected Chair, Claude Lemoi be elected Vice-Chair and Chuck Townsend be elected Secretary. Andy Van Abs seconded the motion and it was passed.

**Right to Know Law Review**

John Bergeron distributed a review of New Hampshire's Right to Know Law. The board discussed the review.

**Board Vacancy Discussion**

Claude Lemoi discussed the opportunity for participation as an alternate with Mike Zani and he will attend a future meeting.

**Discussion of Master Plan**

Chuck Townsend discussed his preparation of charts to add to the master plan, and will plan on bringing potential charts to the next meeting.

**Other Business that May Come Before the Board**

Andy Van Abs distributed copies of descriptions of various tiny homes in New Hampshire and the board discussed current law. Some houses are being set although they do not pass building code requirements. The N. H. House is considering changes in the RSAs that would modify the building code to allow them.

**Adjournment:**

7:00 Chuck Townsend moved adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, scribe



Canaan Planning Board  
Meeting of April 25, 2019  
Mascoma Senior Center  
Approved Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Andy Van Abs, Chuck Townsend, David McAllister, and Chris Wadsworth. John Bergeron appointed Richard Clancy to act in Mary Ledoux's place.

**Others Attending:**

None

**Minutes Review:**

Chuck Townsend read the minutes from the April 11, 2019 meeting. Andy Van Abs moved that the minutes be approved. David McAlister seconded the motion. The minutes were approved.

**Correspondence:**

None

**Discussion of Supplementary Materials for Master Plan**

The Board discussed additions that would be desirable in the supplementary materials section. The Drinking Water Protection Ordinance and the Large Wind Energy Systems Ordinance were approved as additions. Board members reviewed the Survey responses and comments, and John will merge those two sections. Chuck Townsend again agreed to work on completing the charts and chart commentary.

**Adjournment:**

6:30 Andy Van Abs moved adjournment of the meeting. David McAlister provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, Secretary

Minutes were approved on May 9, 2019



Canaan Planning Board  
Meeting of May 09, 2019  
Mascoma Senior Center  
Approved Minutes

**Call to Order:** 6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Mary Ledoux, David McAllister, Claude Lemoi, Chris Wadsworth, Kim Franks, and Andy Van Abs. John Bergeron appointed Richard Clancy to act in Charles Townsend's place and Kim Franks to act in Andy Van Abs place.

**Others Attending:** Scott Sanborn, Michael Zani, Elwin Neily,

**Minutes Review:** John Bergeron read the minutes from the April 25, 2019 meeting. David McAlister moved that the minutes be approved. Mary Ledoux seconded the motion. The minutes were approved.

**Correspondence:** Town and City magazine current issue.

**Public Hearing:** Public hearing for lot line adjustment and subdivision was opened at 7:15 PM. Scott Sanborn provided an explanation of the proposal. The proposal deals with a lot line adjustment between the fire station lot and Jakes Market lot, and the division of the Jakes Market lot into a front lot and back lot, with right of way access. Name of Applicant: Michael D. Zani & Town of Canaan. Property: Map 15B, Lot 56 – Michael D. Zani, and Map 15A, Lot 62 – Town of Canaan. Public hearing closed at 7:23 PM. David McAlister moved to accept the application as submitted, and Claude Lemoi seconded the motion. Motion was approved unanimously.

**Discussion of Supplementary Materials for Master Plan:** Neither John nor Chuck completed their assigned tasks from the last meeting, which were survey document merge for appendix and various charts. Those will be reviewed at the next meeting.

**Adjournment:** 6:40 PM, Claude Lemoi moved adjournment of the meeting. Kim Franks provided the second and the motion was approved.

Respectfully submitted  
John Bergeron, Acting Scribe

These minutes were approved on May 23, 2019



Canaan Planning Board  
Meeting of May 23, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:07 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Claude Lemoi, Chris Wadsworth and Chuck Townsend.

**Others Attending:** none

**Minutes Review:**

John Bergeron read the minutes from the May 9, 2019 meeting. Claude Lemoi moved that the minutes be approved as amended with a minor addition. Chris Wadsworth seconded the motion. The minutes were approved.

**Correspondence:** none

**Discussion of Supplementary Materials for Master Plan:**

The board reviewed charts and chart commentary prepared for master plan insertion by Chuck Townsend. He will prepare revised charts for the next planning board meeting.

**Adjournment:**

7:30 Claude Lemoi moved adjournment of the meeting. Chris Wadsworth provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of June 13, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 Claude Lemoi called the meeting to order.

**Members Present:** Claude Lemoi, Chuck Townsend, Andy Van Abs and Chris Wadsworth. Claude Lemoi appointed Kim Franks to act in Mary Ledoux's place.

**Others Attending:** none

**Minutes Review:** Andy moved acceptance of the minutes with a minor correction. Chris seconded the motion. After discussion the motion passed.

**Correspondence:** none

**Other Business**

The board reviewed the decision to hold a public hearing on the draft of the Master Plan

Claude announced that he was unable to obtain the application for a lot line adjustment, so consideration of that application will have to wait.

**Discussion of Supplementary Materials for Master Plan:**

Chuck Townsend distributed copies of the finalized charts. Claude Lemoi moved that we accept the charts as final with a single word change. Chuck Townsend provided the second and the motion was passed. Chuck Townsend agreed to integrate the final charts into the master plan chapters.

**Adjournment:**

6:20 Kim Franks moved adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

Respectfully submitted  
Chuck Townsend, Secretary





Canaan Planning Board  
Meeting of June 27, 2019  
Mascoma Senior Center  
Draft Minutes

**Call to Order:** 6:00 Claude Lemoi called the meeting to order.

**Members Present:** Claude Lemoi, Charles Townsend, Andy Van Abs and Chris Wadsworth. Claude appointed Kim Franks to act in Mary Ledoux's place.

**Others Attending:** none

**Minutes Review:** Andy moved acceptance of the minutes with a minor correction. Chris seconded the motion. After discussion the motion passed.

**Correspondence:** none

**Other Business**

The board reviewed the decision to hold a public hearing on the draft of the Master Plan

Claude announced that he was unable to obtain the application for a lot line adjustment, so consideration of that application will have to wait.

**Discussion of Supplementary Materials for Master Plan:**

Chuck Townsend distributed copies of the finalized charts. Claude Lemoi moved that we accept the charts as final with a single word change. Chuck Townsend provided the second. Chuck Townsend agreed to integrate the final charts into the chapters.

**Adjournment:**

6:20 Kim Franks moved adjournment of the meeting. Andy van Abs provided the second and the motion was approved.

Respectfully submitted  
Charles Townsend, Secretary



Canaan Planning Board  
Meeting of July 11, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Richard Clancy, Mary Ledoux, Claude Lemoi, David McAlister, Chuck Townsend, Andy Van Abs and Chris Wadsworth.

**Others Attending:**

Scott Sanborn

**Minutes Review:**

Chuck Townsend read the minutes from the June 27, 2019 meeting. David McAlister moved acceptance of the minutes. Chris Wadsworth seconded the motion. After discussion the motion passed.

**Correspondence:**

**Town and Country** - July/August 2019 issue; N. H. Municipal Association

**Review of Boundary Line Adjustment Application from Elva B. Hutchinson:**

The board reviewed the application for a boundary line adjustment between Map 17 Lot 20 and Map 17 Lot 19 properties on Roberts Road. David McAlister moved that we find the application complete for review. Andy Van Abs provided the second. The motion was passed.

John Bergeron opened the public hearing and Scott Sanborn reviewed the planned adjustment and its effect. After some discussion the hearing was closed. Chuck Townsend moved that the board approve the application as presented. Claude Lemoi seconded the motion and it was passed.

**Review of Boundary Line Adjustment Application from Leroy and Tina Burbank:**

The board reviewed the application for a boundary line adjustment between Map 15C Lot 25 and Map 15C Lot 26 properties on Bruce Road. David McAlister moved that we find the application complete to schedule a hearing at 6:15 on August 8 at the MASC. Chris Wadsworth provided the second and the motion was passed.

**Discussion of draft Master Plan:**

John Bergeron announced that he had joined the Master Plan chapters to create a single document. Claude Lemoie suggested a number of editorial changes and John Bergeron incorporated changes which were considered and recommended by the board. Andy Van Abs suggested additional formatting recommendations. John Bergeron will see that the final draft after the meeting will be posted on the Canaan Town website and he will ask Canaan Town Administrator Michael Samson to incorporate a notice of the public hearing in the next Canaan Town News online.

**Adjournment:**

6:20 Mary Ledoux moved adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

**Respectfully submitted:**

Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of July 25, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

5:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Mary Ledoux, Claude Lemoi, David McAlister, Chuck Townsend, and Andy Van Abs. John Bergeron named alternate Richard Clancy to sit for Chris Wadsworth.

**Others Attending:**

Tom Milligan, Mike Samson, Al Posnanski; Kim Frank (board alternate), Ernie Labombard

**Public Hearing: Review of 2019 draft revision of Canaan Master Plan**

5:00 John Bergeron opened the public hearing. He introduced board members and presented the overview slides he prepared. Tom Milligan introduced himself as a new town resident who has previous experience in town planning, and provided many valuable suggestions. Michael Samson also provided extensive comments and suggestions.

7:15 John Bergeron closed the public hearing. Notes on the public comments follow as an addendum.

**Conceptual Review for Ernie Labombard**

The issue is the need for a lot line adjustment to move the road onto lot 3-44-12-1 from 3-44-6 and the need for a road agreement to provide for the road maintenance.

**Minutes Review:**

Chuck Townsend read the minutes from the July 11, 2019 meeting. David McAlister moved acceptance of the minutes. Claude Lemoi seconded the motion. The motion passed with a correction of the Map and Lot numbers.

**Adjournment:**

7:40 Chuck Townsend moved the adjournment of the meeting. David McAlister provided the second and the motion was approved.

**Respectfully submitted:**

Chuck Townsend, Secretary

**Addendum: Comments on Draft Master Plan, July 25, 2019**

M - Tom Milligan

S - Michael Samson

p4 II A1.

M - Don't we want to attract others as well? It is important to have businesses and amenities that attract people from outside the town.

p4 II B1.

M - "Bedroom community" has negative connotation. Should it say "many working out of town"?

P4 II C1.

M - There should be some emphasis on the town green. "Constant" should be removed from the tax description

S - There has to be planning to assure that there is predictable cash flow management. And it isn't always possible to predict expenses.

P4 II D1.

M - To be a walkable town we need sidewalks.

S - Sidewalks require expensive yearwide maintenance.

P6 II I1.

M - Should "Mascoma Valley" be expanded to include Hanover, Leb, Upper Valley?

P7 III A1.

M - Maybe "limit expansion" isn't right. Is "encourage low-density development" better?

P8 III B8.

M - This sounds like we don't want business development.

S - Add in "services and businesses suitable for a rural community"?

P9 III C4.

M - Is "adversely affect" too squishy a word?

P9 III D6.

M - How will an impact fee be implemented?

P10 III D9.

M - Should be more positive. It seems we want to control development by limiting infrastructure.

S - Keep this in line with other references.

P10 III E1.

S - Increased demand that the town take over private roads would come with major costs. An estimate of the cost and benefits should come before any change.

P11 III E2.

S - Civil charges are now being pursued.

P11 III E7.

S - Make sure that economic costs of any improvements are considered.

P12 III G2.

M - Remove "the renewal of"

P12 III G3.

S - We have rehab tax credits and tax credits for industrial development.

P13 M - illustrated land is not suitable for development.

P14 IV B5.

M - Change wording to "... it will occur at a moderate rate in order to not outpace ... "

P18 S - High number of single females is mostly single-parent families, not elderly.

P24 V C1.

M - Change wording to "consistent with the vision we want to develop."

P24 V C3.

S - A good quality manufactured residence can be \$130,000; cheap to maintain and heat. We should encourage good quality manufactured housing.

P26 V C13.

S - Why "selected areas"? Encourage single property mobile homes.

P32 VI D6

S - We already do this.

P32 VI D8.

M - We should advocate for 4-lane road from Canaan to I-89.

P35 VI D12.

M - Change "prevent rapid" to "prevent unexpected" or "unpredicted"

P35 VI D12. c)

S - "and use that planning for the development of the town"

P35 VI D13. c), d)

S - We're already doing these. We have three different maps available on the website, and want to develop a multi-layered map, with wetlands, roads, trails, etc.

P36 VI D.15.

S - First sentence is not true.

P37 VII D.

S - Available mutual aid obviates need for a ladder truck.

M - If we want to limit building heights, shouldn't we just say that?

P37 VII I.

S - We have the third cheapest recycling in the state. We should "Continue incentives..."

P38 VII L.

M - Examples are not clear. Use police, fire, other meaningful examples.

P38 VII M.

S - We do regional planning, but need to consider cost savings, efficiency, service times, service levels, etc.

P38 VII Q.

S - We already have this.

P38 VII R.

S - "Continue and improve" instead of "Adopt"

P38 VII W.

S - Eliminate it. We have storage sheds.

P41 VIII A.8.

M - Should be "...consistent with town vision..." not "...consistent with rural character..."

P46 IX B.1.

S - Insert "Continue to"

IX B.2.

S - Change the word "encourage" to "revitalize."

IX B.3.

S - Insert "Train lifeguards so we can" at the beginning of the sentence.

IX B.5

M - Include access points to Rail Trail

P48 IX C.8.

S - Insert "using the existing agreement" at the beginning of the sentence. Change the word "those" to "the appropriate"



- P49 IX C.20.  
S - Done.
- P54 IX H.7.  
S - Add "require the septic cleaners to notify town."
- IX H.8.  
S - Register wells at title transfer.
- P58 X C.  
S - Involve the property owners in registry decisions.
- X E.  
M - Replace "place" with "explore placing."
- X K.  
M - Is there really a lack of communication?
- P60 X N.  
S - Sometimes we need to move stone walls.
- P64 XI B.11.  
S - Insert "continue to" at the beginning of the sentence.
- P65 X B.  
M - Remove duplicates
- P66 XI C.1.  
S - Insert "planning" into the "consider the implementation" phrase.
- P80 XII 4(g)  
S - Explore the use of GIS.



Canaan Planning Board  
Meeting of August 8, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:** John Bergeron, Claude Lemoi, David McAlister, Chuck Townsend, Andy Van Abs.

**Others Attending:**

Al Posnanski, Carol and Wayne Morrison, Scott Sanborn

**Minutes Review:**

Chuck Townsend read the minutes from the July 25, 2019 meeting. David McAlister moved acceptance of the minutes. Claude Lemoi seconded the motion.

Claude Lemoi suggested that a summary of the comments and suggestions from the Master Plan hearing should be added as an addendum and the board approved that change. Claude Lemoi moved approval of the minutes with the addendum. David McAlister seconded the motion and it was passed.

**Discussion of Voluntary Merger application**

The board found that the application from Michael and Susan Kraatz was not clear and deferred action.

**Public Hearing on Property Line Adjustment, Burbank/Morrison property**

The board reviewed the application for completeness. Andy Van Abs moved that the board find the application complete and David McAlister seconded the motion and it was approved.

6:16 John Bergeron opened the hearing. Scott Sanborn described the plan. John Bergeron closed the hearing at 6:30. David McAlister moved that the board approve the application as presented. Claude Lemoi seconded the motion and it was approved.

**Review of Comments on the 2019 draft revision of Canaan Master Plan**

The board appreciated the compliments made on the work the board had done on the master plan. Public comments were reviewed and incorporated as appropriate. The comments were not significant enough to require a new public hearing.

**Adjournment:**

8:14 David McAlister moved the adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

**Respectfully submitted:**

Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of August 22, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:**

John Bergeron, Claude Lemoi, Chuck Townsend, Andy Van Abs and Chris Wadsworth.

**Others Attending:**

Dave Ducharme

**Conceptual Review**

Dave Ducharme described his plans for the developm15A-119-2, a small lot on lower Canaan Street near elementary school and ballfield. The plan would provide three townhouse units. Discussion included planning for runoff with increased impervious surface area, the area available for parking, and the value of three individual units as opposed to attached units.

**Minutes Review:**

6:30 Chuck Townsend read the minutes from the August 8, 2019 meeting. Claude Lemoi moved acceptance of the minutes. Andy Van Abs seconded the motion. Claude Lemoi suggested a couple of changes in wording. The minutes were approved with the changes.

**Other Business**

The board requested that Chuck Townsend review draft minutes that were not added to the approved list and Chuck Townsend agreed to do this.

John Bergeron listed several areas for potential board work. These include discussion of site plan review regulations, impact fees, a new draft of a zoning ordinance, the excavation ordinance and compliance with it, a small wind generation ordinance, and a listing of master plan suggestions that the select board could review.

**Adjournment:**

7:02 Andy Van Abs moved the adjournment of the meeting. Claude Lemoi provided the second and the motion was approved.

**Respectfully submitted:**  
Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of September 12, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 Claude Lemoi called the meeting to order.

**Members Present:**

Claude Lemoi, Chuck Townsend, Andy Van Abs and Chris Wadsworth.

**Others Attending:**

**Minutes Review:**

6:30 Chuck Townsend read the minutes from the August 22, 2019 meeting. Andy Van Abs seconded the motion and they were approved.

**Correspondence review**

NH Div of Historic Resources - Form indicating that there was no historic reason to delay replacement of Canaan's dump road bridge.

**Review of proposal from David Ducharme**

Scott Sanborn described the proposal to place three dwellings on Map 15A Lot 119-2, a small lot on Canaan Street near Canaan Elementary School and ballfield. After discussion, Chuck Townsend moved that the board find the development acceptable. Andy Van Abs provided the second and the motion was approved.

**Preliminary completeness review of Ernie Labombard's subdivision application**

Scott Sanborn described the plan for the Map 3 Lot 44-12 property on Grafton Turnpike Road and Wolfson Spring Drive. John Bergeron read and board members reviewed the subdivision checklist and found it complete. Chuck Townsend moved that the board find the application sufficiently complete for a public hearing at 6:30 p.m. on October 10, 2019 at the Mascoma Senior Center. Chris Wadsworth provided the second and the motion was approved.

**Boundary line adjustment on Stark Hill Road properties**

The line adjustment between the Leonard and Theresa Buldoc Map 6 Lot 66 property and the Michael and Lynn Neilly property Map 6 Lot 70-1 property would solve a problem of a shed on the property line. John Bergeron reviewed the checklist and the board found it complete. Claude Lemoi moved that the board schedule a public hearing at Mascoma Senior Center at 6:15 p.m. on October 10, 2019. Chris Wadsworth seconded the motion and the motion was passed.

**Master Plan document formatting review**

Andy Van Abs commented on his review and standardization of the formatting of the approved master plan for its final publication. The board agreed to review the pdf file Andy Van Abs distributed and to tell him of any changes that would still be valuable.

**Excavation permit status**

John Bergeron reported on the status of current excavation permits and found two expired applications and one incomplete application. John Bergeron will contact the excavation pit owners and request the preparation of current excavation permits.

**Discussion of impact fee implementation**

Claude Lemoi pointed out the complexity of the development of impact fees. He recommended that a new review of the zoning ordinance which had been proposed in 2003 would be more valuable. John Bergeron suggested that we form separate small committees to work on the impact fee and the zoning ordinances. Claude Lemoi and John Bergeron agreed to begin work on reviewing the zoning ordinance. Chuck Townsend agreed to review impact fee ordinances from adjoining towns.

**Adjournment:**

7:19 Andy Van Abs moved the adjournment of the meeting. Claude Lemoi provided the second and the motion was approved.

**Respectfully submitted:**

Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of September 26, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 Claude Lemoi called the meeting to order.

**Members Present:**

Claude Lemoi, Chuck Townsend, Andy Van Abs and Chris Wadsworth.

**Others Attending:**

**Minutes Review:**

6:30 Chuck Townsend read the minutes from the Sept. 12, 2019 meeting. Claude Lemoi moved acceptance of the minutes as amended. Andy Van Abs seconded the motion and the minutes were approved.

**Correspondence review**

none new

**Minutes Completion**

Chuck will work with John Bergeron to recreate the two missing minutes. Board members agreed that other reviewed minutes could be posted without further review.

**Discussion of impact fee implementation**

Chuck Townsend shared the impact fee analysis he had prepared and the members discussed. The analysis document is in the Impact Fees folder in the Planning Board folder on Google Docs. The paper suggests that "Off-Site Exactions" may be a better route for improving the town because of the needs of particular developments. Chuck Townsend will make further investigation of off-site exactions. Chuck Townsend moved that the town should hold off implementing an impact fee in Canaan. There was no second so the motion was tabled until the next meeting.

**Discussion of Master Plan formatting**

Andy Van Abs discussed the changes that he had completed and will send out a final updated version soon.



**Adjournment:**

6:54 Andy Van Abs moved the adjournment of the meeting. Chris Wadsworth provided the second and the motion was approved.

**Respectfully submitted:**

Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of October 10, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:**

John Bergeron, Claude Lemoi, David McAlister, Chuck Townsend, Andy Van Abs and Chris Wadsworth. John Bergeron appointed alternate member Kim Franks to stand in for Mary Ledoux.

**Others Attending:**

Leonard Bolduc

**Minutes Review:**

Chuck Townsend read the minutes from the September 26, 2019 meeting. Claude Lemoi moved acceptance of the minutes with corrections. Andy Van Abs seconded the motion and the minutes were approved.

Chuck Townsend will upload the approved minutes that have not been posted to the Town website.

Chuck will work with John Bergeron to recreate the two missing minutes. Board members agreed that other reviewed minutes could be posted without further review.

**Public Hearing on Lot Line Adjustment for Bulduc & Neily**

John Bergeron reviewed the Minor Subdivision checklist for the subdivision of the Map 6 Lot 66 property on Stark Hill Road. Andy Van Abs moved that the board find the application complete for hearing. Claude Lemoi seconded the motion and it was approved.

6:15 John Bergeron opened the public hearing. The lot line adjustment at 29 and 31 Stark Hill Rd will move the property line so it does not fall on a shed.

6:18 John Bergeron closed the public hearing. Kim Franks moved acceptance of the application. Andy Van Abs seconded the motion and it was approved.

**Correspondence review**

none

## **Master Plan Review**

Andy Van Abs reported that Claude prepared two photo replacements for the master plan. Andy Van Abs has made the final format cleanup and will make the last photo changes. He will make the final PDF version from the Google Docs version and the work on this master plan revision will be complete.

## **Public Hearing for Subdivision for Ernest LaBombard**

John Bergeron reviewed the Minor Subdivision checklist for the subdivision of the Map 3 Lot 44-12 property on Wolfson Spring Drive to make the road a stand-alone lot. Claude Lemoi moved that the board find the application sufficiently complete for the public hearing. Kim Franks seconded the motion and it was approved.

6:30 John Bergeron reported that Scott Sanborn requested that the board continue the public hearing until the Oct 24, 2019 meeting. John Bergeron reviewed the approval of the Shuttleworth Farms subdivision, which described an alternative road creation model. The board discussed the advantages of the Shuttleworth model. Claude moved that the board continue the hearing until 6:15 on October 24 at the Mascoma Senior Center. Kim Franks seconded the motion and it was approved.

## **Impact Fee Discussion (continued)**

Andy Van Abs described his review of new projects in Canaan, which were mostly small and scattered. Building permits have been approved for an average of ten to fifteen new properties a year in recent years. He found that there is no apparent upside to implementing the ordinance and the costs would far exceed the revenue it would generate. Andy Van Abs moved that the board remove impact fees from the board list of future projects. David McAlister seconded the motion and it was approved.

## **Discussion of preparation of a zoning ordinance**

John Bergeron pointed out that the board would need to identify reasons that the adoption of zoning would benefit the town before we proceed on preparing a new ordinance.

## **Excavation permit status**

John Bergeron said that he would draft letters to the operators

## **Adjournment:**

7:25 Andy Van Abs moved the adjournment of the meeting. Chris Wadsworth provided the second and the motion was approved.

**Respectfully submitted:**  
Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of October 24, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:**

John Bergeron, Mary Ledoux, David McAlister, Chuck Townsend, Andy Van Abs and Chris Wadsworth.

**Others Attending:**

Scott Sanborn

**Minutes Review:**

Chuck Townsend read the minutes from the October 10, 2019 meeting. David McAlister moved acceptance of the minutes with corrections. Andy Van Abs seconded the motion and the minutes were approved.

Chuck Townsend reported that he had uploaded the approved minutes from six meetings that had not been previously posted to the Town website.

John Bergeron reviewed the minutes of the June 13, 2019 meeting which he had reconstructed based on the agenda. After discussion, David McAlister moved acceptance of the reconstructed minutes with the revisions discussed. Andy Van Abs seconded the motion and it was passed.

**Public Hearing on Subdivision of the Ernest LaBombard property off Wolfson Spring Road**

6:15 John Bergeron opened the continued hearing of the Ernest LaBombard Map 3 Lot 44-12 property. Scott Sanborn described the plan to subdivide the property into an undevelopable road lot and a building lot. The road will require a maintenance agreement including all abutters before the subdivision can be approved. John Bergeron discussed potential problems with the proposal that could affect the town in the future. Chuck Townsend suggested that the concerns do not affect the legality of the subdivision, but John Bergeron requested that Scott Sanborn bring an alternative that does not put the town at risk of having to take over the private road if the owner of the road defaults. Scott Sanborn agreed to continue the hearing for two weeks and discuss alternatives with Ernest LaBombard. David McAlister moved that the hearing be continued until 6:15 on

November 14, 2019 at the Mascoma Senior Center. John Bergeron seconded the motion and it was approved.

### **Public Hearing on Subdivision of Map 17, Lot 58-2**

John Bergeron presented the application to divide the Gary Searles and Traci L. Clough property and the board reviewed the subdivision approval checklist. David McAlister moved that the board should schedule a hearing on the subdivision at 6:15 pm on December 12, 2019, at the Mascoma Senior Center. Andy Van Abs seconded the motion and it was approved.

### **Master Plan Approval**

Chris Wadsworth moved that the board give final approval for publication of the Canaan Master Plan in the form in which it appears in the October 16, 2019 revision. Andy Van Abs seconded the motion and it was approved.

### **Exaction Discussion**

Chuck Townsend reviewed the document about using exaction as an alternative to a town impact fee if a development requires improvements to town roads, sewer or water supply. Members agreed that exaction should be remembered as a useful tool for planning board use.

### **Adjournment:**

7:00 Andy Van Abs moved the adjournment of the meeting. Mary Ledoux provided the second and the motion was approved.

### **Respectfully submitted:**

Chuck Townsend, Secretary



Canaan Planning Board  
Meeting of November 14, 2019  
Mascoma Senior Center  
Draft Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:**

John Bergeron, Claude Lemoi, David McAlister, Charles Townsend, and Andy Van Abs. John Bergeron appointed alternate Kim Frank to vote in Mary Ledoux' place, and appointed Richard Clancy to vote in Chris Wadsworth's place.

**Others Attending:**

Scott Sanborn

**Minutes Review:**

Chuck Townsend read the minutes from the October 24, 2019 meeting. Claude Lemoi moved acceptance of the minutes with corrections. Andy Van Abs seconded the motion and the minutes were approved.

**Other Business**

John Bergeron reported on flood insurance changes in subdivision and site plan regulations and changes in regulations of developments of 50 lots or 5 acres or more.

**Continued Public Hearing on Subdivision of the Ernest LaBombard property off Wolfson Spring Road**

6:15 John Bergeron opened the continued hearing of the Ernest LaBombard Map 3 Lot 44-12 property. John Bergeron announced that Scott Sanborn has withdrawn the original subdivision application.

6:19 John Bergeron closed the continued hearing.

**Application for a Boundary Line Adjustment of the Ernest LaBombard property**

John Bergeron described the expedited review process, which allows review and hearing on a boundary line adjustment in a single meeting. The board reviewed the application checklist for completeness. Claude Lemoi moved that the board find the application is sufficiently complete for a hearing. Andy Van Abs seconded the motion and it was passed. Claude Lemoi moved that the application be approved for expedited review. Andy Van Abs seconded the motion and it was passed.

6:25 John Bergeron opened the hearing for the boundary line adjustment between Ernest LaBombard's Map 3 Lot 12-1 and Map 3 Lot 44-6 properties. Andy Van Abs

reported that deeds for all properties abutting Wolfson Spring Road contained paragraphs clarifying that the owner had partial responsibility for maintenance of the road. After discussion, Claude Lemoi moved that the board approve the lot line adjustment pending approval by the state. Richard Clancy seconded the motion and it was passed.

### **Review of the 2020 - 2025 Capital Improvement Plan**

Claude Lemoi, the planning board member on the Capital Improvement Program Committee, described the 2020 - 2025 Capital Improvement Plan process and report. After review and discussion, Richard Clancy moved that the board approve the plan. Andy Van Abs seconded the motion and the motion passed.

### **Other Business; Public hearing notices in the Valley News**

John Bergeron described the recent change in New Hampshire law that allows the planning board to drop publication of notices of public hearings in a newspaper if we revise the requirements in our subdivision regulations. After discussion the board did not find a need to change the current notice process.

### **Other Business; Bill Amaral Building Plan**

John Bergeron reported that Bill Amaral is planning to construct a dwelling with a driveway that would require the construction of a bridge over Moose Brook. Canaan Planning Board regulations require that such a bridge would have to be built to the NH DOT road and bridge standard. The engineer for the project will submit the bridge application to the state for DES approval, and on state approval the planning board would be asked to grant a waiver of the planning board driveway regulations to allow construction of a more moderate bridge.

### **Adjournment:**

7:00 Claude Lemoi moved adjournment of the meeting. Andy Van Abs provided the second and the motion was approved.

### **Respectfully submitted:**

Chuck Townsend, Secretary





Canaan Planning Board  
Meeting of December 12, 2019  
Mascoma Senior Center  
Minutes

**Call to Order:**

6:00 John Bergeron called the meeting to order.

**Members Present:**

John Bergeron, Claude Lemoi, David McAlister, Charles Townsend, Andy Van Abs, and Chris Wadsworth. John Bergeron appointed alternate Richard Clancy to vote in place of Mary Ledoux.

**Others Attending:**

Scott Sanborn, Martha and Richard Pusey

**Minutes Review:**

Chuck Townsend read the minutes from the November 14, 2019 meeting. Claude Lemoi moved acceptance of the minutes with corrections. Andy Van Abs seconded the motion and the minutes were approved.

**Correspondence review**

No new correspondence

**Public Hearing 2 lot subdivision for Gary Searles and Traci Clough.**

John Bergeron read the introductory letter from Scott Sanborn and the application checklist. David McAlister moved that the board find the application complete for opening a hearing. Richard Clancy provided the second and it was approved.

The proposal is for the subdivision of the Map 17 Lot 58-2 property at 23 Canaan Street. Engineer Scott Sanborn described the proposal to divide the property so that the rear part of the property would be a separate lot with a 50-foot wide driveway along the south side of the front property. The board discussed the application and building process with Martha and Richard Pusey. John Bergeron closed the public hearing at 6:34.

Chuck Townsend moved that the board accept the application as presented. David McAlister seconded the motion and it was passed.

**Discussion of missing minutes from early 2019:**

Chuck Townsend reported that approved minutes from Feb 28, Mar 28, Jun 13 and Sep 12, 2019, had been sent to the Town offices for upload to the Town website.

Chuck Townsend read the minutes of the May 23, 2019 meeting, for which there was no record of previous approval. David McAlister moved acceptance of the minutes. Andy Van Abs seconded the motion and it was approved. Chuck Townsend will prepare a pdf copy to be sent to Cathy Stark for mounting on the town website.

**Proposal for Bridge on the Driveway at 232 Potato Road**

John Bergeron reported more about the Bill Amaral plan for construction of a 20' 44-ton bridge over Moose Brook on the driveway to the proposed dwelling at 232 Potato Road.

**National Flood Insurance Program changes**

The board discussed the materials listed by John Bergeron as relevant to planning for properties in flood plain areas.

**Excavation permit letters**

John Bergeron will prepare the excavation permit letters that we have discussed in prior meetings.

**Adjournment:**

7:00 Andy Van Abs moved the adjournment of the meeting. David McAlister provided the second and the motion was approved.

**Respectfully submitted:**

Chuck Townsend, Secretary