

Approved

Orford Planning Board

October 14, 2025 Meeting Minutes

**Town of Orford Planning Board  
Meeting Minutes - October 14, 2025, Meeting**

*Board members present:* Mark Adameczyk-Chair; Paul Goundary-Vice Chair; Caleb Day-Secretary; Tom Thomson-member; Ruth Hook-member; Ann Green-member; Renee Theall - UVLSRPC; Charlie Smith-selectboard member; Kelley Monahan-alternate.

*Board members absent:* Heidi Wilson-alternate.

*Public attending in person:* George Host (Indian Pond LLC.), Tom Hahn - Forest Resource Consultants LLC, Tim Cook.

*Public attending virtually:* \*Due to technical difficulty, there was no virtual option available at this meeting.\*

Mark A. called the meeting to order at 5:30 PM. We have a quorum.

**Item 1: Review the minutes from the September 9th meeting:** Charlie S. asked for clarification of the spelling of “Cserr”. The board agreed this was the correct spelling. No corrections noted. Ann G. made a motion to approve the minutes. Paul G. seconded. All in favor. Ann G. asked for clarification on the process of approval of corrections to the minutes. Caleb D. confirmed will present the board with unapproved minutes from the previous meeting. If corrections are noted, Caleb D. will make corrections to the minutes and send a copy to the board and Esther M. of the approved corrected minutes.

**Item 2: Amory & George Host Conceptual Lot line Adjustments and Subdivisions:** Paul G. asked the board if he should recuse himself, as he is an abutter and works for the family. The board didn’t ask for a recusal for the conceptual meeting. Tom Hahn - Forest Resource Consultants LLC. presented on behalf of Indian Pond LLC., the conceptual design for 3 lot line adjustments and a subdivision to create 3 lots. The first concept involved 2 lot line adjustments on 8-29-54B (16.88 acres), 8-29-55 (3.78 acres), 8-29-57 (3.62 acres). The first adjustment would involve adding 2.22 acres from 8-29-54B to 8-29-57. The other adjustment would involve adding 4.56 acres from 8-29-54B to 8-29-55. The lots and their corrected acreages after the LLA would be: 8-29-55 (8.34 acres), 8-29-54B (10.10 acres), 8-29-57 (5.84 acres). Tom H. also highlighted that there is an existing building on 8-29-57, and there is an existing driveway starting on Lot 55. Tom H. also clarified that the applicant would work on a shared driveway maintenance agreement (reg 5.09) as Lot 54B would have access via the driveway from Lot 55. Tom H. also outlined the proposed 6.6-acre view easement on Lot 54B for Lot 57, including a 20’

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view easement buffer on the east side of the lot. Ann G. clarified that this is just an application for 2 Lot Line Adjustments. The board agreed. Tom H. then outlined the next concept on the west side of Indian Pond Rd. Tom H. clarified that this concept would be two separate applications. The first part of the concept is a proposed Lot Line Adjustment involving 8-29-63 (250 acres) and 8-29-64 (127 acres). The LLA would add 179.2 acres to 8-29-64 from 8-29-63. The acreages after the LLA would be: 8-29-63 (68.6 acres) and 8-29-64 (306.2 acres). Tom H. confirmed they will be doing a full perimeter survey of 8-29-63, but is unsure if 8-29-64 has been surveyed at this time, and will ask for a waiver on surveying 8-29-64. The next part of the concept would involve creating 3 buildable lots from 8-29-64. Each lot would have a separate driveway and have more than 50 feet of road frontage. The lots and acreages would be: Lot 1(13.5 acres), Lot 2 (30.1 acres), and Lot 3 (25 acres). Tom H. also pointed out the request for a 100 ft no-building setback along Indian Pond Rd, but would allow for driveways, log landing, and skid trails. Charlie S. and Tom T. asked for clarification on the proposed building sites, as there are 2 for each lot on the map. Tom H. confirmed these were just various proposed sites for homes, with the plan being one residential home on each lot. Tom H. asked the board's thoughts on a waiver for perc testing for the 3 buildable lot subdivision. Ann G. stated in the past that it has been required, and if we approve with a waiver of perc tests, the board would be setting a precedent. Mark A. & Renee T. confirmed perc tests required on application. Tom T. recommended perc testing if planning to sell lots. Tom H. confirmed with the board that curb cuts were required before final approval. Tom T. confirmed it would be through the town road agent. Ruth H. asked that for future meetings, there be enough copies for the alternate members as well. The board thanked Tom H. and George Host for coming in for the conceptual meeting.

#### **Other Business:**

Due to a clerical error, an application for a Lot Merger submitted on time by Tim & Lynn Cook for 3 lots at 145 River Rd was not added to the agenda. The board discussed that since a merger doesn't require notifying abutters or a public hearing, the application could be heard without being on the agenda. Mark A. made a motion to amend the agenda to add the Lot Merger to the meeting. Charlie S. seconded. 5 in favor. Paul G. & Ruth H. abstained as not enough time to review the application.

**Lot Merger for 145 River Rd, Map 8-110 Lot 3, 2A, & 2. (Tim & Lynn Cook):** Renee T. confirmed there is no mortgage on any of the lots and the application is complete. Tim Cook presented a survey map to the board. The merger would involve 8-110-02 (18 acres), 8-110-02A (5 acres), and 8-110-03 (5.5 acres). Tim C. confirmed that the lots can't be subdivided as under conservation easement SPONHF (Society for the Protection of NH Forests). Renee T. confirmed the deed's state lots can merge. Mark A. made a motion to approve the Lot Merger of 8-110-3, 2A, 2. Paul G. seconded. All in favor. Tim C. thanked the board. Mark A. confirmed will print, sign, and bring to Esther M. to send to the Grafton County Registry of Deeds.

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**New Zoning/Land Use Law:** Ann G. asked, as a follow-up to last month's meeting, should the board be doing anything with the new zoning/land use laws? Ann G. asked specifically about ADUs and buildings on Class VI roads. Renee T. confirmed ADUs don't pertain to Orford as there is no zoning. Renee T. outlined the changes in Class VI roads. Now, the applicant fills out the waiver to build on a Class VI Rd., and it goes to the selectboard for approval. If there is a subdivision on a Class VI Rd., it still goes to the planning board.

Ann G. confirmed she was working with Esther M. to update the website to reflect current board members and information. Renee T. confirmed she would send Esther M. the updated applications that reflect the updated fee schedule. Renee T. confirmed that Esther M. has the updated fee schedule approved by the planning board last month.

Tom T. & Ruth H. requested that the board get agendas and any applications one week in advance to allow for time to review. Mark A. apologized for not sending out the agenda earlier this month and confirmed will send out one week in advance for future meetings.

Caleb D. acknowledged an email from Kelley M. on a past planning board member, Harry Osmer expressing interest in being an alternate. Caleb D. will reach out and invite him to the next meeting.

**-Review any invoices/mail:** No new invoices/mail  
Respectively submitted, Caleb Day, Orford Planning Board Secretary.

### **Tentative Meeting Agenda for November 18, 2025, 5:30PM Town Offices**

Ruth H. made a motion to adjourn the meeting at 6:41 PM. Mark A. seconded. All in favor.