

**Planning Board Committee**  
**Grantham, NH**  
**Meeting Minutes September 4, 2025**



**1. Meeting Called to Order**

The meeting was called to order at 7:00 p.m. on Thursday, September 4, 2025.

**Members In attendance:** Chair Peter Guillette, Ralph Beasley, Bob Benson, Steve Bookless, Jacob Noble, Scott Shull, and Jeremy Walla

**Present:** Board Clerk Amy Monroe, Town Administrator Emily Owens, and Tod Lloyd

**2. Introductions:** The members of the committee introduced themselves to the new Board Clerk, Amy Monroe.

**3. Approval of Minutes:** Approval of the August 7, 2025 meeting minutes.

Committee member Noble moved to approve the minutes from the August 7, 2025 meeting. Committee member Benson seconded. ***The motion passed unanimously.***

**4. Public Comment:** No public comment

**5. Committee Updates**

**a. Zoning Board of Adjustment (ZBA)**

Board clerk Amy Monroe updated the board on the ZBA decision letters.

- 1) A special exception was granted to the homeowner in Eastman who sought a Federal Firearms License (FFL) to sell firearms from his home. The application was contentious and drew a large crowd in opposition to the request at the most recent ZBA meeting.
- 2) A special exception was also granted to another Eastman homeowner requesting permission to rebuild a deck, add steps, and lay new paving stones around Eastman Pond.

**b. Master Plan Committee (MPC)**

- Mr. Noble updated the committee about the push for more responses to the Master-Plan survey. The current numbers show 369 responses with the ultimate goal being 700. They plan to push it at local events, through the school, via local business, and by word of mouth before the deadline of October 15, 2025.

**6. Old Business**

**a. Subdivision Regulations**

- Mr. Benson noted that in Henniker there is a requirement that in order to subdivide, all property lines have monumentation such as rebar/steel rods placed at intervals of every 400 feet. He supported this idea as a no-/low-cost solution to improving the town's real-estate prospects in the long-run.
- Ms. Owens noted that if they want to add or edit anything in the subdivision regulations, that town counsel should first review it.
- Mr. Noble noted that historically metes and bounds were vague in nature and this amendment could help protect property owners from potential squatters and

homesteaders who either intentionally or unintentionally absorb parcels of property as their own after a set period of time.

- Mr. Benson will do research to review the recently changed regulation in Henniker as written.
- He later in the meeting had consulted with ChatGPT and stated the verbiage as “reinforced concrete or other durable material approved by the planning board with minimum dimensions of 4” square x 36” long set flush with finished grade and marked with a durable brass or iron pin.”

## 7. New Business

### a. Annexation Application: Raymond and Patricia Beliveau [44 Troon Drive]

- The Chair opened up discussion to public comment. There being none, he moved on to discussion among committee members.
- Mr. and Mrs. Beliveau were not present to address any questions or concerns.
- This couple applied to annex an adjoining lot.
- Mr. Bookless noted that once merged, per Eastman regulations, they cannot build a secondary living space on the newly merged piece of property. They can, however, build a shed, garage, or similar unit.
- Mr. Guillette said that he cannot speak to the applicants’ knowledge of this regulation, but noted that he did conduct a site-visit. It is not a large lot and the potentially annexed portion is just a gully.
- The application had a clerical error. Under parcel 1, it reads “This parcel is also known as Lot #225 on Tax Map 102 of the Town of Grantham.” And under parcel 2, it reads “This parcel is also known as Lot #225 on Tax Map 101 of the Town of Grantham.” The numbers are transposed, the tax map number should be “101” on both lines, and the lot numbers should be different.
- Ms. Owens said the document has to be wet signed so if the applicant must re-fill out the form, it would require mailing because they are currently in Florida.
  - Ms. Owens will check with the Registry of Deeds about editing the document and whether white-out is permissible.

*Mr. Walla made a motion to approve the application with the contingency that the applicant amend the form as discussed above. Mr. Benson seconded. **The motion passed unanimously.***

### b. Site-Plan Review Application: Beth Castello/Well-Tended Massage

#### [151 Route 10 N; Unit 5; Grantham Greenway Building]

- The applicant was present via Zoom to discuss her application.
- She recently graduated from a licensed massage-therapy program and is looking to open a small practice in the Grantham community.
- The practice would be in unit 5 on the second floor of the Grantham Greenway Building, which previously housed another massage practice.
- Mr. Bookless congratulated her on her success in her program.
- Mr. Walla noted that while this was listed as phase II/preliminary, it actually qualifies as phase III/final.

- The applicant agreed this should be considered a final-stage, not preliminary-stage, site-plan review.

*Mr. Benson made a motion to approve the application as a final site-plan review. Mr. Walla seconded. **The motion passed unanimously.***

**c. Business Applications Process**

- Ms. Owens sought approval to help make Grantham more business friendly by streamlining the planning-board application process, particularly for similarly situated business types.
- In her example, implementation of the above massage-therapy business could have been expedited if not for application deadlines and current provisions on the books that required business owners to go to the planning board despite the fact that the space she wishes to lease previously housed the exact same approved business type.
- The committee agreed the process should better facilitate business development and make the town a more inviting location for prospective retailers/business owners.
- The selectboard was likewise interested so long as the planning board agreed.
  - Ms. Owens will draft new language to be reviewed later.

**8. Public Comment:**

- No public comment

**9. Adjournment:** Committee member Benson made a motion to adjourn the meeting. Committee member Walla seconded. **The motion passed unanimously.** The meeting adjourned at 7:43 p.m.

The next Planning Board Committee meeting is scheduled for Thursday, October 2, 2025 at 7:00 p.m.

Respectfully Submitted,

Amy Monroe  
Planning Board Clerk