

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**December 6, 2021**  
*Final*

**I. Call to Order:**

Chairman Douglas called the meeting to order at 6:02 p.m.

**II. Introduction of Members Present:**

Chairman Fred Douglas, Selectman Mark Chamberlain, and Selectman Robert Howe  
Town Administrator Russ Boland

**Public & Media Present:** Phil Dupont, Sharon Dupont, Tom Chrisenton, and Code  
Enforcement Officer/Building Inspector Leo Trudeau

**III. Appointments:**

**Special Meeting with Phil and Sharon Dupont re: Request for Conditional  
Building Permit on Map 230, Lot 024-000**

Chairman Douglas read the agenda into the minutes.

*"The Board of Selectmen will meet on Monday, December 6, 2021, at 6:00 p.m. at  
Citizens' Hall, 9 Citizens' Hall Road to meet with Phillip Dupont regarding a request for a  
conditional building permit. The public is welcomed to attend. Posted December 3, 2021"*

Chairman Douglas confirmed that the Duponts were here to talk about a conditional  
building permit. They said that is their understanding of this meeting tonight.

Town Administrator Boland and Administrative Assistant Dawn Griska had taken the  
liberty to bring forth two documents:

1. A conditional building permit letter, which outlines details and applicable  
responsibilities.
2. Release Regarding Building Permits for Class VI Highway Agreement between the  
Duponts and the Town of Lyndeborough, if all are in agreement, the driveway  
permit will be issued tomorrow morning.

Selectman Douglas said that based on information you brought forth and conversations  
with T/A Boland, this Board has looked at the documentation relative to a conditional  
building permit. Based on that, the conditional building permit letter and the Release  
Regarding Building Permits for Class VI Highway Agreement has been formulated here  
in documents that you would sign, if you agree with them.

The Duponts were asked to read the documents before making any decisions. The  
documents were handed to Mr. and Mrs. Dupont for review as well as the Building  
Inspector:

Mr. Dupont asked the Board to describe construction of a weatherproof infrastructure. As he understood it, does that include finishing the house in addition to making it weatherproof. Chairman Douglas said as he understands it, they can finish the house, however, if the conditions are not met, you will not receive an occupancy permit. The Building Inspector confirmed this by saying, "Yes, as the Selectmen wishes".

Mr. Dupont said that essentially the Lyndeborough, and other applicable laws, are in large part what we have been discussing for the past several months. Obviously with as any structure, it needs to pass all the regulations relative to building occupancy permit. The answer was, "Yes".

Mr. Dupont said that unless there is something he is missing, this is what he was hoping for. He thanked the Board, many times, for meeting outside of your meeting schedule. He said he is happy with what is outlined.

Chairman Douglas asked if there are any other questions from the Board or the Duponts. There were none. This can be executed tomorrow if the Board votes to move forward.

Code Enforcement Officer Leo Trudeau confirmed that he heard the Board says that the Duponts can bring the building to completion. He noted that use of the term 'weatherproof structure' in the letter creates a gray area. The construction industry calls it a 'watertight shell', which has nothing inside the shell. The term "to completion" was discussed and they all agree. The intent is the Duponts can build their home. Selectman Chamberlain said yes, but that he is not clear if the Board's agreement to say that a "completion to be livable". This was discussed and agreed the modify the document to say a conditional building permit.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to agree to strike the words 'weatherproof your structure' and allow them to obtain a conditional building permit. Motion passed 3-0.**

Mr. Dupont agreed with that. TA Boland asked Administrative Assistant Dawn Griska to modify the document. Mr. and Mrs. Dupont were provided the updated documents for review.

**VOTE: Selectman Chamberlain made a motion, Selectman Howe seconded to entertain the release of liability agreement regarding a building permit on a undesignated highway relative to the conditional building permit. Motion passed 3-0.**

Mr. and Mrs. Dupont were asked if they agreed and if so to sign the document. They signed the documents. They were provided copies of the signed documents.

Chairman Douglas said he appreciated them coming in tonight and wish them the best of luck. Mr. Dupont said he appreciated the meeting.

Selectman Chamberlain directed a question to Tom Chrisenton who was still at the meeting, asking if he can visit his property tomorrow afternoon to look at the roads and

asked if Mr. Chrisenton had an issue with that. He will accompany Road Agent Mark Chase, Town Engineer Kevin Leonard and the Building Inspector/Code Enforcement Officer Leo Trudeau. T. Chrisenton replied, "That is fine". He also thanked the Board.

**Adjournment:**

**VOTE: Selectman Howe made a motion, Selectman Chamberlain seconded to adjourn at 6:38pm. Motion passed 3-0.**

*See Attachment for document.*

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Robert Howe