

Planning Board Meeting
7:00 p.m. February 24, 2026 at the Meeting House

Members Present: Brendan O'Donnell (Chair), Greg Meeh, Logan Snyder, Joshua Gordon, Scott Doherty (Selectboard Rep)

Members Absent: Rich Marcoux (Vice-Chair), Megan Portnoy, Hillary Nelson (Alternate), Clifton Mathieu (Alternate)

Others Present: Ken Folsom (Town Administrator), Jim Snyder, Nicolo Anastasy, Beth BLair, Lisa Carlson, Cheryl Andrew (Recording Secretary)

Call to Order

The Planning Board meeting was called to order at 7:00 p.m.

Approval of Previous Meeting Minutes

Brendan called for approval of the January 27, 2026 meeting minutes. At this time, Megan joined the meeting via Zoom. The Board received a printout of the proposed changes and Brendan read them aloud.

On line 65, a clarification that Rich and Greg made the point about the Board looking at the density bonuses. Joshua made a motion to accept the edit to line 65, seconded by Scott. A vote was taken, all were in favor, the motion carried.

Insert a paragraph at line 68 to include conversation between Megan and Rich in responding to public questions. Joshua stated he objects to the addition of the paragraph as he feels it reports interpersonal conflict rather than recording the decisions of the Board. Brendan noted the purpose of minutes is to summarize discussion and decisions and not to capture characterizations. Megan noted that she felt there had been a continued pattern of disrespect that should be recorded in the minutes. Brendan suggested edits for the paragraph to read, "Several Board members responded directly to Mr. Todd's comments regarding bonus density. Megan began to respond to Mr. Todd, at which time Rich directed Megan to address all questions to the Chair to avoid direct back-and-forth with members of the public. Megan asked whether this directive applied equally to all Board members when responding to public questions, after which she continued her response to Mr. Todd that the Board had found the current density bonus incentives limited in prior applications and that it intended to explore more effective incentives going forward. She cited a lack of time as the primary reason such work had not been completed before the proposed warrant article." Megan was in agreement with Brendan's revision of the paragraph. Logan stated either Megan or Brendan's version was acceptable to her, Greg and Scott agreed with Brendan's version. Joshua felt the paragraph should not be included at all. Logan made a motion to accept the edits per the recently read Brendan's version, seconded by Scott. With no further comment from the Board, a vote was taken. Megan, Scott and Logan voted aye, Joshua voted nay and Greg abstained. The motion carried.

Greg made a motion to approve the January 27, 2026 minutes as amended, seconded by Joshua. A vote was taken, all were in favor, the motion carried.

Brendan noted there were no substantive edits to the minutes of the February 10, 2026 meeting. Joshua made a motion to approve the February 10, 2026 minutes, seconded by Logan. A vote was taken, all were in favor, the motion carried.

Megan left the meeting at 7:18 p.m.

Public Hearings

Jim Snyder prepared to address the Board with a Subdivision Application for Map 228, Lot 11, 115 Asby Road. At this time Logan recused herself for voting on the issue as an abutter. Mr. Snyder expressed appreciation of Michelle Hammond's (Land Use Administrator) assistance and interaction with applicants. He also apologized for his confusion in regards to the Canterbury Rectangle and Joshua stated it should be included in the regulation. Mr. Snyder also said he had received a scam email, supposedly from the Planning Board, requesting funds to continue with his application. Brendan made note of this to alert future applicants of the potential for such scams.

Mr. Snyder addressed the waiver request. The wetlands are delineated on the proposed new lot of 6.5 acres, but the request is to waive the wetlands delineation on the remaining 37.5 acre lot. There are two small areas of wetlands on this lot with sufficient upland acreage. The file contains a letter from the wetlands scientist, stating the wetlands on the new parcel have been delineated, however there is no wetlands stamp on the plan. Greg made a motion to grant the waiver of wetlands delineation on the parent parcel, seconded by Joshua. A vote was taken, all were in favor, the motion carried. Greg made a motion to accept the application for the Subdivision on 115 Asby Road as complete, Scott seconded. Brendan noted all required information, with the exception of the wetlands stamp, was contained in the application package. A vote was taken, all were in favor, the motion carried.

Mr. Snyder explained that he wishes to subdivide the lot at this time to allow the potential for possible sale in the future. There are two possible areas for the driveway, neither of which impacts the wetlands. Although the well and septic do not appear on the plan, there is also no impact to the wetlands. The parent parcel will remain with 300-600 feet of frontage on Asby Road and 100-150 feet on Mudgett Hill Road, which is a Class 5 road. Greg noted that the contour lines must appear on the plan as per the regulation. Mr. Snyder noted the plan shows two foot contours and said the Registry requires no text to be obscured by contour lines. Brendan indicated the plan shows the 6.5 acre lot but indicates nothing as to the remaining parcel and questioned whether there should be a plan to show both lots with frontage drawn to scale for the remaining parcel. This information for the remaining parcel could appear the plan. Brendan called for additional comments from the Board and the public in attendance. As there were none, Joshua made a motion to approve the subdivision of Map 228 Lot 11, 115 Asby Road subject to the conditions that the plan contain the wetlands stamp, as well as statements to the frontage estimate and total acreage of the remaining parcel. The motion was seconded by Greg. A vote was taken, all were in favor, the motion carried.

New Business

The Board reviewed the Conditions of Approval for the Hildreth's Farm Condominium project with Nicolo Anastasy, representative for the project. The letter of response from Meridian Land Services, Inc., along with the subdivision maps, condominium Declaration and the By-Laws

were reviewed. Joshua questioned whether the condominium documents address the fact that a gun club is an abutter to the property and the question of whether the residents can veto what the commercial residents can do. The Board discussed the items on the response letter from Meridian Land Services, Inc., with Mr. Anastasy's explanations as follows:

Item 1: The condominium documents were submitted to the town on February 4, 2026 and reviewed by the Town's attorney. Ken Folsom received communication from the attorney suggesting a conveyance be prepared that the Open Space is designated in perpetuity as required by the Town of Canterbury Planning Board on November 4, 2025.

Item 2: Documents have been submitted to the Town for review.

Item 3: The Town's attorney suggested the condominium documents include requirements for maintenance of the Designated Open Space, infiltration basins and the existing tree buffer along the access road to Commercial lots 2 and 3. The Board requested additional sections in the By-Laws Article V, Operation of the Property, Section 6(c)(ii) designated as (f) mowing the Open Space, (g) maintaining the infiltration basins, and (h) maintaining the tree buffer along the access road to lots Commercial 2 and Commercial 3, in accordance with the conditions noted on the Planning Board Notice of Decision dated November 4, 2025. Joshua suggested the Notice of Decision - Approval be included as an addendum to the By-Laws.

Item 4: Commercial site preparation to be completed in Phase 1 is addressed in the Phase Notes on sheet 8.

Item 5: Sheet 2 General Notes section shows Note 28 has been removed.

Item 6: Stop signs are labelled on sheet 11 and details included on sheet 18.

Item 7: Designated walking area and speed limit signs are shown on sheet 11.

Item 8: Fences bordering the residential and Open Space areas are shown on sheet 11.

Item 9: Physical barriers between the roadways and infiltration basins are shown on sheets 8 and 11. The legend shows fencing and boulder markings.

Item 10: Commercial sites 2 and 3 will be "pad ready" after Phase 1.

Item 11: Architectural standards as to style of housing have been added to sheet 2.

Item 12: The Building Inspector has permanent access to the Open Space areas. This is noted in the Notice of Decision - Approval by the Planning Board on November 4, 2025 which will be added as an addendum to the By-Laws.

Item 13: Sheet 8 shows the space ability for 50,000 gallon cistern. Sheet 10 shows three tanks of 10,000 gallons each with the ability to expand to 50,000 gallons.

Item 14: Permits have been applied for.

The final subdivision will become part of the town documents with the By-Laws, Declarations, Notice of Decision and mylar sheets,

Ken Folsom reviewed the email from the Town's attorney and noted all items were discussed by the Board. The Board was satisfied with all conditions having been addressed except items 1, 3 and 12, which require additional revision.. Brendan noted the full Board would not be required to review these items, that he could verify the conditions are present and sign off.

Brendan asked for public comments, there were none. Mr. Anastasy left the meeting with the additional notes and conditions to be added to the By-Laws and Condominium Declarations.

Old Business

Ken Folsom will send an email to Michelle Hammond that contains a breakdown of all Building Permits issued in 2025. The Building Inspector will send quarterly reports to the Board with a breakdown of all building permits.

Other Business

No Other Business was brought before the Board.

Adjournment

Scott made a motion to adjourn the meeting. Greg seconded. A vote was taken, all were in favor, the motion carried. The meeting adjourned at 8:36 p.m.

Next Meeting: 2026 March 17, 7:00 p.m. at the Meeting House
Minutes submitted by Cheryl Andrew, Recording Secretary

DRAFT