



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

14 July 2025 Select Board Meeting Minutes

1. Call To Order

- By Select Board Chairperson Timothy Cremmen at 6:31 PM

2. Pledge of Allegiance

3. Roll Call

- Roxanne Tufts Keegan - Member (present)
- Tracy Donovan-Laviolette - Vice Chairperson (present)
- Timothy Cremmen - Chairperson (present)
- Michael Green - Member (present)
- Bonnie Gagnon - Member (present)

4. Approval of Minutes

- No Minutes to be approved

Signature Action

Old Business

New Business

5. Town Clerk/Tax Collector

- Timothy Cremmen announced the Middleton Town Clerk/Tax Collector and deputy had resigned, prompting the board to discuss interim appointments.
- Tim Sinclair asked about the process for appointing a new clerk.
 - Timothy Cremmen explained the process, including that the Select Board had reached out to a former Town Clerk and asked them to fill in until the March Election.

6. Planning Board Complaint - Heather Dovholuk

- See Attached
 - Heather Dovhlouk was heard on her complain against Christine Maynard
 - See attached
 - Christine Maynard offered her rebuttal.
 - Kate Buzard asked about the process



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- Mr. Cremmen explained that this is the first step to determine if there is a need for a public hearing, and the next step is to have the public hearing, which will be scheduled by the Select Board
- Code Enforcement Officer Carl Roy spoke a town-wide enforcement of the Camp Site ordinance is underway. While some campers are known to be in the Nicola Rd neighborhood, there's no current evidence of them being lived in..
- Police Chief Scott Ferguson reiterated Carl's point about addressing issues at other campsites, having gone around with him to do so.
- Josh Plourde asked whether porta-potties are regulated in the same way as campers, specifically regarding their presence on private property.
 - The answer given was it seems the current enforcement effort is focused solely on the camper ordinance, and there's no indication of rules against having a porta-potty on your property. This suggests that porta-potties are not directly addressed by the camper ordinance and thus have "nothing to do with" camper regulations.
- Christine Maynard commented that that even under the old private campsite ordinance, a camper would still have to adhere to setback requirements: 50 feet from the road and 20 feet from all property lines.
- Kate Buzard asked about the specific state regulations in New Hampshire regarding graywater, particularly for campers, and raising a point about enforcement challenges since porta-potty companies will pump out campers, but raised the point about showers and washing dishes.
- Heather Dovhlouk stated she has no running water hooked up the camper and brings her dishes with her when she leaves.



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- Katie McBeth spoke about aspiration of pening an in-home salon at her recently purchased property. Her current residence (where her mother lives) is for sale; the salon was intended for the new home. She was told association rule prohibits commercial businesses in residential homes unless by written agreement. She attempted to but was reportedly denied. She claims Christine Maynard serving on both the Planning Board and the Association provided inconsistent guidance (e.g., variance, zoning board). Christine Maynard, from the Planning Board, advised obtaining a written agreement from the association. Later, during a Planning Board meeting, resident was allegedly told not to bother seeking an agreement. The association (SLA) had supposedly decided in September 2024 that no more written agreements would be issued. Katie asserts these agreements do exist and no such decision was ever made.
- Katie McBeth stated that she had been misled, preventing her from pursuing special permission for her salon. Because she couldn't open the salon she is putting the house up for sale.
- Seeking written documentation from the town, to confirm that her inability to open the salon was due to conflicting information/rules, not her own fault.
- Timothy Cremmen stated that the board is not prepared to give her that documentation at this meeting.
- Christine Maynard, as new board chair, state she addressed the resident's claims regarding an in-home salon, clarifying their actions and the perceived inaccuracies.
- Christine stated that they were asked to contact the resident, Katie, due to her claims that Carl (Code Enforcement) was not helping her, explaining that they initially sought clarification from Carl regarding code enforcement and plumbing requirements for such a business. While initially suggesting a variance might be needed due to zoning, Christine later clarified that this was incorrect and a variance was not required.



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- Christine highlights their consistent stance on recusing themselves from any town-level decisions related to this civil issue, even consulting the NHMA (New Hampshire Municipal Association) who concurred with their decision to recuse. They made this clear at both planning board and association meetings the resident attended. Regarding the association's position on "written agreements," Christine refuted the claim that the association decided in September 2024 to end them. She reviewed the meeting minutes, which did not support this. Instead, the association voted to hire an attorney to research the covenants' enforcement jurisdiction. The association's intent was to keep it a civil matter, allowing property owners to dispute issues amongst themselves. The attorney's 7-page report confirmed that the association could not enforce these covenants without risking civil liability. Christine reiterated that they never voted on the matter and consistently distinguished personal views as an association member from their role as chair, always maintaining recusal from town decisions on this civil matter.
- The Select Board will schedule a public hearing in reference to this complaint

7. Slow Down Wakefield

- Mary Wing Soares (Past Vice President and President, Greater Wakefield Alliance Club) and Natalie Leroux (Program Brainchild) presented on the "Slow Down Wakefield" initiative, which aims to improve road safety and community engagement.
- Key Points from the Presentation:
 - "Slow Down Wakefield" involves placing signs to encourage reduced vehicle speeds and organizing "Ride and Bike Walk to School Days."
 - The program has received positive community feedback, fostered positive discussions on local Facebook pages, and led to successful "Ride and Bike Walk to School Days" (one hosted by the Recreation Department with breakfast, another at the Lions Club field day with "feel good" signs from Middleton Elementary).
 - Natalie also facilitated a presentation by the Block Alliance of New Hampshire at Paul School on pedestrian and biking safety for students.
 - Several Middleton residents have expressed interest in implementing a similar "slow down" program in their town.



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- Cost & Implementation:
 - The initial 200 signs for Wakefield cost just under \$700.
 - For Middleton, the Greater Wakefield Alliance Club would handle sign procurement upon receiving a check.
 - They would coordinate with Ivy Leette Carlson, the Middleton principal, to potentially organize a "bike/walk to school" program.
 - The Bike Walk Alliance of New Hampshire and the Wakefield Recreation Department have previously provided free safety kits (including helmets and literature) to students, often through grants or donations. Natalie offered to inquire about how Middleton could access similar resources.
- Collaboration: The Greater Wakefield Alliance Club is prepared to assist Middleton in getting the program started, including coordinating school events if deemed appropriate for Middleton's context.
- Road Agent Dan Phillips inquired about the "Slow Down Wakefield" program, specifically regarding road width and safety for "Bike/Walk to School" events in Middleton.
 - He noted that Middleton's roads are often only 22 feet wide, expressing particular concern about Kings Highway due to its high traffic volume and drivers often being in a hurry.
 - Phillips suggested that if a "Bike/Walk to School" event were to be planned, setting up a detour would be crucial for safety. He emphasized the importance of coordinating with relevant departments, including the police, given the significant through-traffic on roads like Kings Highway.
 - While he supports the program as a "fun idea for the kids," his primary concern is ensuring safety due to the narrow roads and busy traffic patterns.
- No immediate decision was made regarding the program's implementation in Middleton.
 - Natalie will communicate with the board and the recreation department.
 - The goal is to potentially launch the program in Middleton in September or October to align with the start of the school year, with another "walk" planned for May.
 - Further communication will follow as plans develop.



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8. Domestic Partner Insurance Coverage

- The Select Board discussed an inquiry about providing domestic partner insurance coverage. It was noted that an employee had asked if this could be offered as an additional option to existing health insurance coverage.
- Roxanne Tufts Keegan volunteered to reach out to inquire about the feasibility and potential costs associated with offering domestic partner insurance coverage.
- The primary consideration for the board will be the potential cost implications.

9. Emergency Management / Fire

- The committee discussed emergency management, specifically receiving an update on the fire department's activities for the month of June:
 - Calls for Service (June):
 - Health Service: 17
 - Medical Farming: 14
 - Motor Vehicle Accidents: 2
- Chief Wheeler and Engineer Wally Givara drove Engine 4 home to Middleton from Louisiana.
- Equipment Pool Work: Significant work is underway on the equipment pool, with radios, tool mounts, and hoses scheduled for servicing this week.
- Training & Promotions: Members have been trained on new equipment, and one individual was promoted to Rapid Lieutenant.
- Recruitment: The department has received more applications from qualified applicants for both EMS and certified firefighter positions.
- Station Improvements: Additional work will be completed on the fire stations, and options for AC installation are being explored, particularly for the area where ambulances are stored to maintain required medication temperatures.
- Old Fire Truck Sale: The Town of Charlotte, Maine, is looking to purchase Middleton's old fire truck for \$40,000. The board was asked to approve this sale, with the potential for the town of Charlotte to purchase it as early as tomorrow (15 July 2025).



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- Timothy Cremmen made the motion to sell the Old Fire Truck to Charlotte, Maine
 - Mike Green seconded the motion
 - Vote passed unanimously

10. Highway Dept

- **See Attached**
- Road Agent Dan Phillips gave his report for the month that included
 - Road Sweeping: Swept the intersection of New Durham Road and Silver Street (dirt area) on a rainy day to minimize dust.
 - Tree Removal: Responded to a fallen tree on Gary Road (initially handled by Fire Department), cut it up, and chipped the brush.
 - School Bush Trimming: Trimmed a bush blocking sightlines at the school exit at the request of a bus driver.
 - Governor's Road Preparation for Paving:
 - Cut shoulders (scraped off excess winter sand/dirt) to improve water drainage into ditch lines.
 - Cut brush to facilitate shoulder work.
 - Replaced a culvert on Governor's Road prior to paving.
 - Swept the road in preparation for paving.
 - Lawn Mowing & Trimming: Mowed lawns and performed trimming as needed (new hire to assist with this around town hall, fire department, etc.).
 - Silver Street Work: Started cutting shoulders and performed a "shim job" (minor leveling) in preparation for a full overlay next year.
 - Paving Operations:
 - Prepped and graveled the culvert area on Governor's Road for paving.
 - Paved Governor's Road and a section of Nicola Road (from Silver Street up to Dudley), noting it was a good price and addressed alligator cracking.
 - Post-Paving Work:
 - Graveled all gravel driveways immediately after paving to address drop-offs and prevent pavement damage.



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- Contracted the paving company to complete shoulder graveling.
- Drainage Issues:
 - Addressed a filled-in ditch line at a resident's request.
 - Addressed a similar old ditch line and puddle issue at 42 Spruce Road, extending the ditch to a culvert.
- Shoreline Maintenance: Graveled a washed-out shoulder on the way down at a resident's request.
- Beach Cleanup: Continues to clean the beach as needed. Noted success with removing the trash can, as most users are now taking their trash with them, reducing alcoholic beverage waste.
- Signage Maintenance: Cut brush around chevrons on Kings Highway and will be cutting around road signs (e.g., stop sign at end of New Durham Road) within the next week. Encouraged residents to report obscured signs.
- Communication & Availability:
 - Road Agent is available at the shop from 6:00 AM to 4:30 PM, Monday through Thursday.
 - Checks emails and messages first thing in the morning, often at lunchtime, and at the end of the day, striving to respond to all inquiries.
- Other Activities:
 - Flag Maintenance: Replaced damaged flags around town before the 4th of July.
 - Vehicle Bids: Two old plow trucks (a 2003 plow truck and a smaller mid-size plow truck with a front plow and wing) are off for a 30-day bid, with replacements already secured.
- Carl Roy asked about extending the ditch down around the corner to an 8-inch culvert, which drains onto two properties.
 - Mr Phillips responded by saying the culvert is located at the foot of the corner, between two properties, and drains through to Lake Shore, going out underneath the bridge. There is also another culvert just beyond Pine that serves a similar purpose.



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- Josh Plourde asked about whether they were cutting the brush manually or had a piece of equipment, and if they had looked into renting a piece of equipment to cut the brush on the road.
- Mr Phillips responded by saying that they were doing it manually, and they didn't have a line for equipment rentals in the budget.
- Dan Cremmen asked if there had been any contact with SUR about the cutout on Ridge Road, and if he could be involved in the process of meeting with them, because he believes that the recent work that has been done is causing flooding on his property.
- Mr Phillips noted that the job was engineered and installed according to the grades provided by the engineer. It was further stated that the area will be topped, which is expected to significantly improve water flow to the catch basins.
- Wendell Brown raised concerns regarding snow removal practices, specifically the pushing of snow onto private property during plowing operations. Mr. Brown stated that snow, including a pile of "saw" (likely referring to road debris mixed with snow), was pushed onto their 103-year-old aunt's property and has not been cleaned up for three to four years
- Mr Brown also reported an issue with a town one-ton truck parked on the wrong side of Bridge Street, approximately 100 feet from Rt 153 on Ridge Rd. The truck was allegedly three-quarters out into the road with no lights or cones, posing a potential safety hazard. The resident expressed being startled by the situation. It was unclear if the driver was putting up a sign or simply sitting there, but the resident emphasized that such parking is illegal.
- Tim Sinclair inquired about the town's roadside trimming practices, particularly regarding a sharp corner near a his home on Ridge Road where overgrowth significantly reduces visibility.
- Mr Phillips clarified that there is no fixed distance (like 6 or 8 feet) for trimming. The right-of-way is determined by the property pins, and the road itself does not always run in the center of this right-of-way. Therefore, the town's right-of-way could be anywhere from 6 to 20 feet in a given area.
- Mr Sinclair asked about the possibility of hiring an outside contractor for trimming.



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- Mr Phillips stated that the current budget is fixed and line-by-line, with no existing line item for outsourced help. They acknowledged this could be something to consider for future budgets.
- Mr Sinclair asked about staffing levels within the Highway Departments, noting they believed the department was down to two people.
- Mr Phillips confirmed that a new part-time person was hired tonight (the night of the meeting) following an interview with the Board. This new hire will primarily focus on mowing lawns. Regarding winter staffing, Mr Phillips clarified that the department typically has four people during the winter months. This includes a seasonal part-time individual who works specifically during snow events and is not a 40-hour-a-week employee. During non-snow periods in winter, the department operates with three full-time staff members.
- Timothy Cremmen stated that all job opportunities with the Town of Middleton can be found at www.MiddletonNH.gov

11. Police Department

- **See Attached**
- The Middleton Police Department presented its report for the month of June Monthly Statistics:
 - 203 calls handled through Strafford County dispatch.
 - Incidents Handled: 41.
 - Arrests: 0.
 - Accidents in Town: 0.
 - Motor Vehicle Citations Issued: 5.
 - Department Activities & Updates:
- Recruitment efforts are ongoing, with background investigations in progress. The department has another certified candidate in the pipeline who may come before the Board in the coming weeks.
- Police assisted the Highway Department with roadway paving, offering support with traffic control to help slow vehicles.



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- Officers are continuing their annual training through PSTC to meet required hourly training requirements.
- The speed trailer is rotated to different town locations weekly. It's programmed to only display speeds up to 5 mph over the limit, encouraging drivers to slow down rather than use it to test high speeds.
- The department conducted a couple of joint investigations with surrounding communities this past month. These investigations, including work with State Police, may lead to an increased police presence in town potentially this week, with multiple warrants expected to be served.
- Officer Hutchins is progressing well through the Field Training Officer (FTO) program and is anticipated to be released for solo duty in the next couple of weeks, continuing her field training process with the department.
- A firearms proposal was intended for presentation tonight but was withheld due to inaccurate information and will be presented at the next meeting.
- Quotes for AC units have been forwarded to the Board, with three different options provided.
- The Animal Control Officer (ACO) vehicle is currently at the Highway Garage and will be put up for auction. The vehicle, believed to be a 2014 model (pending double-check), starts, drives, and stops. However, it is noted to be extremely rusty underneath, and parts were salvaged from it for the police chief's vehicle and the fire department's command vehicle. The department no longer has a use for it, and a minimum bid of \$500 to \$800 is being considered for the auction.

12. Town Clerk/Tax Collector

- No report

13. Treasurer

- No report

14. CEO

- **See Attached**
- Carl Roy reported For the month of June, the Building Department issued five building permits, including one for a new home. These permits generated \$3,587.80 in fees.

This summarizes the Select Board meeting held on 14 July 2025. For the complete recording of this meeting and all associated comments, please visit <https://www.youtube.com/@townofmiddleton9741>, where all meetings are archived in their entirety.



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- Additionally, five permits were issued for electrical and gas work, bringing in an extra \$400 in fees for the month.
- The department is also continuing work on condemning properties, with the necessary forms now acquired and expected to be sent out this week.
- Aside from these activities, the month was relatively quiet.
 - Robin Bouchard inquired about the process for verifying that new constructions in town have the necessary permits, noting an increase in new houses.
 - Mr Roy confirmed that permits are required and are typically posted on-site.
 - Ms. Bouchard specifically referenced two houses and two foundations currently under construction, questioning if they all had permits.
 - Mr Roy clarified that two permits for foundations were recently issued within the last couple of weeks, in addition to permits issued in May. Only one new home permit was pulled in June. Mr Roy noted there might be four new constructions that are not yet complete.
 - A discussion ensued regarding a specific new home where the resident claimed no permit was displayed. Mr Roy confirmed that this particular property does have a permit, which was the sole new home permit issued in June.
 - Ms. Bouchard then raised a concern about this property, stating that based on original covenants or deed restrictions, the house was supposed to be set back 100 feet from the road on the west side. This setback was intended to prevent it from blocking another property.
 - Mr Roy responded that they had investigated this claim by having the assessing clerk review subdivision documents but found no such restrictions. They clarified that the town does not enforce deed covenants, as these are considered a civil matter between property owners, not a municipal enforcement issue. Therefore, even if a property owner built contrary to their deed, it would not fall under the town's jurisdiction for enforcement.
- Kate Buzard inquired if building permits are posted online.
 - It was confirmed that yes, building permits are available online.
 - They can be found under the Documents section of the town's website.



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- Kim Pinard inquired if there have been any discussions about managing the number of permits allowed to ensure effective oversight.
- It was confirmed by the Board that this topic has been discussed by the Planning Board. While it hasn't moved forward, it remains on their radar. Discussions have included considerations such as whether to limit the number of builds by contractors. The idea of potentially limiting permits as a way to manage growth has been raised previously.

BOS Comments

No Comments

Public Comment

No Comments

15. Casella

- Roxanne Tufts Keegan mentioned the Town is currently in the process of negotiating a new one-year contract with Casella, as the previous contract ended in June. The proposed contract has been sent to the town by Tony and will be placed on the agenda for the next meeting on the 28th for review and decision.
- Kate Buzard asked about the number of companies that have offered contracts for waste management services.
 - Ms Tufts Keegan stated that Waste Management was the only other company that was engaged in discussions, besides the current provider, Casella.

16. Adjournment

- Roxanne Tufts Keegan motioned to adjourn at 7:47 PM
- Bonnie Gagnon seconded
- Motion unanimously passed

ATTN: Board of Selectmen of the Town of Middleton, NH
182 Kings highway, Middleton, NH 03887

From:

Heather Dovholuk

603-285-5678

Email: hehe888us@yahoo.com

Mailing and Physical address:

115 Old Rochester Rd.

Dover, NH 03820

Middleton Land Address

(driveway town approved and address registered for emergency services):

25 Elaine Rd.

Middleton, NH 03887

6/26/2025:

To the Select Board of the Town of Middleton, New Hampshire,

Please let this letter serve as a formal complaint against the Planning Board Chair, Ms. Christine Maynard. On Wednesday, June 18, 2025, I received a letter from Attorney's Cronin Bisson & Zalinsky P.C. personally representing Christine Maynard, making [false] claims about the use of my property, citing covenant violations and threatening litigation if I do not comply with her demands by July 1st. [See Exhibit A – handwritten notes were made on the document for my own reference]

Before becoming Chair, it appears Christine has had a key role in making changes to the Middleton town zoning ordinances, particularly having a major role in rescinding Article 14 – Private Campsites. I believe there is a conflict of interest and personal bias occurring with Ms. Mayard as a public official. The following activities will show Ms. Maynard's conflict of interest with the Planning Board as well as her role on the Sunrise Lake Lands Association. Please see the Planning Board Minutes attached as exhibits to the references below:

- **February 8, 2024:** New Business, "C. Maynard said the rules about having a camper on personal property need to be reviewed and updated."
- **May 9, 2024:** She specifically volunteered to cover Family Compounds and Campgrounds because she had personal intentions and interests
- **January 16, 2025:** C. Maynard asked how rescinding Article 14 - Private Campsites would affect existing campsites. J. Mullen said he would investigate it.

From there, there is no record of minutes in regard to the discussion around that article, why it was rescinded and what that means for me as a property owner, but her comment regarding existing sites is proof to me, personally.

This all stems from interactions with Ms. Maynard as the Secretary and Treasurer of the Sunrise Lake Lands Association. In August of 2023, she approached me through the Sunrise Lake and Lands Association Facebook page about my land use. I cited that the town (I spoke with Carl Roy and others back when I bought my land in 2016) was neutral with my use and I did due diligence before purchasing my property to ensure I was doing the right thing, zoning wise, permitting a driveway, installing electricity, etc. I asked her to please stop contacting me through the "SLLA" if this is a personal matter. [See Exhibit B for full conversation]

After that conversation in August of 2023, she started taking steps to use Sunrise Lake Lands Association funds, to hire an attorney [See EXHIBIT C, Page 1-9] to investigate whether Sunrise Lake Lands Association had 1.) the authority to enforce restrictions and covenants on area properties as well as 2.) whether the association can require membership – this also shows personal motivation and a conflict of interest as it relates to property use with yet another organization. [See EXHIBIT D for SLLA Bylaws]. I filed Tax Exempt Organization Complaint Form 1309 with the IRS. [See EXHIBIT C, Page 10]

At the September 2024 meeting members were presented with the SLLA attorney findings on the property covenants stating: **the property covenants in question were not created with an enforcement mechanism, nor do they grant the association any enforcement rights. Members were advised to take a civil route.** [See EXHIBIT E & EXHIBIT F]

I would like it noted that if Christine Maynard's civil threats fall through that it would be very difficult to accept any directive from The Planning Board with her as a member, especially as it relates to any changes that were suggested by her when it comes to town zoning. I believe I am being specifically targeted by Christine Maynard since I am the only property being threatened with litigation yet there are at least 8 other properties in the neighborhood that have campers on them as of June 22, 2024.

Thank you in advance for your time. I am happy to answer questions or provide further documentation if needed.

Best,

Heather Dovholuk

APPENDIX:

In EXHIBIT A: Christine is claiming that she "personally witnessed us living in a camper", she also writes to me in August of 2023 [EXHIBIT B, page 2], that she doesn't often see me or ever see me. The only time I've ever seen Christine Maynard is at The Lakeshore Beach. Her husband walked by my driveway on May 25, 2024 with their small dog at approximately 9:45am, before the association member meeting, but that is the only time I've seen him near my property in Middleton, NH. I've never seen Christine Maynard at 25 Elaine Rd.



**Cronin
Bisson &
Zalinsky P.C.**
Attorneys at Law

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Shawn R. Dunphy
Admitted in NH
Email: sdunphy@cbzlaw.com

*Received
June 18, 2025*

June 16, 2025

Matthew and Heather Duvholuk
115 Old Rochester Rd
Dover, NH 03820

Dear Matthew and Heather:

Please be advised that this office represents Christine Maynard in regards to your ongoing violations of the deed restrictions on your property. Ms. Maynard has personally witnessed you living in a camper on your property and you have installed a portable toilet on your property that is not connected to a proper disposal system. Your actions have created a potential hazard and a nuisance to other owners within the Sunrise Lake Lands Association.

Your property is subject to the same restrictions as every other property within the Association. Your deed, recorded at the Strafford County Registry of Deeds at Book 4404, Page 190, states that your property is:

[S]ubject to certain restrictions upon use of the above-described premises as more fully set forth in the Vote of the Directors of Sunrise Lake Lands, Inc. (predecessor in name to Sunrise Development Corporation), dated April 6, 1965, recorded at Book 793, Page 435, of the Strafford County Registry of Deeds...

The Vote of the Directors of Sunrise Lake Lands, Inc., recorded at the Strafford County Registry of Deeds at Book 793, Page 435 states that:

4. All Artificial drainage and sewage shall be piped into a septic or cesspool, which tank or cesspool shall be located not less than 75 feet from the high-water mark.

7. That no house trailers, tents, Quonset huts, be placed on the premises being conveyed except temporarily during the construction of the dwelling thereon or at a distance of not less than 700 feet from the shoreline and then only by written permission.

The Votes of the Directors of Sunrise Lake Lands, Inc. ends by noting that "above restrictions upon use shall be considered as covenants running with the land upon all of those properties hereafter sold or conveyed..."

there is no living in the camper

Personal

*It is rented
and pump
weekly in
the summer
removed in
the ~~fall~~
and rarely
used when
we are
there.
My neighbor
do not move
and there is
zero contents*

→

Matthew and Heather Duvholuk
June 16, 2025
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This letter serves as notice that you must cease ignoring the restrictions on your property and remove the camper you are using as a house trailer. Additionally, you must remove the portable toilet. You both agreed to abide by the restrictions by purchasing your property and your own deed notifies you that the restrictions exist. As such, you have until July 1, 2025 to bring your property into compliance with the deed restrictions or this matter will result in litigation.

Sincerely,
CRONIN BISSON & ZALINSKY, P.C.

By:


Shawn R. Dunphy, Esq.

SRD:



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

PLANNING BOARD MEETING MINUTES APPLICATION REVIEW AND PUBLIC HEARING MINUTES

Middleton Old Town Hall
200 Kings Highway
Middleton, NH 03887

February 8, 2024

Meeting called to Order by John Mullen at 6:30 PM

Pledge to the Flag

Roll Call

Members present: John Mullen (Chair), John Quinn (SLVD Rep.), Christine Maynard

Members absent: Roxanne Tufts-Keegan (Selectboard Rep.)

Attachments

Opening Remarks

J. Mullen said he will not be available for the meeting that would normally be held on March 14, 2024. He said it's up to the other members of the board if they want to meet; there was nothing on the docket. Today they would talk about what they will do for 2024. John reminded members they need to get their Oath of Office in to the Town Clerk.

There was some discussion about the length of terms in the office of the current board members and the need to recruit new members.

J. Quinn suggested the moderator of the upcoming Town Meeting make an announcement that all boards need to increase their membership. He said if town residents want to see changes made they should participate in the decision making process.

Motion

To accept the minutes from the January 11, 2024 Planning Board Meeting as transcribed.

Motioned by: C. Maynard

Seconded by: J. Quinn

Discussion: None

Motion carried

New Business

J. Mullen said the amended/proposed ordinances the board complete working on will be on the upcoming ballot.

There was discussion about doing more work in the future on the town's Zoning Ordinances since they were last updated in 2017. It was agreed they need some major and minor revisions, and the members discussed how best to proceed. In addition to grammatical corrections, zoning districts and lot standard details need to be reviewed and changed as appropriate. They need to be more specific so there is less ambiguity about what people can and cannot do. Other ordinances, for example, those relating to workforce housing and campgrounds, should be updated to be in line with current regulations.

It was decided **J. Mullen** would ask Strafford Regional Planning, on behalf of the Planning Board, what assistance they could offer and at what cost.

J. Mullen said he has encouraged the Zoning Board to make recommendations to the Planning Board on what should be changed, added, or addressed. He suggests they have a joint meeting to discuss items and to decide what to put through the review process.

C. Maynard said the rules about having a camper on personal property need to be reviewed and updated.

It was agreed laws involving Workforce Housing, Apartments, Family Compounds, Accessory Dwelling Units and lot standards also need to be examined.

J. Mullen said former Chair Janet Kalar suggested they develop proposed ordinances for manufactured homes.

J. Quinn pointed out laws affecting these types of housing need to be made considering how they will work with laws involving subdivisions.

C. Maynard suggested they start the process of reviewing the ordinances with the ones that may put the town at risk because they are not in line with current RSAs and those that affect the health and welfare of surrounding residents or the watershed.

J. Quinn suggested they review errors such as grammar and spelling line by line in the workshop format, but should use any time available at regularly scheduled meetings to talk about major issues the public should be involved in.

J. Quinn said if any resident would like to change or discuss a specific Article they are welcome to bring it before the board.

Old Business

None

Public Comment

Resident Jonathan Sindorf gave an overview of his intent to subdivide his 39 acre lot into two parcels in order to separate a 5 acre lot. He asked the board for their guidance before he got too deep into the project.

J. Mullen gave some examples of the type of information the board requires for a subdivision and said he would put together a more detailed checklist than the one currently on the town website. He said Jonathan can set up an appointment for the board to do a preliminary review.

There was discussion about whether there would be an in person quorum in March so the Planning Board can meet.

J. Sindorf asked if he must have the entire 39 acres surveyed.

J. Mullen suggested he tell his surveyor, Norway Plains, the board needs to see the outline of the entire lot, the proposed 5-acre parcel and where it is in relation to rest of the area.

Motion: To adjourn the meeting at 7:11 PM

Motioned by: J. Quinn

Seconded by: C. Maynard

Motion carried

Respectfully submitted by:

Robin Willis

Assessor

From: John Mullen <moon1044@gmail.com>
Sent: Friday, February 16, 2024 8:13 AM
To: Christine Maynard SunriseLLAssoc Christine Maynard; Janet Kalar; John Quinn; keegan25@roadrunner.com
Cc: Assessor
Subject: March Planning Board Meeting
Attachments: PB Agenda03.14.2024.pdf; 2024-02-08 Planning Board Meeting Minutes Draft 1.pdf

As discussed in our previous meeting, we have decided to hold our regular meeting on March 14, 2024. As per RSA 673:12, III, I appoint Christine Maynard as the Presiding Member Pro Temp to act as the Chair in my absence for March.

I am including a proposed agenda for the March meeting for you.

We discussed our plans for 2024, which included updating our Zoning Ordinance to include:

- Camping Sites and Camp Grounds
- Workforce Housing
- Apartment and ADU's
- Family Compounds
- Lot Standards

That is an extensive agenda; we should narrow it to a more manageable load.

I will leave for Florida on February 26 and return around April 3. I will be available by cell (603 285 5909) and email.

John Mullen, Chair

Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

OFFICE OF THE PLANNING BOARD

MEETING SIGN-IN

Meeting Date: 2-8-24

Please Print Legibly

Name _____ **Address** _____ **Phone/E-mail** (optional) _____

Name	Address	Phone/E-mail (optional)
Jonathan Anderson	323 King's Hwy, Middleboro	603-733-7583



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

PLANNING BOARD MEETING

**Thursday, February 8, 2024
6:30 PM @ Old Town Hall**



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

OFFICE OF THE PLANNING BOARD

AGENDA

Regular Meeting

Thursday, February 8, 2024, 6:30 PM

**MIDDLETON OLD TOWN HALL
200 KINGS HIGHWAY**

- 1) Call to Order**
- 2) Pledge to the Flag**
- 3) Roll Call**
- 4) Opening Remarks:**
- 5) Review of Minutes:**
 - a) January 11, 2024**
- 6) New Business**
 - a) 2024 Zoning Ordinance Review and Additions**
- 7) Old Business**
- 8) Public Comment**
- 9) Member Comment**
- 10) Adjournment**



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

PLANNING BOARD MEETING MINUTES

Middleton Old Town Hall
200 Kings Highway
Middleton, NH 03887

May 9, 2024

These minutes serve as the legal record of the meeting and are in the form of an overview of the Planning Board meeting. It is neither intended nor is it represented that this is a full transcription. A recording of the meeting is available online at <https://www.youtube.com/@townofmiddleton9741/streams> for a limited time for reference purposes.

Meeting called to order by John Mullen at 6:33 PM

Pledge to the Flag

Roll Call

Members present: John Mullen (Chair), Christine Maynard (Vice Chair), John Quinn (SLVD Rep)

Members absent: Roxanne Tufts-Keegan (BOS Rep); Janet Kalar (Alternate)

Attachments

Building Permit Report 4/1/2024 to 5/8/2024

Opening Remarks

J. Mullen reviewed the agenda. He said he had some administrative items to discuss, including plans for the rest of the year, and would like to spend the rest of the meeting discussing zoning ordinance updates.

There was some discussion about the best night to have workshops. It was decided weeknights are better than weekends for board members.

New Business

Motion to accept the minutes from the April 11, 2024 Planning Board Meeting as transcribed.

Motioned by: J. Quinn

Seconded by: C. Maynard

Motion carried

J. Mullen talked about the recent Right to Know workshop he and the Administrative Clerk attended that was put on by the New Hampshire Municipal Association. He suggested board members attend workshops sponsored by this group - in person if possible. The material is informative and the interaction with other participants is also valuable.

J. Mullen said draft minutes need to be available to the public upon request within five business days, but the final version does not need to be completed until a future meeting. Minutes must include location, date and time, members present, others participating, a brief description of subjects discussed, and motions and votes.

J. Mullen said he was also reminded of the importance of properly handling discussions and sharing data amongst board members. He said board members cannot communicate about business matters outside of a public meeting. He said he will start using the planboard@middletonnh.gov email address and the bcc feature to communicate. This will avoid the risk of creating a meeting yet still ensure everyone gets the information.

J. Quinn added text messages are subject to the Right to Know Law also.

C. Maynard said attending the Right to Know and Newly Elected Officials workshops sponsored by NHMA and/or watching the videos more than once is helpful. They contain good information, even for seasoned board members.

J. Quinn said information such as the Right to Know booklet **J. Mullen** distributed at the meeting needs to be available to the public.

J. Mullen said he will investigate creating a centralized location such as an external drive to store Planning Board documents.

J. Mullen talked about the importance of the Rules of Procedure and the need to update them for the Town of Middleton Planning Board. He distributed a proposed draft and asked the members to review it so they can discuss any changes necessary at the next meeting.

J. Quinn said when the Rules of Procedure are finished and approved, they can put them on the website along with the meeting minutes and let people know they are there.

There was some discussion on the Oath of Office. All members need to be sure theirs are up to date with the Town Clerk.

There was discussion about ways to inform residents about the function of the Planning Board, the work they are doing, and how best to recruit new members.

J. Quinn talked about how difficult it is to gauge the effectiveness of different methods of communication. He said there are many ways to get information out; the challenge is how to get people to engage.

C. Maynard suggested sending out a postcard with upcoming meeting dates and directing people to the appropriate websites for more information.

J. Mullen suggested hosting an open house type meeting for the public so they can talk to members and learn what the boards do.

C. Maynard talked about having a garden area with a bulletin board, like the ones in state parks, near the beach for the Sunrise Lake Lands Association members.

C. Maynard said there is an official Middleton NH Facebook page. It is Middleton_NH, has the town seal as the profile picture and is administered by Selectboard Member Tim Cremmens.

There was discussion about remote meeting participation pros, cons and rules.

Old Business

2024 Zoning Ordinance Review and Additions

It was decided the ordinances below should receive priority and assignments were made as indicated:

Workforce Housing – J. Kalar
Family Compounds – C. Maynard
Seasonal Dwellings/Short Term Rentals – R. Tufts-Keegan
Campgrounds – C. Maynard
Septic – J. Mullen
Manufactured Home Parks – J. Quinn

J. Quinn said septic ordinances would be an unfunded mandate. There are most likely several in town that need repair and will not meet guidelines that may be established.

There was discussion about the effect of private septic systems on Sunrise Lake.

C. Maynard said there are things that need to be addressed even if they are difficult and/or costly. She said putting them off creates more problems in the future.

J. Mullen said state legislation is being created that addresses septic systems being up to date. He said 75% of the state's sewerage is septic and repairs can be expensive.

C. Maynard said there are grants available.

J. Quinn emphasized the importance of maintaining the rural character of the town and building quality homes.

C. Maynard said it would be helpful to have someone from New Hampshire Housing come to a Planning Board meeting to talk about Workforce Housing. She said they need to be sure the town's ordinance does not conflict with the state.

J. Mullen said Strafford Regional Planning charges \$75 per hour to write ordinances. However, they will review them at no cost prior to the town sending them to an attorney for final approval.

There was a discussion about Accessory Dwelling Units and recent legal activity.

J. Quinn said any ordinance that is adopted now would affect decisions in the future and not have any bearing on existing conditions.

There was discussion about the need to keep the future development of the town and the Master Plan in mind when changing the zoning ordinances.

It was decided the board will wait until June to start scheduling workshops.

Motion to adjourn the meeting at 7:47 PM

Motioned by: C. Maynard

Seconded by: J. Quinn

Motion carried

Respectfully submitted by:

Robin Willis

Approved 2024-06-13

TOWN OF MIDDLETON

Permits Issued

Permits Issued With Approved Date Between 04/01/2024 And 05/08/2024 Sorted by PID

PID: 000002 000001 000006	Project: ALTERATION -- REMODEL OF BATH MOVING	Location: 332 SILVER ST	Proj. Date: 04/18/24
Permit Type	Owner: PETERSON, CATHERINE	Owner Phone:	
Permit Number	Permit Status	Added	Approved
PLUMBING PERMIT	PB-24-02	04/18/24	04/18/24
Applicant:	EDDIE BADGER	Applicant Phone: 6032342424	04/18/25
Contractor:	EDDIE BADGER	Contractor Phone: 6032342424	
			Fee
			Est. Cost
PID: 000004 000003 000003	Project: ALTERATION -- GENERATOR	Location: 100 SILVER ST	Proj. Date: 04/17/24
Permit Type	Owner: DRAKE, TINA M	Owner Phone:	
Permit Number	Permit Status	Added	Approved
ELECTRICAL PERMIT	E-24-09	04/17/24	04/17/24
Applicant:	FRANCIS DRAKE	Applicant Phone: 6032529597	04/17/25
Contractor:	GENERATOR SUPERCENTER	Contractor Phone:	
			Fee
			Est. Cost
GAS PERMIT	P-235	04/17/24	04/17/24
Applicant:	FRANCIS DRAKE	Applicant Phone: 6032529597	04/17/25
Contractor:	GENERATOR SUPERCENTER	Contractor Phone:	
			Fee
			Est. Cost
PID: 000004 000025 000000	Project: ALTERATION -- REPLACE CUSTOMER OWNED	Location: 17 SPRUCE ROAD	Proj. Date: 04/18/24
Permit Type	Owner: ELLINGWOOD, HAROLD E & LYNDA P	Owner Phone: 7035549360	
Permit Number	Permit Status	Added	Approved
GAS PERMIT	P-236	04/18/24	04/18/24
Applicant:	PALMER OIL	Applicant Phone:	04/18/25
Contractor:		Contractor Phone:	
			Fee
			Est. Cost
PID: 000004 000181 000000	Project: ALTERATION -- 286 ADDITION ON BACK OF HOUSE	Location: 12 ELAINE ROAD	Proj. Date: 03/28/24
Permit Type	Owner: DUVAL, CODY L	Owner Phone: 6039733273	
Permit Number	Permit Status	Added	Approved
PLUMBING PERMIT	PL-24-04	05/01/24	05/01/24
Applicant:	JOHN SOUCIE	Applicant Phone: 6039884531	05/01/25
Contractor:		Contractor Phone:	
			Fee
			Est. Cost
ELECTRICAL PERMIT	E-24-12	05/01/24	05/01/24
Applicant:	CODY DUVAL	Applicant Phone: 6037676268	05/01/25
Contractor:	LOGAN WOODWORTH	Contractor Phone:	
			Fee
			Est. Cost
PID: 000004 000293 000000	Project: DECK -- 453 SQ FT DECK	Location: 181 NICOLA ROAD	Proj. Date: 05/01/24
Permit Type	Owner: ROACH, DONALD F, TTEE	Owner Phone: 9785904124	
Permit Number	Permit Status	Added	Approved
BUILDING PERMIT	2920	05/01/24	05/01/24
Applicant:	DONALD ROACH	Applicant Phone:	05/01/25
Contractor:	K&M'S HOME SOLUTIONS	Contractor Phone: 6039733245	
			Fee
			Est. Cost



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

OFFICE OF THE PLANNING BOARD

AGENDA

Regular Meeting

Thursday, May 9, 2024, 6:30 PM

MIDDLETON OLD TOWN HALL
200 KINGS HIGHWAY

- 1) Call to Order
- 2) Pledge to the Flag
- 3) Roll Call
- 4) Opening Remarks:
- 5) Review of Minutes:
 - a) April 11, 2024
- 6) New Business
 - a) Right to Know
 - b) Planning Board Procedures
 - c) Oaths of Office
 - d) Member Recruiting
- 7) Old Business
 - a) 2024 Zoning Ordinance Review and Additions
 - b) Ordinance Assignments
- 8) Public Comment
- 9) Member Comment
- 10) Adjournment

Permits Issued With Approved Date Between 04/01/2024 And 05/08/2024 Sorted by PID

PID: 000014 000001 000000	Project: ALTERATION -- 267 SQ FT SOLAR ARRAY ROOF	Location: 262 NH ROUTE 153	Proj. Date: 05/01/24
Permit Type	Owner: GRECO, MARK A.	Owner Phone: 5022414699	
	Permit Number	Permit Status	
BUILDING PERMIT	2921		
	Applicant:		Applicant Phone:
	Contractor:	FREEDOM FOREVER LLC	Contractor Phone: 8434479000
ELECTRICAL PERMIT	E-24-13		05/01/24 05/01/24 05/01/25
	Applicant:		Applicant Phone:
	Contractor:	FREEDOM FOREVER LLC NH	Contractor Phone: 8434479000
Summary of Permits:			
Total of Estimated Costs:			\$ 0.00

Permit Type	Count	Fees Collected	Estimated Cost
BUILDING PERMIT	5	\$ 2,487.84	\$ 0.00
ELECTRICAL PERMIT	5	\$ 275.00	\$ 0.00
PLUMBING PERMIT	2	\$ 100.00	\$ 0.00
GAS PERMIT	3	\$ 100.00	\$ 0.00
Total	15	\$ 2,962.84	\$ 0.00



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

PLANNING BOARD MEETING & HEARING MINUTES

Middleton Old Town Hall
200 Kings Highway
Middleton, NH 03887

January 16, 2025 at 6:00 p.m.

These minutes serve as the legal record and are in the form of an overview of the Planning Board meeting. It is neither intended nor is it represented that this is a full transcription. A recording of the meeting is available online at <https://www.youtube.com/@townofmiddleton9741/streams> for a limited time for reference purposes.

Meeting called to order by John Mullen at 6:06 p.m.

Pledge to the Flag

Roll Call

Members present: John Mullen, (Chair), Christine Maynard (Vice Chair), John Quinn (SLVD Rep), Roxanne Tufts-Keegan (BOS Rep), Kate Buzard (Alternate)

Attachments

Meeting Sign in Sheet
Proposed Amendments to Driveway and Access Way Regulations
Proposed Amendments to Zoning Ordinance
Sketch of Map 7, Lot 3-38

Preliminary Conception Review - Melanson Map 11, Lot 1-20

L. Melanson said he wants to put a third home on his existing Family Compound.

R. Tufts-Keegan said the Board wants to be sure he understands the intent of a Family Compound and what is entailed. The Board needs an affidavit from the people living in the homes testifying that they are a relative of the owner, what that relationship is and that they are not paying rent. She said homes on a Family Compound are supposed to share a driveway. Only one driveway per lot is allowed. In the future, should the property be subdivided (providing the subdivision meets all of the Zoning Ordinance requirements at the time and a subdivision is approved) he could then apply for an additional driveway permit. Currently only one driveway per lot is allowed.

R. Tufts-Keegan said the same stipulations would apply to **C. Allard** if he decided to pursue a Family Compound.

J. Quinn asked if the driveway could be made into a private road.

There was discussion about building the additional home he is requesting with "an eye toward the future" as is indicated in the Family Compound Article. If a subdivision were requested in the future, each lot and house would have to meet the zoning requirements in place at that time.

Currently, the requirement is each lot must be 5 acres or more of uplands in order to subdivide. Therefore, Map 11, Lot 1-20 cannot be subdivided.

**Preliminary Conception Review – Allard
Map 7, Lot 3-38**

C. Allard said he wants to have three homes on his 21-acre lot under Article 23 Family Compound of the Zoning Ordinance.

C. Allard said there are no wetlands on his property.

K. Buzard described her knowledge of the wetlands in that area.

J. Mullen advised **C. Allard** that if his family situation changes in the future and he chooses to subdivide a Family Compound, he would need a survey and a professional opinion as to where the wetlands are.

C. Roy said he is going to need a survey before building to show the delineation between homes.

K. Buzard asked how the septic was going to be designed.

L. Melanson said the law changed recently and the homeowner is no longer allowed to install their own septic system.

J. Mullen verified **C. Allard** and **L. Melanson** are aware there is currently a proposal to rescind the Family Compound Article.

J. Quinn said if a property is approved for a Family Compound it is exempt from future changes to the Family Compound Article.

J. Mullen cautioned that not having the property surveyed will most likely cause problems in the future.

C. Roy said he cannot give either of the applicants any building permits without state approved septic designs.

R. Tufts-Keegan made a motion that the Board approve the Family Compound request for the Allard property, 248 New Durham Road, Map 7, Lot 3-38 with the following conditions: 1) the applicant comes to the Board's April 10, 2025 meeting with approved septic plans and/or gives the Board an update on the progress toward that and building permits, 2) provides an affidavit saying he understands the intent and provisions of the current Family Compound article and 3) each resident living in the compound will sign an affidavit verifying they are not paying rent and what their relationship to the owner is.

J. Quinn seconded the motion.

Motion carried.

L. Melanson said he is requesting a building permit for a third home on his Family Compound. He showed the Board Members and **Carl Roy**, CEO a septic design plan dated August 2024 for two, two-bedroom homes.

R. Tufts-Keegan said there should be one address and one driveway for this Family Compound.

There was discussion about how this property was incorrectly given two driveway permits and two addresses. There will be no more driveways allowed on this lot and the lot should be assigned one address.

Currently the tax map indicates 113 Pheasant Drive. There is a note in the narrative saying the lot has a second driveway and an address of 109 Pheasant Drive also assigned to it.

The Administrative Clerk will get back to the Board with a recommendation on how to handle the driveway, mail and address situation. She will also draft affidavits for both applicants and their families to sign.

R. Tufts-Keegan made a motion to allow the CEO to consider a building permit for a third and final home on the family compound located on Map 11, Lot 1-20 on the condition the previously mentioned affidavits are completed and the rules for the Family Compound are followed.

C. Maynard seconded the motion.

C. Roy advised **L. Melanson** and **C. Allard** they must be sure the driveway length and width comply with emergency access requirements.

L. Melanson asked if he could operate a "Mom and Pop" market on his lot at 684 NH Route 153.

The Board advised **L. Melanson** to look at the Zoning Ordinance on the Town of Middleton website for the rules that apply to lots in the Rural Residential Zone.

J. Mullen read the sections applying to permitted uses from the Zoning Ordinance. The requirements for a store are listed start on page 9. It appears the lot at 684 NH Route 153 will not meet the 2-acre minimum requirement.

L. Melanson asked if he can operate a food truck.

J. Mullen suggested he ask the BOS Secretary/Bookkeeper to see the Town Ordinance.

C. Maynard suggested he also check the State regulations.

C. Roy agreed with the Board's proposed wording (Warrant Article 2) to amend Article 6 – Lot Standards Section 8, Paragraph 4 to add: delineating where the maximum height of a structure is measured which is "measured from the average finished grade to the highest peak."

J. Mullen opened the Public Hearing on the Proposed Amendments to the Middleton Zoning Ordinance and Driveway Regulations and Amendments at 7:01 p.m.

J. Mullen read the Proposed Amendments as they will appear on the ballot.

K. Buzard presented the Road Agent's proposed verbiage for changes to Page 7, #5 of the Driveway Regulations.

R. Tufts-Keegan made a motion to add the verbiage to the Driveway Regulations as recommended by the Road Agent.

J. Quinn seconded the motion.

Motion carried.

R. Tufts-Keegan made a motion to amend item #20 on page 9 of the Driveway Regulations to read "...a minimum of 10' in length back from connection to the edge of the pavement unless approved by the Planning Board."

C. Maynard seconded the motion.

Motion carried.

J. Quinn wants to be sure the way the proposed changes will be presented to the public is acceptable to the board.

R. Tufts-Keegan said the list summarizing the Warrant Articles will be on the ballot; the detail will be available also.

There was discussion about the best way to present the proposed changes to residents so they are understandable, complete and meet the requirements of the law.

J. Mullen closed the hearing on proposed changes to Driveway Regulations at 7:16 p.m.

J. Mullen closed the hearing on proposed changes to the Zoning Ordinance at 7:17 p.m.

There was discussion about whether another hearing will be necessary on January 22, 2025.

C. Maynard wants to add the Zoning Map to the Zoning Ordinance.

K. Buzard says it also needs to be available at the municipal building; they are in the process of ordering one.

J. Mullen said there is about \$700 left on the contract with Strafford Regional Planning.

There was discussion about the need to make material such as where the watershed is, GIS data and similar information easily available to the public and how to accomplish that.

K. Buzard asked why the residents came before the Planning Board today to discuss Family Compounds.

J. Quinn said the Board previously had a site visit for a resident on Silver Street who wanted a Family Compound.

Kate Buzard said that visit was site regulation.

J. Quinn said the two residents that came to the Board tonight were looking for clarification on the rules for a Family Compound.

R. Tufts-Keegan said it might not be necessary, but it's good practice.

The Board agreed if the Family Compound Article is not rescinded there needs to be clarification on what is required.

The Administrative Clerk verified the tax card for Map 11, Lot 1-20 includes two buildings and a note there are two driveways and two addresses but does not indicate it is considered a Family Compound.

R. Tufts-Keegan made a motion to approve the minutes from January 9, 2025.

C. Maynard seconded the motion.

Motion carried.

C. Maynard asked how rescinding the Article 14 – Private Campsites would affect existing campsites.

J. Mullen said he would investigate it.

The next meeting is scheduled for February 13, 2025.

R. Tufts-Keegan made a motion to adjourn the meeting at 7:31 p.m.

C. Maynard seconded the motion.

Motion carried.

Respectfully submitted by:

Robin Willis

All driveways and access ways shall conform to the following requirements:

1. Driveways and access ways shall be placed no closer than forty (40) feet to a street intersection.
2. The driveway or access way must be graded so that water from the lot does not flow onto the street or the right-of-way.
3. Any driveway or access way located over a culvert shall slope to drain into the culvert.
4. Any culvert within the driveway or access way shall meet specifications as determined by the Road Agent or designee. In the absence of Road Agent approval of the culvert must be a minimum of twelve (12) inches in diameter and have at least twelve (12) inches of cover.

5. The Road Agent may require a driveway or access way that will be used by heavy vehicles, or used frequently by any vehicles, to have a paved apron.

The paved apron shall be:

- a. As wide as the access way;
- b. Constructed in such a way as to protect the edge of the road from deterioration, and
- c. A minimum of six (6) feet in length back from connection to the edge of pavement.

6. The pavement or cover shall match the grade at the edge of the road pavement or cover. It must have a dip before meeting the street so that the driveway or access way does not drain onto the street and shall not be constructed in a way that blocks street drainage. If there is no culvert, the dip shall match the grade at the bottom of the ditch line.

7. No construction shall allow:

- a. A driveway, entrance, exit or approach to be constructed more than fifty (50) feet in width, except that a driveway, entrance, exit, or approach may be flared beyond a width of fifty (50) feet at its junction with the highway to accommodate the turning radius of vehicles expected to use the particular driveway, entrance, exit or approach.
- b. More than two (2) driveways, entrances, exits or approaches from any one highway to any one parcel of land unless the frontage along the

All driveways and access ways shall conform to the following requirements:

1. Driveways and access ways shall be placed no closer than forty (40) feet to a street intersection.
2. The driveway or access way must be graded so that water from the lot does not flow onto the street or the right-of-way.
3. Any driveway or access way located over a culvert shall slope to drain into the culvert.
4. Any culvert within the driveway or access way shall meet specifications as determined by the Road Agent or designee. In the absence of Road Agent approval of the culvert must be a minimum of twelve (12) inches in diameter and have at least twelve (12) inches of cover.

5. The Road Agent may require a driveway or access way that will be used by heavy vehicles, or used frequently by any vehicles, to have a paved apron.

The paved apron shall be: *As to new width*

- ~~a. As wide as the access way;~~
- ~~b. Constructed in such a way as to protect the edge of the road from deterioration, and~~
- ~~c. A minimum of six (6) feet in length back from connection to the edge of pavement.~~
6. The pavement or cover shall match the grade at the edge of the road pavement or cover. It must have a dip before meeting the street so that the driveway or access way does not drain onto the street and shall not be constructed in a way that blocks street drainage. If there is no culvert, the dip shall match the grade at the bottom of the ditch line.
7. No construction shall allow:
 - a. A driveway, entrance, exit or approach to be constructed more than fifty (50) feet in width, except that a driveway, entrance, exit, or approach may be flared beyond a width of fifty (50) feet at its junction with the highway to accommodate the turning radius of vehicles expected to use the particular driveway, entrance, exit or approach.
 - b. More than two (2) driveways, entrances, exits or approaches from any one highway to any one parcel of land unless the frontage along the

Town of Middleton

100 River Street, Middleboro, MA 01901

"Storm Water Management and Erosion and Sediment Control
Handbook for Urban and Developing Areas in New Hampshire" (1992,
as amended)

b. Access ways on slopes greater than 25% require a Conditional Use Permit from the Planning Board.

14. A driveway or access way may go sideways across a slope exceeding 15% if the slope of the driveway itself is less than 15%. If more than twenty-five (25) feet of the driveway crosses such a steep slope, the applicant shall submit a driveway design for that section that is prepared and stamped by a New Hampshire licensed engineer.
15. Any driveway or access way that slopes toward a public road in the twenty (20) foot long section approaching the road shall be constructed so as not to discharge runoff onto the road.
16. No curve on the access way shall have an inside radius less than thirty(30) feet.
17. Commercial lots located above the street level may require a gate across the driveway entrance that can divert water and prevent it from adversely affecting the road or Right Of Way.
18. All curbed driveways must have catch basins at the back of the sidewalk.
19. Driveways shall be a minimum of thirty (30) feet in width within the right-of-way and a minimum of fourteen (14) feet in width beyond the right of way.
20. Unless waived by the Planning Board or Road Agent, driveways and access ways that abut paved streets shall be constructed with paved aprons that shall be as wide as the driveway. The paved apron shall be constructed in such a way as to protect the edge of the road from deterioration, and shall be a minimum of six (6) feet in length back from connection to the edge of pavement. 10' ~~10'~~ *unless approved by Planning Board*
21. Driveways longer than five hundred (500) feet shall have a turnout space every five hundred (500) feet that is at least fifty (50) feet long and that creates a total driveway width of eighteen (18) feet.



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

OFFICE OF THE PLANNING BOARD

PROPOSED AMENDMENTS TO MIDDLETON ZONING ORDINANCE for 2025

Warrant Article 1: Are you in favor of the adoption of Amendment No. 1 as proposed by the STANDARDS' Board for the Middleton Zoning Ordinance as follows: Amend Article 5A-BASE ZONING DISTRICT USES, Section B to add paragraph 5, delineating the maximum height of fences to be 48 (48) inches?

Warrant Article 2: Are you in favor of the adoption of Amendment No. 2 as proposed by the Planning Board for the Middleton Zoning Ordinance as follows: Amend Article 6-LOT STANDARDS; Section A, Paragraph 4, adding: delineating where the maximum height of a structure is measured which is "measured from the average finished grade to the highest peak.?"

Warrant Article 3: Are you in favor of the adoption of Amendment No. 3 as proposed by the Planning Board for the Middleton Zoning Ordinance? Amend Article 14-PRIVATE CAMPSITES to be rescinded entirely?

Warrant Article 4: Are you in favor of the adoption of Amendment No. 4 as proposed by the Planning Board for the Middleton Zoning Ordinance as follows: Amend Article 23-FAMILY COMPOUNDS to be rescinded entirely?

Warrant Article 5: Are you in favor of the adoption of Amendment No. 5 as proposed by the Planning Board for the Middleton Zoning Ordinance as follows: Amend Article 24A-ACCESSORY DWELLING UNITS, Section C, Definitions: delete paragraphs 1 and 2; Section E, Paragraph 1 delete "and must be located within or attached to the principal single-family dwelling unit."; Section E, Paragraphs 1,2, and 10 clarification language for Criteria of Approval?

Warrant Article 6: Are you in favor of the adoption of Amendment No. 6 as proposed by the Planning Board for the Middleton Zoning Ordinance as follows: Amend Article 27-PERSONAL WIRELESS SERVICE FACILITIES to remove words "Special Use" and replace with "Conditional Use?"

Warrant Article 7: Are you in favor of the adoption of Amendment No. 7 as proposed by the Planning Board for the Middleton Zoning Ordinance? Article 33-CONDITIONAL USE PERMIT to rescind Section B entirely, "change to Sections, A, B and C?"

THE FOLLOWING AMENDMENT TO
DRIVEWAY AND ACCESS WAY REGULATIONS

ARTICLE III: GENERAL REQUIREMENTS AND DESIGN, Section 3

Number 5 amended to read:

The Road Agent may require a driveway or access way that will be used by heavy vehicles or used frequently by any vehicles, to have a paved apron. A paved driveway apron shall be required for new construction on paved roads: A Ten-foot (10) deep paved apron is required the width of the proposed driveway. Three-foot (3) radius to connect to connect to existing roadway constructed on a suitable subgrade, free of any organics, and placed on Eighteen inches (18) of Six inches (6) minus bank run gravel and Six inches (6) of crushed gravel. The driveway apron will be maintained by the homeowners at the homeowner's expense. Final Inspection will be required by the Road Agent or a designee before paving.

Number 20 amended to read:

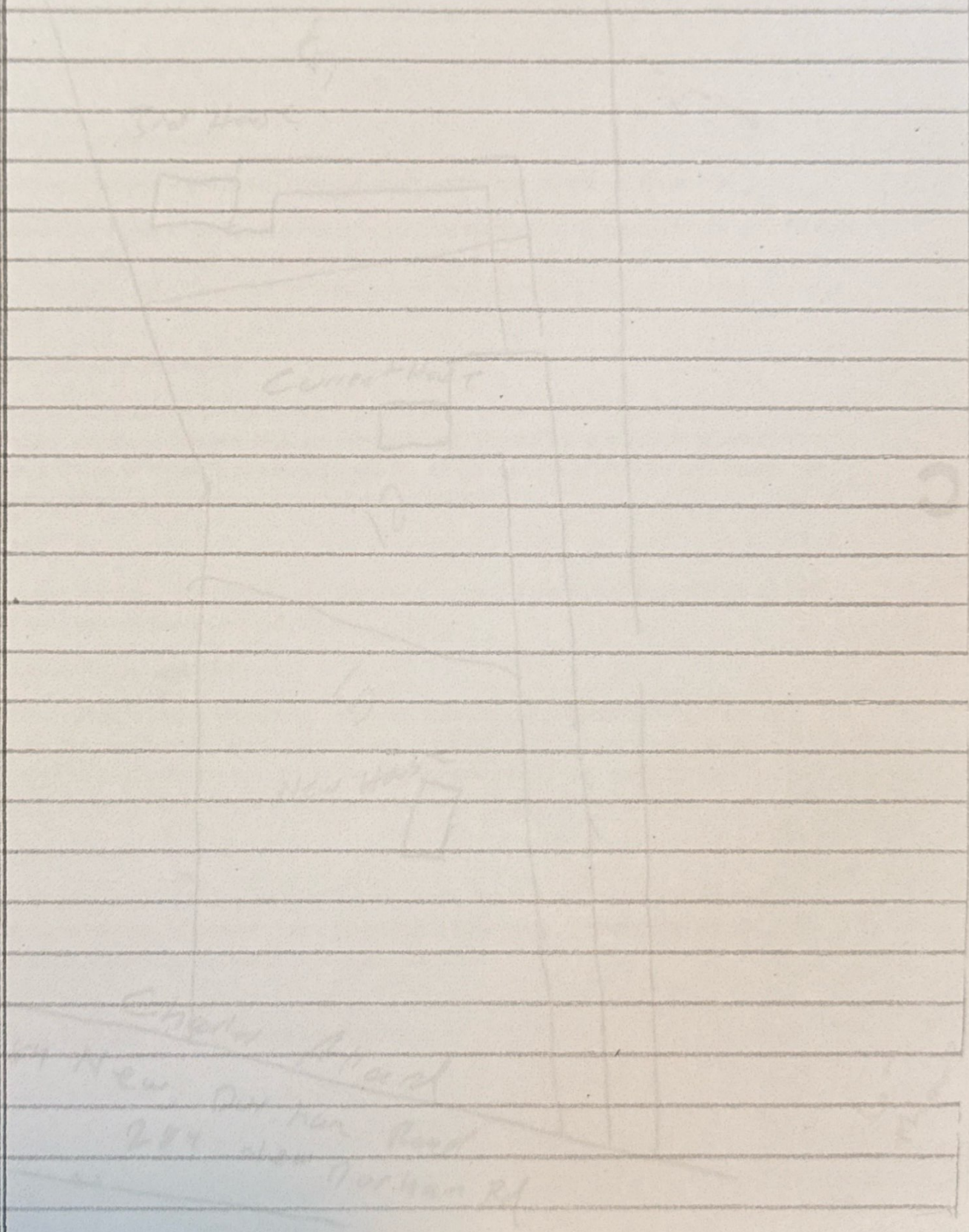
Unless waived by the Planning Board or Road Agent, driveways and access ways that abut paved streets shall be constructed with paved aprons that shall be as wide as the driveway. The paved apron shall be constructed in such a way as to protect the edge of the road from deterioration and shall be a minimum of Ten (10 feet in length back from connection to the edge of pavement.

map 7 3-38

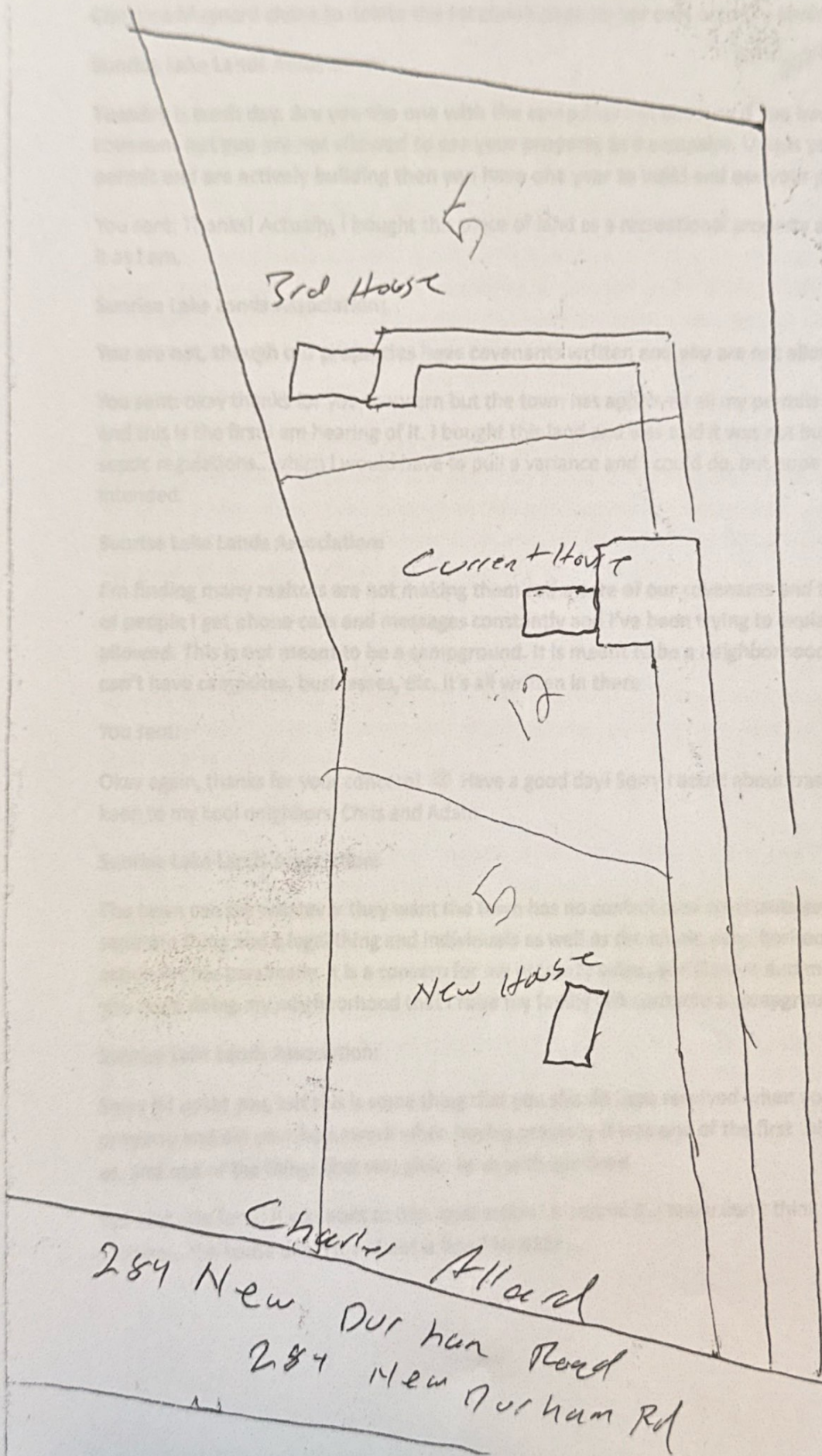
Flaming Branch Mtg OTH

1-16-2025

Charles S. Allard
Leonard Marone



map 7 404
3-38



8/3/2023

I start out by saying Hello and asking when trash day is...this entire conversation was deleted when Christine Maynard chose to delete the Facebook page on her own accord. I saved what I could.

Sunrise Lake Lands Association:

MAY 2024

Tuesday is trash day. Are you the one with the campsite? I'm not sure if you have read your deed and covenant but you are not allowed to use your property as a campsite. Unless you have a building permit and are actively building then you have one year to build and use your property like this

You sent: Thanks! Actually, I bought this piece of land as a recreational property and am fully okay to use it as I am.

Sunrise Lake Lands Association:

You are not, though our properties have covenants written and you are not allowed to

You sent: okay thanks for your concern but the town has approved all my permits for the work I've done and this is the first I am hearing of it. I bought this land and was told it was not buildable due to new septic regulations...which I would have to pull a variance and I could do, but nope I'm using my land as intended.

Sunrise Lake Lands Association:

I'm finding many realtors are not making them self aware of our covenants and their miss leading a lot of people I get phone calls and messages constantly and I've been trying to explain to people it's not allowed. This is not meant to be a campground. It is meant to be a neighborhood with houses, you can't have campsites, businesses, etc. it's all written in there

You sent:

Okay again, thanks for your concern! 😊 Have a good day! Sorry I asked about trash day! Ha ha! I will keep to my cool neighbors, Chris and Adam

Sunrise Lake Lands Association:

The town can say whatever they want the town has no control over covenants covenants are a separate thing and a legal thing and individuals as well as the whole neighborhood can take legal action for me personally, it is a concern for my property value, and if more and more people do what you were doing my neighborhood that I raise my family will turn into a campground

Sunrise Lake Lands Association:

Sorry if I upset you, but this is some thing that you should have received when you purchased your property and did your homework when buying property it was one of the first things our realtor told us, and one of the things that was given to us with our deed

You sent : Go for it! If you want to take legal action I welcome it. I really don't think you have a land value problem...the house down the street is listed for 425K....

Sunrise Lake Lands Association:

It can be listed for that, but give it time if more and more people do what you're doing. People are not gonna want to buy not to mention the trouble that this will eventually bring in and the fact is it's against the covenants.

You sent: We have a really nice place there and we took the time and money to make it nice. Come talk to me in person please if you have a problem. It is very nice and I will eventually build a camp but for now its just a piece of land and my camper can easily be moved so - hurting no one

Nope sorry, I'm smart for doing what I did and if more people do it than they are smart too.

Sunrise Lake Lands Association: I'm not saying that yours is it nice it is my concern is overtime more and more people are going to think that it's OK to do what you're doing and not build on it but just use it as a campground put yourself in myself and everyone else's shoes that live here year-round what if your neighborhood turned into a campsite?

Sunrise Lake Lands Association

And not everybody will go through and do what you did to make it look nice, but the fact is the covenant says you can't do that I just was nicely giving you a heads up because a lot of people were not given a copy of their covenants when they purchase their property, but they are there and many are getting upset about this. Not specifically you, but that others are doing the same as you, and it's not good for our neighborhood and some of the sites look horrid.

You sent

Um, I'd have more of a problem with the actual homeowner on 31 Elaine. Her house is a DUMP and has no running water or working septic. I don't have time for your pettiness right now, good day! I guess I can't be part of the association anymore which is too bad because I really wanted to help with things and contribute as a member

You sent

I couldn't pay the dues this year, but had plans to sell stickers that I make to benefit, SLLA - I am a fundraiser by nature and have a lot of connections and had hoped to help with the water issues too.

Sunrise Lake Lands Association

No one saying you can't help out and be a part of the association I wanted to inform you about the covenants. I did it through this page because you had messaged me and I had remembered who you were, and wanted to let you know because I don't often see you or ever see you. I said so many people never paid attention to covenants and I don't know if it's because the covenants were written so long ago that many don't think that they mean anything or if they just never got a copy of them but I figured I would give you a heads up because many of us have concerns over what is happening.

Sunrise Lake Lands Association:

You can think I'm mean or a bitch I don't care I figured I'd give you the courtesy of letting you know and I think I said it in a nice way there are some dumps in this neighborhood and I find that disgusting and appalling. If you know that the water and septic are not working, you can report that to the code and health officer in town. His name is Carl Roy, and he lives on the corner of Gary and Spruce.

You sent

Oh I didn't say you were mean or a bitch, gosh! I just think your approach could have been better - given that we've interacted before. I just reviewed my deed and I don't see any covenants with it. I'm sorry if you are upset by my use of my property, but its not changing. I know Carl and we've spoken many times and I've also reported Melanie to the NHDES as well as to Carl. Thank you for the information, Christine!

Sunrise Lake Lands Association:

The covenants is on a separate form they're supposed to be attached to the deed I've noticed that a lot of newer owners are not getting them because when property gets bought and sold, it gets re-registered and things don't get passed along properly so it would take the realtor or the owner a little bit of research to find out the information. I'm further looking into things on a legal matter because although your property looks great, I do have concerns about more and more doing this, but not as nice as yours, for example, the property on the corner of Sunrise when you come into our neighborhood as well as the people across from you and others. I am assuming it's the property to the right of you if you're looking at your lot that you're talking about that house is absolutely disgusting. I wish something could be done. Carol is not exactly the type of guy who deals well with confrontation, I would dare say there's got to be some ordinance that they are breaking but definitely if their septic is not working, he can condemn the house, the house that's across the street from me was a drug house at one point, and for the eight out of 10 years that I've owned I had to deal with drug deals, meth, addicts and all kinds of craziness. The first tenants had a septic fail and the old health officer came in and condemned the house until it was fixed, fortunately we have new people that have just bought and they're wonderful but we had the first eight years living here of hell. I love this neighborhood in this town and want it to be a safe place for our kids to grow up in and it's finally turning into that but with certain things going on, I'm concerned.

Unfortunately, when you put things in a message, it doesn't always come off tactful I try to just be clear and direct about things, so there is no misunderstanding

Sunrise Lake Lands Association:

I've busted my butt for the past 6/7 years being on the association board as the treasurer and secretary to put out accurate information and make sure every owner gets their dues letter, so they know how to be a part of things had to go back-and-forth with the previous selectmen to get our property back to us so it wouldn't be sold off and we would have a beach and really pushed that we enforce membership stickers for parking so we could get more people to participate allowing us to properly fix and maintain the beach as well as have money to cover for Insurance so the liability on the neighborhood would be taken away when I started we had \$800 in the account we have over \$8000 as of today.

You sent

Perfect! Thanks.

Sunrise Lake Lands Association:

This has been a long process because the association was registered with the state for years then they were not for many, when I was put on the board I found all this out and had to push to get the beach property back in the associations name because they (association) didn't stay registered with the state the land went back to the town, I started hearing from one of the police officers at the time that this then brought much debate on whether it was public property with it being in the towns name it was then considered to be a public beach and anyone in town could use it.

I know you are made about our previous conversation and that's fine, I'm doing the very best I can trying to get everything done legal and the correct way.

The association and covenants are two separate entities your deed says Sunrise lands lake Inc or sunrise land lake corporation (something like that) that was the people who built all this and made the covenants

But back to the Association itself. So once I did the paperwork sent everything into the state got approved had to register with the registry of deeds go to the Selectmen meeting have 2 public hearings we got the property back into the association name. Then months later found out we needed to be nonprofit, I was thrown into all of this and it's been an uphill struggle, almost there but it's been hard. Doing this on top of having a baby (my water broke the day after the first selectman meeting) working full time now working part time remotely because I am focusing on my son who is on the spectrum and has a lot of appointments. Also making sure that things are still running smoothly as possible. Meeting minutes were not taken this spring what was discussed was cookout stuff and collecting dues, I was busy collecting dues so I took no notes.

4:22 PM

Sunrise Lake Lands Association

I am more than happy to sit down with you and talk and show you anything that you want to see. I have literally a large tote of paperwork, and in the past year was handed a large grocery bag filled of old papers from a member that was on the board when it was first set up. A lot didn't happen for years because this area was all seasonal and they were all out of state as the generations passed and people sold or died things went undone then our current president was elected on and she came knocking on my door shortly after asking me to help, we discovered all this after we were put into our positions and have pushed every step of the way to do things right.

You sent

This has all been noted. So you want to try and enforce a covenant that you are not associated with yet you aren't even established correctly and you are collecting dues and acting as such? I'm not mad, but you have mentioned "legal" action several times and I need to protect my rights

Sunrise Lake Lands Association

10:14 AM 8/3/2023

You sent

I'm only second owner on this land and bought in 2016, I am not a newer owner.

You sent

We just reviewed the deed, found the covenant and all of Middleton zoning, which is who I pay my taxes to. I'm confident we are doing nothing wrong. Let me make it CLEAR that we intend to build. We had plans to clear last year and just ran out of money - I'm not rich and I don't live in mass, I literally live in Somersworth and am just like you... trying to afford to have something to leave to my kiddo or keep in my family. I've always wanted a lake house and I will have one...just takes a little time when you aren't rich.

Also let it be clear that I am not there full time. I've never even stayed 24 hours since I've owned it. I think you might be under the impression I am living there seasonally, which is an incorrect assumption. The most important thing is the health of the lake right now and that's where my focus is.

11:04 AM

Sunrise Lake Lands Association:

The covenant and zoning for the town are two different things And yes you do pay taxes to the town like all of us I'm not saying you're rich I know you don't live in mass and that's not the point it doesn't matter if you live in Massachusetts, New Hampshire or wherever I'm pointing out and I was trying to point out that this area has covenants They have covenants for a reason if you are going to build and build a cabin or cottage or whatever you wanna call it imagine this after you spent so much time and money doing so the property across from you gets purchased and a construction company gets put in and they buy the two or three lots that are across from you and now they have 15 trucks going in and out every single day and driving up and down the road How would you feel about that? I imagine it would not be peaceful, which is why that was written into the covenants of not having a business in this area. Imagine also having all of the lights around you turn into campgrounds and everyone having a porta potty and using it nonstop, and not having it cleaned and serviced even the clean ones have an odor from the chemicals, and yes I know you have one and I did like that you had it covered and done with a little bit of class and it looks decent but not everyone is like that can you imagine with the smell would be like and trying to camp or live around that. It also says no farm animals which unfortunately there are people in the area that have them and there's gonna be pushback on that as well. Can you imagine if everybody in the neighborhood or even half the neighborhood had farm animals and chickens what that would be like health and sanitary wise Even if none of this was an issue the bottom line is there are covenants and there are rules and I feel that they need to be respected and followed. Personally, we don't have any other property in this area but our home because we can't afford to do that. We also bought in this area because this is the area we love and we wanted to be by the lake and wanted a quiet small neighborhood to raise our child in when we bought we were fortunately informed about the covenants and the rules of living in this area. It was one of the things that attracted us to this area.

Sunrise Lake Lands Association:

This is not a rich person or poor person issue. This is not an in-state resident or out-of-state resident issue. This is what the covenants were written and put in place. I'm just letting you know about them because so many didn't and don't know about them that are buying. I know you bought a few years ago. I met you at the lake when you first bought. At that time I had questioned certain things that were going on that were breaking the covenants and I was told wrong things about the covenants now that I've done research and talked to other people and I'm looking into it in a legal manner I am finding I was misinformed. Once I speak with an attorney and move forward on finding out more facts. I'll have more information.

1:17 PM

You sent

That is a risk you take when you buy a property. I'm fine with all of the information I have, thanks!

Hi again, Christine! Hoping you can provide me with any by-laws you have as an association? Also, is this website representative of your Sunrise Lake Lands Association? Can you share any annual reports that you've filed as a 5013C Non profit? Thanks in advance! <http://www.sunriselakeestates.com/about.htm>

You sent

Apologies, I see you are a domestic non-profit not a 501c3.

2:03 PM

You sent

So I would not need a non-profit report but a copy of your charter would be great to review as a potential member. Do you also have minutes available from your meeting earlier this summer? Thanks, just doing all my homework!

3:23 PM

Sunrise Lake Lands Association

That is not our website, we have an account working on getting us being the correct type of nonprofit,

You sent

Okay so the covenant referenced there and on my deed from 1965 is not the one you are referencing? Do you have bylaws or a charter established yet? Meeting minutes?

You sent

If that is not the right one can you provide me with a copy of the covenant?

Sunrise Lake Lands Association

The covenant is attached to the deed, we are registered with the state just not nonprofit yet, there was debate on what type of nonprofit to be we can't do a regular type because we are a private association but we don't fall under the HOA type either I need to get back in touch with the accountant to get updated, we have an EIN.

On Saturday, May 25, 2024, a member meeting was held at the beach on Lakeshore Rd. in Middleton NH on behalf of Sunrise Lake Lands Association. Agenda items were not called for or published in advance. I arrived at the meeting and asked The President, Christine Bartlett for a copy of the agenda. Christine Bartlett stated that agendas are only for Directors and Officers and not for the paying members of the organization. The President said that meeting minutes (Exhibit A) and documents would be made available *after* the meeting.

At the very end of the meeting, the President announced that a special board meeting was held the evening prior to vote on the agenda item she did not want me or any other members to see in advance; a motion to retain legal counsel at a cost of \$3,000 of member money to determine if the Association is the controller of certain covenants (Exhibit C) that were written by a previous association board in 1965. I received bylaws (Exhibit B) for the purpose of this complaint, and they don't appear to be official bylaws from a legal standpoint. Some statements do not make sense, there are major spelling errors and Articles begin with Article#2. In reviewing the "bylaws" (attached) provided by the Association they are in violation of the following:

Article II, Purpose: The purpose of a 501c7 organization (which they have not been granted status but are currently in the process of applying for and feel heavy consideration should be given towards) is to provide social and recreational enjoyment for the benefit of its members. Using my dues for litigation is not related to the purpose of the organization as stated in its bylaws.

Article IV, Members, Section 3: Voting - The President, Christine Bartlett, counted Yays and Nays from Absentee Directors/Officers, but did not allow absentee members votes to be counted. We have around 88 members yet only 30 to 40 were in attendance – over half were left out of this vote. This is in violation of "Each member shall be entitled to one vote on each matter submitted to a vote of the members."

Article V Meetings, Section 3- Notice of Special Meeting: The President & Treasurer/Secretary called the meeting the night prior with each other but did not notify any members of this meeting until after it took place, and votes were counted. This is in violation of: Written, printed or emailed notice stating the place, day, and hour of any meeting of members shall **be delivered either personally or by mail or email to each member entitled to vote at such meeting. Not less than ten nor more than fifty days before the date of such meeting, by or at the direction of the President or the Secretary, or the officers or persons calling the meeting. In case of a special meeting, or when required by statute, or by these bylaws the purpose or purposes for which the meeting is called shall be stated in the notice** If mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States mail addressed to the member at his address as it appears on the records of the association, with postage thereon prepaid.

At the time I was concerned about the voting and how absentee board directors and officer votes were considered but not absentee members. I asked the President, Christine Bartlett, if members that were not in attendance had their votes counted and she said yes by email. She may have misunderstood my question but only members in attendance got to vote, all board members voted

on the topic even if they were not in attendance. After the meeting, a member voiced that she was unsatisfied that her vote was not considered. The Treasurer/Secretary responded as such:



Donna M. Carlson Top contributor

I don't understand why all the members were not informed that a critical vote would be made on a holiday weekend. This seems very unfair. Not a good way to start off with a new controlling covenant.

1d Like Reply



Heather Fournier Dovholuk Author

Donna M. Carlson I asked at the meeting specifically if absentee members votes were counted - the president stated they were or i would have moved to Table until we all had all the info. I was unprepared because i was denied a copy of the agenda so i was caught off guard. absentee board officer votes were counted. I've always had advanced notice of agenda because we have rights as members to be given the opportunity to rebut, but I was denied that by the president unfortunately. 501c7 organizations are formed to serve it's MEMBERS for social and recreational purposes. That's why we aren't going for 501c3 because that is formed to serve the public.

1d Like Reply Edited



Heather Fournier Dovholuk Author

This is why I requested the meeting be recorded with video. I would love to live stream them in the future for those that cant make it. I want to make this work for all members we all deserve a voice here. Doing the right thing is important to me. Thanks for your input!

1d Like Reply



Christine Maynard Admin

Heather Fournier Dovholuk if you came to the Labor Day meeting it was talked about, and voted to find an attorney and get the cost before moving forward

1d Like Reply



Donna M. Carlson Top contributor

Heather Fournier Dovholuk my husband was in the hospital he had a heart attack. Plus Having important meetings on holiday weekends is not possible for everyone. I have only been in this association for 2 years and never received minutes or an account of how the money is spent. In writing. Am I just not getting the info. We are not in Facebook all the time.

1d Sad Reply



Donna M. Carlson Top contributor

Heather Fournier Dovholuk no one asked for a vote of sent out information. This seems a little bit not right. We are asked for dues. That has legalities around it. Using Facebook when all members are not on it is not a good way to commmunicate. My husband went to the meeting and was shocked to hear how the meeting went.

When the President informed us, we would now discuss the topic and then vote on spending the \$3k to retain lawyers, I felt that was a violation of my rights as a member. Because I did not know that was going to be on the agenda nor were minutes provided from the last meeting or any meeting

prior for that matter, I could not speak about something I was not prepared for. I also did not reinstate my membership until the day of the meeting, 5/25/24. Therefore, Christine Maynard talked everyone into spending the money with the threat that she would be sued personally and that everyone's house values would go down if The Association didn't take over managing the covenants (attached from 1965 that have since expired). I could have had an educated response to her claims had I been given the opportunity to prepare and even then, she had zero documentation and offered only a box of documents for us to "go through if we want". We did not receive a quote from the attorney in writing, we did not receive a copy of the covenants they wish to gain power of enforcement over. We were also informed that a separate account had been established for extra donations that would cover the attorney fees and that there was already \$300 in it from board officers/directors.

We were initially told we would not be provided minutes, but after much pushback minutes were provided (~~attached Exhibit 1~~) and they are not completely accurate. For one, the meeting was called to order around 10:22am and there are details left out that other members voiced. I asked to record the meeting for this purpose and was told no. I feel like my money was taken for personal purposes and that there is a conflict of interest between the Treasurer/Secretary & President. Christine Maynard has served for 7 years straight as the Treasurer/Secretary and terms are supposed to last 2 years. I wanted to be on the board and no elections or announcements were made to say terms were expiring and openings were available.

I've asked for annual reports, meeting minutes from past meetings, election processes and nothing was provided to me, but these "bylaws". They have no dates of incorporation and I feel they are not official nor are they being followed by the board of directors. The association now has over \$10,000 in a fund with member dues money in it and have not provided one written report on how that money is spent other than what was provided in our minutes (In a total of 7 years that is all we were provided in writing besides the bylaws) We are told to trust what they tell us and being that I've found some untruths it is making me feel the need to report this Association.

Background for why I think there is a conflict of interest:

I was approached by the Treasurer and Secretary, Christine Maynard, through the Association Facebook page a few years ago and she told me that she was going to personally pursue legal avenues so that I can't seasonally camp on my land in my RV - I am never there for more than 1 evening, on weekends while I prepare my land for an eventual home. I asked her if she was doing this on a personal note that if she could contact me through her own personal Facebook page versus the association page. I told her it looks like you are acting on behalf of the entire association when you threaten legal action via communication through the association messenger on facebook (which I was a paying member of at the time) without the board's knowledge. She assured me then that it was personal, and she would be reaching out to find out her legal rights. We did not have further conversation and I decided not to pay my dues any longer since this is a voluntary association that I joined for social and recreational purposes, but felt like it was really an HOA in disguise. I understand that this organization is applying for 501c7 Status and because of the nature of their actions I feel their tax exempt status should be heavily considered.

Christine Maynard deleted the Facebook page that we all used to TRY and communicate with her - we were not allowed to know or communicate with each other until just recently when a new

private Facebook page was created for members only. We'd ask Christine Maynard for names of other board members, and she would be very vague and only provide first names and last name initials. There was no contact information for anyone other than their home addresses and we were told if we had a question that we know where they live and to show up or reach out through Facebook, but a lot of members live far away or aren't on Facebook. Every communication I had with the Association up until the meeting I attended on Friday was delivered by Christine Maynard. She started this organization and was the single point of contact for me and because she didn't like how I was using my land she has been hiding information from me in hopes I would not attend a meeting and find out, because like I said, minutes, annual reports, treasury reports, nothing exists or is provided when I ask for it. I noticed other members start pressing for the same information and from what I understand were harassed by Christine Maynard and told to stop interfering. Christine Maynard then blocked paying members from the page for taking those questions and remarks personally. I don't think she is capable of separating her duty as an officer from her interest as a homeowner and therefore is doing illegal things so that the motions and items go her way without having to contribute her own personal money towards the end goal. I also believe she is trying to hide as a non-profit and operate as an HOA based on the agenda items and actions of the association.

The communication from the board came via mail by request for dues once per year and then any other communication was on this, since deleted Facebook page that was in existence for many years and had over 200 members. **Please see attached conversation from August of 2023, between me and the Sunrise Lake Lands Association Page that has since been deleted – the person conversing with me is Christine Maynard.** In less than one fiscal year she has managed to change from a personal matter to an association matter and is using association funds for her own personal gain.

Facebook pages as a manner of communication and recent changes without notice:

The first page was created 5 years ago. I've been paying my dues for every year since 2020 with the exception of 2023 and not once was I told to look for or was notified or invited to or about this page. The second page was created on 5/27/24 and I was informed on 5/30/24 that the "SLLA Private Discussion Group" will be closed AFTER we have all posted questions and actively used the page.



SLLA Private Discussion Group



Sunrise Lake Lands Association,
Members Only

On 6/16/24, the first ever minutes were sent to members by Christine Maynard, Treasurer/Secretary. The minutes are not only false, but inaccurate. It took us several weeks and many asks to receive this information. The only reason the board provided the minutes for the very first time is that they are required in order to obtain a TAX EIN, otherwise I don't believe we would have received minutes. We have requested a more detailed look at the budget to include beginning and end balances with no response. I have asked if the CPA assistance noted in our minutes comes at a cost to the association, I have asked for supporting documents, who is our CPA, who is the attorney you hired. No further information has been provided as of 6/17/2024. Fund have been raised and not distributed to the intended purpose without notification to the members by admission of the Treasurer/Secretary as shown below:

When asked for the treasury report and what happened to the money that was raised for water testing this was her response:



Top comments ▾



Christine Maynard

Admin Top contributor

First I read the report at the meeting, second the money for the water testing we were going to start that last year when we were first approached (I have been on many of these projects with John Mullen, I was the one of the people who suggested and supported donations) when it came time to donate it was late in the season and testing was done, it wasn't clear who to give the money to and how it would go into the account, it would go to the town and then general fund, then because it wasn't budgeted money for that year it wouldn't be able to be used until after election in town meeting where the budget will be voted on, so I was told to hold off for the time being. Reports and meeting minutes will be available soon. Once again thanks for assuming the worst in me.

6h Like Reply

She also collected money for fireworks and never had any fireworks, citing Covid. Attached are the bylaws for review. They have spelling errors and don't appear to even make sense in some articles. It begins with Article II, where is Article I. Voting Article is also being violated.

Exhibit D



Sunrise Lake Lands Association; Middleton, New Hampshire

PO Box 345 Union, NH 03887
sunriselakelandsassociation@gmail.com

Meeting Minutes Spring Meeting May 25, 2024

Meeting called to order at 10 am

Roll call, Christine Bartlett (President) Brittany Baylor (Vice-President) Christine Maynard (Secretary/Treasurer) Steve Cameron (Board Member) Jackie Caouette (Board Member) Board Members absent John Guarente (Board Member) Barbara Guarente (Board Member) Matt Ruso (Board Member)

Christine B, opened the meeting with a statement **"It was brought to my attention a while ago that social media regarding the Association and Christine (Maynard) was being targeted. Christine (Maynard) has shut down the Facebook page, once email addresses are collected they will be inputted and only paying Association members will be emailed meeting minutes and will have access to the Facebook private page. In the event someone chooses to go after Christine or any other member, verbally during that time with baseless accusations we will meet with the board and that member to discuss and resolve the situation. With all the hard work she has done for this organization it is sad that people who clearly are not**

involved or don't ask questions at our meeting choose to be unkind. I am letting all know at this time that this is not welcomed."

Further discussion was had and it was explained to the members who are not on social media what the issues were.

Christine Bartlett then announced that Matt Ruso was stepping down as a board member, he had informed her that he is too busy at this time. Joe Caouette, offered to take the board member position, Christine motioned that Joe step into the board member position, no objection was made.

Christine Maynard reviewed the 2023 Financial info

Total members/dues/donations \$5,370.00

Insurance Policy starts aug 2023 \$1,560.09

4th of July cookout prizes / toys & 50 \$1.00 for parade \$619.73

4th of July cookout food \$633.33

Keys/mailing supplies \$354.67

Parking stickers 1,000 stickers, not done yearly \$602.83

4th of July flags and banners \$78.75

PO Box payment (paid in May yearly) \$68.75

Total spent for 2023 season \$3,917.40

Update on Grant and Beach damage and repairs, The grant that has been awarded is being reviewed by the EPA and should be signed soon, work and money will not be available until late August or September. Until that time it

was suggested that we rake and level the beach the best we can. Discussion about purchasing sand was had. Christine M and Christine B explained that if sand was purchased we would also have to get a permit, Christine M, also explained that sand is only able to be put on the beach every 5 years and if we do this work prior to the needed repairs that the new sand would possibly wash away and once it is in the lake we are not permitted to take it out, dredging is not allowed and if found doing so the association or person doing so could face costly fines.

Barbara Pacini made a motion to spend \$800.00 on a permit and sand a 2nd was made. 4 yes 19 no motion did not pass

4th of July cook out will be held on Saturday June 29th, parade will start at 10am games and food to follow. It was asked if a sub committee be formed for the event, it was explained that was not needed, the Association has been doing this for many years and the people that want to help show up and help.

EIN to be added to bank account, Christine M, explained that she tried to add the EIN to the association account but was informed by the bank that both people on the account needed to be present to do so, this took some time and when attempted again was informed that meeting minutes voting to add the EIN to the account was needed, Barbara Pacini made a motion to add the EIN to the account Tim Lionetti 2nd vote was unanimous, motion passed.

Update on nonprofit, Christine M explained that after months of calling and inquiring updates from the accountant she was informed that the person who was handling our "case" no longer worked at the office, the CPA who is now working with us reviewed our file because they were informed by the former person we were "all set" it was found that the former employee did not do anything they promised, Christine M had an appointment earlier in the week with the current CPA who will be helping us move forward with the non profit status and once everything is sent in we are hopeful it will take no longer than 6 months.

Legal/Covenants, Christine B and Christine M both explained that much discussion over the past year about covenants and who upheld them. The two other associations around our lake uphold them in their area but we have nothing proving if our Association upholds ours. At our last meeting it was discussed and agreed to research for an attorney who deals with land use laws and find out the cost of researching this. Christine M reported that she spoke to 3 different attorneys and 2 out of 3 were not a good fit, one attorney

was further north, the other was planning to retire within 1-2 years and if litigation was needed felt it might be more costly if litigation was needed and the case was turned over to another attorney. The last attorney stated he would be able to help and was "guestimating" the cost to research and find out the facts of who would be the one to uphold the covenants would cost about \$3,000.00. Discussion was had about the pros and cons to doing this research, other discussion was had about enforcement. Christine B stated that at this time this is strictly about finding out who is responsible for upholding them, she also brought up that it is our responsibility and duty to find out the facts, if the Association was the party that was responsible for the covenants and we did not address them that a resident could hold the Association responsible if not doing its job. Also Christine M stated that some members stepped forward and donated money for a legal fund, she stated that a separate line would be made for legal if others wanted to add to it as well.

Motion was made to vote to spend up to \$3,000.00 or the association money for legal. 24 yes 11 no 6 abstained, motion passed

discussion was had about when Boat Docks, it was agreed that docks would go in Sunday morning 10 am and also beach clean up would happen at the same time, all are encouraged to help.

A member asked about Keys/locks being changed at the day of the meeting, it was discussed and voted that locks will be changed the day of the meeting next year, no keys will be given until the day of the meeting and anyone not at the meeting will not get a key until after the meeting.

It was discussed about Updating By-laws, Christine M stated that one thing that she would like to see changed for example is fiscal year, as of now it is June - May, this worked in the past because all were seasonal and things did not start until June, now preparing for the season starts in Jan/Feb. Christine M also stated that a copy of the bylaws would be sent to the attorneys as part of the research and that we will ask them if any important things are missing. A 60 day notice will be sent out to all active members about updates to the bylaws.

Meeting adjourned at 11:30 am

Respectfully submitted by

Christine M. Maynard

Tax-Exempt Organization Complaint (Referral)**Referred Organization Information**

1. Name of referred organization

Sunrise Lake Lands Association

2. Street address

P.O. Box 345

3. City

Union

4. State

NH

5. ZIP code

03887

6. Date of referral

7. Organization's Employer Identification Number (EIN)

88-211736

Details of Alleged Violation

8. Name(s) of person(s) involved

Christine Maynard, Christine Barlett + acting board

9. Organizational title(s)

Christine Maynard - Treasurer & Secretary, Christine Bartlett - President

10. Date(s)

5/25/2024

11. Dollar amount(s) (if known)

3000.00

12. Description of alleged activities (briefly describe the facts of the alleged violation - Who/What/Where/When/How you learned about and obtained the information in this report. Attach another sheet if needed)

On Saturday, May 25, 2024 a member meeting was held at the beach on Lakeshore Rd. in Middleton NH on behalf of Sunrise Lake Lands Association. Members were part of a public Facebook page and that is how they would receive notification of board meetings. Agenda items were not called for or published in advanced. The Facebook page went blank the evening prior and was deleted by the Treasurer/Secretary with no communication. A new page was established after the meeting and therefore any documentation of members seeking and being denied information is no longer on record. I arrived to the meeting well before the scheduled announced start time of 10am and asked The President, Christine Bartlett for a copy of the agenda. Christine Bartlett stated that agendas are only for Directors and Officers and not for the members of the organization. The meeting was called to order almost 20 minutes late so that the Treasurer could continue to collect dues. The President said that meeting minutes and documents would be made available after the meeting. At the very end of the meeting, the President announced that a special board meeting was held the evening prior in order to vote on a motion to retain legal council at a cost of \$3,000 of our dues monies to determine if the Association is the owner of certain covenants that were written by the previous board in 1965. Absentee board member votes were all counted but only those members that attendee the meeting in person had their vote counted. The act of retaining legal council for a non-profit as part of its activities is not something that should be rewarded or operating under tax exempt status. This is an HOA disguised as a non-profit. Attached is a detailed statement regarding several violations of the associations own by-laws, discrimination against members and conflicts of interest between board members and the association.

Submitter Information

13. Name

Heather Dovholuk

14. Occupation or business

Executive Administrative Assistant

15. Street address

115 Old Rochester Rd.

16. City

Dover

17. State

NH

18. ZIP code

03820

19. Telephone number

6032855678

☒ 20. I am concerned that I might face retaliation or retribution if my identity is disclosed**Submission and Documentation**

The completed form, along with any supporting documentation, may be mailed to IRS TEGE Classification, Mail Code 4910DAL, 1100 Commerce Street Dallas, TX 75242-1027 or emailed to eoclass@irs.gov. **Disclaimer Notice:** Your email submission of Form 13909 and attachments are not encrypted for security.

By-Laws
of
Sunrise Lake Lands Association
Middleton, NH



ARTICLE II PURPOSE

A. To maintain and improve any properties it may acquire for the mutual benefit and use of all its members.

B. To devise, formulate and publish rules and regulations governing the use of beaches, docks, roadways and any other properties it may acquire.

C. To promote good will and understanding between its members and the residents of the Town of Middleton.

ARTICLE III - LOCATION OFFICES

The principle office of the association shall be located in the Town of Middleton, New Hampshire county of Strafford, The association may have such other offices, either within or outside of the State of New Hampshire, as the Board of Directors may determine or as the affairs of the association may require from time to time.

ARTICLE IV MEMBERS

Section I.

Eligibility for Membership.

Individuals having title to realty at (Sunrise Lake Lands) and the husbands or wives of these individuals, and also their immediate family.

Section 2.

Application and Acceptance for Membership.

Any individual meeting the requirements outlined in Section 1 and desirous of becoming a member of this association may do so by

tendering annual dues and special assessments to the treasurer of the association.

Section 3. Voting Rights

Each member shall be entitled to one vote on each matter submitted to a vote of the members.

Section 4.

Termination of Membership.

The Board of Directors, by affirmation vote of two-thirds of all the members of the Board, may suspend or expel a member for cause after an appropriate hearing, and by a majority vote of those present at any regularly constituted meeting, may terminate the membership of any member who becomes ineligible for membership, or suspend or expel any member who shall be in default in the payment of dues for the period fixed in an Article of these by-laws-

Membership shall also be terminated for refusal to abide by these by-laws, and for failure to follow rules, agreed upon, on SLLA properties.

Section 5

Resignation / Reinstatement

Any member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member so resigning of the obligation pay any dues, assessments, or other charges theretofore accrued and unpaid.

Upon written request signed by a former member and filed with the Secretary, the Board of Directors, by the affirmative vote of two-thirds (2/3) of the members of the Board, may reinstate such

former member to membership upon such terms as the Board of Directors may deem appropriate.

Section 6

Renters

Renters who wish to become seasonal members of the association may apply for limited membership under the following conditions.

- Must apply before the spring meeting. Membership term is limited to 1 year from the date fees are received. Fees will be due upon acceptance into the association.
- Having their application accepted and reviewed by a counsel comprised of the officers, be submitted by the counsel at the spring meeting for acceptance by 2/3's of the voting members present at that meeting.
- Criteria for accepting renters into the association, includes, but not limited to: Renting an eligible property within the boundaries of the Sunrise Lake Lands. Be in good standing with other members within the association.
- Renters have no voting rights. If a renters membership is terminated, all fees and dues shall be forfeited.

ARTICLE V

MEETINGS

Section 1

Meetings

There will be two meetings of the members held in Middleton, the Saturday before Memorial Day and the Saturday before Labor Day. The nomination election of officers and directors will be held at the Saturday before Labor Day meeting.

Section 2

Special Meetings.

Special meetings of the members may be called by the President, the Board of Directors or not less than one-tenth of the members having voting rights

Section 3.

Notice of Meetings.

Written, printed or emailed notice stating the place, day, and hour of any meeting of members shall be delivered either personally or by mail or email to each member entitled to vote at such meeting. Not less than ten nor more than fifty days before the date of such meeting, by or at the direction of the President or the Secretary, or the officers or persons calling the meeting. In case of a special meeting, or when required by statute, or by these bylaws the purpose or purposes for which the meeting is called shall be

stated in the notice if mailed, the notice of a meeting shall be deemed to be delivered when deposited in the United States mail addressed to the member at his address as it appears on the records of the association, with postage thereon prepaid.

Section 4 informal Action

Any action required by law to be taken at a meeting of the members, or any action which may be taken at a meeting of members, may be taken without a meeting if there is consent in writing, setting forth the action so taken, shall be signed by seventy—five percent of the members entitled to vote with respect to the subject matter thereof. (Absentee votes will be honored). They must be received before the opening of the meeting on matters concerning the bylaws.

Section 5 Quorum

Two-thirds (2/3) voting members present at the meeting shall constitute a quorum.

ARTICLE V

BOARD OF DIRECTORS

Section 1

General Powers.

The affairs of the association shall be managed by its officers and the Board of Directors. They must be current voting members of the association.

Section 2.

Number, Tenure & Qualifications.

The number of directors shall be five {5}. Each director shall hold office until his successor shall have been elected, two members to be elected annually to a two (2) year term and one (1) member to a one (1) year term.

Section 3. Regular Meeting.

A regular meeting of the officers and the Board of Directors shall be held without other notice than this by-law, immediately after, and at the same place as the meeting of the members. They may provide by resolution the time and place, either within or without the state of New Hampshire for the holding of additional meetings of the Directors without other notice than such resolution.

Section 4 Meeting;

Special meetings of the Board of Directors may be called by or at the request of the President or any two (2) Directors. The person or persons authorized to call special meetings of the Board may fix any place within Middleton, NH as the place for holding any special meeting of the Board called by them.

Section 5. Notice

Notice of any special meeting of the Board of Directors shall be given at least seven (7) days previously there to by written notice delivered personally or sent by mail or by email to each Director at their address as shown by the records of the association. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the member at his address as it appears on the records of the association, with postage thereon prepaid, Any Director may waive notice of any meeting. The attendance of a Director at any meeting shall

constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting, unless specifically required by law or by these bylaws.

Section 6.

Quorum.

A majority of the officers and Board of Directors shall constitute a quorum for the transaction of business at any meeting of the Board; but if less than a majority of the Board is present at said meeting a majority of the Board present may adjourn the meeting from time to time without further notice,

Section 7. Manner of Acting.

The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors, unless the act of a greater number is required by law or by these by-laws'

Section 8, Vacancies.

Any vacancy occurring in the Board of Directors and any directorship to be filled by reason of an increase in the number of directors shall be filled by the Board of Directors. A Director elected for the unexpired term of their predecessor in office.

Removal

Any officer may be removed by the Board of Directors whenever in its judgment the best interests of the association require to be removed thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed.

ARTICLE VII.

OFFICERS

Section 1

The officers of the association shall be President, vice President, Treasurer, and a Secretary and such other officers as may be elected in accordance with the provisions of this article,

Section 2.

Election and Term of Office.

The President is elected for a term of two years. Other officers of the association shall be elected annually by the members qualified to vote at the August meeting of the members. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently possible. New offices may be created and filled at any meeting of the members. Each officer shall hold office until their successor shall have been duly elected

Section 3.

Removal

Any officer may be removed by the Board of Directors whenever in its judgment the best interests of the association would be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the officer so removed.

Section 4. Vacancies.

A vacancy in any office because of death, resignation, removal, disqualification, may be filled by the Board of Directors for the unexpired portion of the term.

Section 5. President.

The President shall be the principal executive officer of the association and shall in general supervise and control all of the business and affairs of the association. The President shall preside at all meetings of the members, and the Board of Directors. They may sign, with the Secretary or any other proper officer of the association authorized by the Board of Directors, any deeds, mortgages, bonds, contracts or other instruments which the Board of Directors have authorized to be executed, except in cases where the signing and execution thereof shall be expressly delegated by the board of Directors or by these by-laws or by statute to some other officer or agent of the association; and in general the President shall perform all duties as may be prescribed by the Board of Directors from time to time.

Section 6.

Vice President.

in the absence of the President or in the event of their inability or refusal to act, the Vice President shall perform the duties of the President, and when so acting, shall have all powers of and be subject to all the restrictions upon the President, any Vice President shall perform such other duties as from time to time may be assigned to them by the President or by the Board of Directors.

with the provisions of these by-laws or as required by law, be custodian of the association records, keep a register of the post office address, email address and phone numbers of each member which shall be furnished to the Secretary by such member, and in general perform all duties as from time to time may be assigned to them by the President or by the Board of Directors. The Secretary shall also mail and receive literature to

Section 7 Treasurer.

If required by the Board of Directors, the Treasurer shall give a bond for the faithful discharge of his duties in such sum and with such surety or sureties as the Board of Directors shall determine. They shall have charge and custody of and be responsible for

all funds and securities of the association, receive and give receipts for money due and payable to the association from any source whatsoever, and deposit all such moneys in the name of the association in such banks, trust companies, or other depositories as shall be selected in accordance with the provisions of an Article of these by-laws: and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to them by the President or by the Board of Directors. The Treasurer will also have prepared an annual report so that any member may have access or gain copy to, if requested. The Board of Directors shall bond the Treasurer.

Section 8.

Secretary.

The Secretary shall keep minutes of the meetings of the members and of the Board of Directors in one or more books provided for that purpose, see that all the notices are duly given in accordance

with the provisions of these by-laws or as required by law, be custodian of the association records, keep a register of the post office address, email address and phone numbers of each member which shall be furnished to the Secretary by such member, and in general perform all duties as from time to time may be assigned to them by the President or by the Board of Directors. The Secretary shall also mail and receive literature to members of the association.

Article VIII

Committees.

Section 1. Quorum.

Committees.

The Board of Directors, by resolution adopted by a majority of the Board of Directors in office, may designate one or more committees, each of which shall consist of two or more members appointed by the President, which committees, to the extent provided in said resolution, shall have and exercise the authority of the Board of Directors, but the designation of such committees and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any individual Director, of any responsibility imposed on them by law.

Section 2. Term of office.

Each member of a committee shall continue as such until the next August meeting of the members of the association and until their successor is appointed, unless the committee shall be sooner terminated, or, unless such member be removed from such committee, or unless such member shall cease to qualify as a member thereof.

Section 3.

Chairman.

One member of each committee shall be appointed chairman by the person or persons authorized to appoint the members thereof.

Section 4. Vacancies.

Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointments.

Section 5. Quorum.

Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

Section 6. Rules.

Each committee may adopt rules for its own government not inconsistent by these by-laws or with rules adopted by the Board of Directors.

ARTICLE IX

CONTRACT, CHECKS, DEPOSITS AND FUNDS

Section 1.

Contracts.

The Board of Directors may authorize any officers, agent or agents of the association, in addition to the officers authorized by these by-laws, to enter into contract or execute and deliver any instrument in the name of and on behalf of the association, and such authority may be general or confirmed to specific instances.

Section 2.

Checks Drafts etc.

All checks, drafts or orders for the payment of money, notes, or other evidenced of indebtedness issued in the name of the association, shall be signed by such officer or officers, agent or agents of the association and in such manner as shall from time to time be determined by resolution of the Board of Directors. In the absence of such determination by the Board of Directors, such instruments shall be signed by the Treasurer or an assistant Treasurer and countersigned by the President or a Vice President of the association.

Section 3.

Deposits.

All funds of the association shall be deposited from time to time to the credit of the association in such banks, trust companies, or other depositories as the Board of Directors may select.

Section 4. Gift.

Section 2 Payment of Dues.

The Board of Directors may accept on behalf of the association, contributions, gifts, bequest, or device for the general purposes or for any special purpose of the association.

ARTICLE X.

FISCAL YEAR

Section 1.

The fiscal year of the association shall begin on the first day of June and end on the last day of May in each year.

ARTICLE XI

DUES AND ASSESSMENTS

Section 2.

Annual Dues.

The Board of Directors may determine from time to time the amount of the initiation fee, if any, and annual dues payable to the association by members.

Section 2. Payment of Dues.

Dues shall be payable in advance on the first day of June in each fiscal year.

Section 3.

Default and Termination of Membership

When any member shall be in default in the payment of dues for a period of three months from the beginning of the fiscal year or period of which such dues became payable, his membership may there upon be terminated by the Board of Directors in the manner provided in an Article of these by-laws.

Section 4

Assessments.

At the direction of the Officers and the Board of Directors, assessments shall be levied by the Treasurer against the members of the association in anticipation of or in payment of expenditures necessary to accomplish those projects undertaken by the members and approved by the affirmative vote of two-thirds of the members present at any duly called meeting attended by a quorum of the members authorized to vote. If a loan is procured for work to be done, time limit shall be of no more than three years the amount limit to be voted on by two-thirds of the voting members.

ARTICLE XII

AMENDMENTS TO BY-LAWS

Section 1.

These By—Laws may be altered, amended, or repealed and new by-laws may be adopted by a majority. Of the members present at any regular meeting, or at any special meeting if at least sixty

days written notice is given of intention to alter, amend, or repeal, or to adopt new by-laws at such meeting.

ARTICLE XIII

DISSOLUTION OF ASSOCIATION

Upon Dissolution of the association, remaining assets shall be distributed to the local government for a public purpose.

1. Whether the Sunrise Lake Lake Association (the "Association") has the authority to enforce the restrictions and covenants on the Property (hereinafter defined).

2. Whether the Association can require (i) membership in the Association and (ii) that or (iii) non-members to be charged for their use of the Property.

Factual Background

On or about September 4, 1964, a parcel of property (the "1964 Lot") was owned by Sunrise Lake Lands, Inc. by warranty deed recorded at the Stafford County Registry (the "Registry") at Book 784, Page 135 (hereinafter about April 20, 1965, Sunrise Lake Lands held a meeting wherein it was voted to impose certain restrictions and covenants ("Covenants") to run with the land upon property owned by said Sunrise Lake Lands and around Sunrise Lake, as recited. These Covenants were documented in deeds which were recorded in the Registry at Book 793, Page 435 (the "1965 Meeting Minutes").

The Association was formed on or about October 1, 1968. On or about October 1, Sunrise Development Corporation (d/b/a Sunrise Lake Lands, Inc.) conveyed a portion of the 1964 Lot (the "Property") to the Association by deed recorded in the Registry at Book 793, Page 435 (the "1968 Deed"). The Property was conveyed subject to restrictions and the covenants to be used solely as a community recreation center for the use and benefit of all persons in the development and was further subject to the Covenants described in the 1965 Meeting Minutes.

The Association appears to have been subsequently dissolved or discontinued. On December 1, 2003, the Association was revived by the filing of a Certificate of Incorporation.

¹ The Property is more specifically described in Lots 64 and 65 on the plan submitted to the Registry on September 14, 1964, at Book 784, Page 135 (hereinafter the "1964 Deed"). The 1964 Deed is recorded in the Registry at Book 784, Page 135 (the "1964 Deed"). The 1965 Meeting Minutes are recorded in the Registry at Book 793, Page 435 (the "1965 Meeting Minutes").

² The Registry of Title does not show whether the Association was withdrawn, dissolved or merged.

CLEVELAND, WATERS & BASS, P.A.

MEMORANDUM

To: JCC

From: ANB

Date: July 1, 2024

RE: Sunrise Lake Lands Association Covenants and Easement Research

Issue

1. Whether the Sunrise Lands Lake Association (the "Association") has the authority to enforce the restrictions and covenants on the Property (hereinafter defined).
2. Whether the Association can require (i) membership in the Association to be mandatory, or (ii) non-members to be charged for their use of the Property.

Factual Background

On or about September 4, 1964, a parcel of property (the "1964 Lot") was conveyed to Sunrise Lake Lands, Inc. by warranty deed recorded at the Strafford County Registry of Deeds (the "Registry") at Book 784, Page 135. On or about April 20, 1965, Sunrise Lake Lands, Inc. held a meeting wherein it was voted to impose certain restrictions and covenants (the "Covenants") "to run with the land upon property owned by said Sunrise Lake Lands, Inc., on and around Sunrise Lake, so called...". These Covenants were documented in meeting minutes which were recorded in the Registry at Book 793, Page 435 (the "1965 Meeting Minutes").

The Association was formed on or about October 1, 1968. On or about October 21, 1968, Sunrise Development Corporation (f/k/a Sunrise Lake Lands, Inc.) conveyed a portion of the 1964 Lot (the "Property")¹ to the Association by deed recorded in the Registry at Book 849, Page 450 (the "1968 Deed"). The Property was conveyed subject to restrictions that the Property be used solely as a community recreation center for the use and benefit of all lot owners in the development and was further subject to the Covenants described in the 1965 Meeting Minutes.

The Association appears to have been subsequently dissolved on January 2, 1986.² On December 5, 2017, the Association was revived by the filing of a Certificate of Revival with the

¹ The Property is more specifically described as Lots 63, 64 and 65 on the plan entitled "SUNRISE LAKE LANDS, INC., Middleton, N.H., Survey & Design, T.W. Chesley, Northwood, N.H., Date: Aug. 1966, Scale: 1" = 100 feet, Plan No. 2020," (recorded in the Registry as Plan #25, Pocket #5, Folder #3).

² The Secretary of State does not state whether the Association was withdrawn, dissolved or canceled.

New Hampshire Secretary of State. According to the By-Laws of Sunrise Lake Lands Association (the "By-Laws"), membership in the Association is voluntary. See By-Laws, Article IV. The purpose of the Association is to (i) maintain and improve property owned by the Association, (ii) formulate and publish rules and regulation governing the use of property owned by the Association, and (iii) promote goodwill and understanding between its members. See By-Laws, Article II. On or about June 27, 2018, the Town of Middleton (the "Town") conveyed the Property to the Association by Quitclaim Deed recorded in the Registry at Book 4579, Page 0037. It is unclear when, how and why the Town obtained ownership of the Property, but the purpose of this Quitclaim Deed was likely to confirm ownership by the Association after the revival thereof. Therefore, the history of the Property is unclear from approximately October 21, 1968 until June 27, 2018.

Discussion

A. The Restrictive Covenants

Restrictive covenants are most frequently used when a person or entity owns a large tract of land and wants to subdivide the land into smaller parcels to be used, occupied and developed in the same way. This is known as a covenant "appurtenant", meaning that the rights and obligations of the servitude are tied to ownership or occupancy of a particular parcel of land. In other words, the covenants run with the land and pass automatically to heirs and successors. Often, such restrictive covenants are found in the deed conveying each lot in the subdivision. Here, the Covenants are enumerated in the 1965 Meeting Minutes which are recorded in the Registry and appear to be referenced in the deeds to each lot. Accordingly, each lot in the subdivision is subject to the Covenants by virtue of ownership of their respective lot.

Frequently, in a similar subdivision, the restrictive covenants would be included as part of the governing documents of an association or other organization and would specifically prescribe a method for enforcement of the covenants. Here, the Covenants were not created with an enforcement mechanism. In either case, however, a lot owner subject to or benefitting from a restrictive covenant may enforce it. See Gauthier v. Robinson, 122 N.H. 365, 268 (1982) citing Varney v. Fletcher, 106 N.H. 464 (1965) (if an owner of a tract of land has inserted in the deeds uniform restrictions intended for the benefit of all the lots, equitable reciprocal servitudes are thereby created on the lots). This is the common mechanism for enforcement in the absence of a common association or entity; the other landowners in the subdivision all have the right to enforce the covenants against each other. Any landowner could bring a lawsuit against any other landowner to enforce the covenants. In short, restrictive covenants are generally either enforced by a governing entity or they are mutually enforceable, any landowner against another.

Accordingly, here, the Covenants do not grant the Association any enforcement rights. Nevertheless, because the Association is the owner of the Property, which is subject to the Covenants, it likely has the right to enforce the Covenants as one of the landowners subject thereto. In this case, the Association would not be the sole or exclusive entity with enforcement authority, but would instead be one of the landowners subject to the Covenants, each of whom would have the right to bring an enforcement action.

In this case, however, enforcement would require a lawsuit with the courts. Without enforcement provisions built into the covenants, direct enforcement mechanisms such as fines, fees, or liens are unavailable without judicial intervention. If the Association wishes to adopt a procedure to enforce the Covenants without court intervention (e.g., imposing fees, etc.) in the future, it will likely require the consent of each lot owner affected by the Covenants (essentially amending the Covenants) or would only be applicable to Association members.

B. Association Membership

i. Whether a Voluntary Association Can Become Mandatory.

As a voluntary association, lot owners are not required to become members of the Association. There appears to be no provision in the 1965 Meeting Minutes or in the respective lots' chain of title requiring membership in the Association. However, sometimes a community with a voluntary membership may decide to become a mandatory community. Most often, the decision to become a mandatory association is due to lack of funds and/or participation which is needed to continue the upkeep and maintenance of association amenities and property or to enforce restrictive covenants. In these situations, lot owners are not automatically obligated to join. To become a mandatory association, each lot owner would need to agree to join, voluntarily, which would thereafter bind subsequent owners of the respective lots. The Association would need to create the appropriate governing documents outlining the rules, restrictions and covenants and file those documents with the Registry; thereafter, these rules could be enforced against both the agreeing-lot owners and any subsequent owners.

ii. Whether Non-Members of the Association are Obligated to Contribute Financially.

Under normal circumstances, the incentive to join the voluntary association would be access to the Association's Property. Each lot owner that joins would agree to contribute and be subject to the rules; and therefore, have the right to use the Property. A lot owner that does not

join does not have to contribute but cannot use the Property. In this case, however, each lot owner benefits from an express easement which includes the right to use the Property in common with the other lot owners, the Association, and Sunrise Development Corporation (the "Easement"). Accordingly, they have an individual right to use the Property regardless of whether they are members of the Association.

An express easement may include provisions for the allocation of costs of repair, maintenance, and improvement of the easement area. See Restatement of Property §485, cmt. a (noting that parties to an easement may allocate duty of repair and maintenance). In this case, repair and maintenance of the Easement is not mentioned or discussed.

There are certain default rules in the absence of such a provision. When parties jointly use an easement, they have an obligation to contribute jointly to the costs reasonably incurred for repair and maintenance as well as for commonly used improvements. See Restatement (Third) of Property §4.13 (2000); see also Village Green Condominium Association v. Hodges, 167 N.H. 497, 501 (2015). These rules are based on the principle that the user of the easement, who contributed to its wear and deterioration should therefore have the burden of easement maintenance and repair as it is equitable and just. See Village Green, 167 N.H. at 502. Because the Easement does not specifically address obligations to maintain or financially contribute to the Property, the default rule would likely apply. Therefore, the lot owners should be required to maintain and repair the easement by virtue of being holders of the easement and contributing to its wear and deterioration.

In this case, it should be noted that it is unclear whether the Association itself would be considered a user in common. In other words, it is unclear whether the costs of the repair and maintenance of the Property would have to be divided amongst the easement holders alone, or the easement holders and the Association, with the Association paying one share. It seems most likely that the Association, as an entity that solely exists to manage the property for the benefit of the easement holders, would not be considered a "user" of the property and obligated to contribute an independent share of the costs.

The Association could request contribution from every lot owner by virtue of their interest in the Easement, regardless of whether the individual lot owner actually uses the Easement, but it would have to go to Court to enforce such a demand. Such a demand may also seem inequitable if the court applies it equally to all lots, regardless of the nature or extent of their use of the Property.

As an alternative, the Association could adopt "user fees" to try to recoup the costs of repair and maintenance. The Association could adopt such fees applicable to its members, so long as it complies with its Bylaws in doing so, but it is not certain whether these would be enforceable against lot owners with easement rights who choose not to be members in the Association (or who choose to discontinue their membership).

The Association, as the owner of property subject to an easement, must not unreasonably burden the easement rights of the property owners. In order to determine whether some act is unreasonably burdensome, the courts apply a fact specific balancing act that compares the advantages and disadvantages of a specific act to each party. Hertz v. City of Concord, 148 N.H. 325, 331 (2002). If something is a minor inconvenience to the easement holder, but serves an important purpose to the Association, for example, it is likely reasonable. If it significantly interferes with the easement holder's rights to use the Property without sufficient justification, however, it would not be reasonable. Whether any particular proposal would be reasonable would depend entirely on the specifics.

For example, a proposal to require parking permits, for a fee, could arguably interfere with a property owner's right to use the Property. This would require an analysis of why parking permits are required (such as how much parking is available compared to the demand, whether non-easement holders have been parking there, etc.) and how much of a burden that imposes on the easement holders.

This analysis would also apply to other restrictions or rules the Association could adopt, such as for dogs to be on leashes, no glass bottles, no loud music, or quiet hours, etc. Such rules are more likely to be considered reasonable, but the adoption of such rules may encourage lot owners to become members of the Association voluntarily. This would effectively create a system where lot owners who did not pay would not have any say in the management of the Property and, conversely, those who wanted to have a say in the rules would have to pay for the privilege. The Association could use those member fees to pay for the operation and maintenance of the Property.

In any case, each fee or rule the Association wishes to adopt should be evaluated individually in order to determine whether the rule imposes an unreasonable burden on an individual lot owners' rights to the Easement. If the Association would like to implement "user fees", we should discuss some considerations related thereto in further detail.

Conclusion

As owner of the Property subject to the Covenants, the Association has the right to enforce the Covenants against a violating lot owner. However, because there is no mechanism for the Association to enforce such violations, it is likely the Association (or other lot owners) will need to file a lawsuit against any offending lot owner(s) with the courts.

The Association similarly has a right to require payment from the lot owners for the repair and maintenance of the Easement. However, there is similarly no apparent enforcement procedure, and the Association would therefore also need to proceed to the courts to enforce and collect those contributions. There may be ways the Association could charge user fees or encourage voluntary membership and contribution, but whether those would be effective or enforceable would depend entirely on the specifics.

This issue may be able to be resolved going forward if the respective lot owners were to agree to amend the Covenants or to adopt an additional agreement providing for enforcement mechanisms, but it would likely be practically difficult to get all lot owners to agree, especially in light of the fact that some of them appear likely to be in violation and therefore unlikely to willingly agree to an enforcement mechanism, although such an agreement could potentially be part of the settlement of a lawsuit.

EXTRACT OF MINUTES OF MEETING OF DIRECTORS OF SUNRISE LAKELANDS, INC.

The following is an extract of a meeting of the directors of Sunrise Lake Lands, Inc., held on April 6, 1965, at half past ten o'clock in the morning, at the offices of Cooper, Hall & Walker, Rochester, New Hampshire, with all of the directors present: Herbert Starr, Sidney Fagelman and Dora Fagelman, and Richard F. Cooper as Clerk, all directors having waived notice of said meeting, and said VOTES remaining in full force and effect.

"Upon motion duly made and seconded, it was VOTED to impose the following restrictions and covenants to run with the land upon property owned by said Sunrise Lake Lands, Inc. on and around Sunrise Lake, so called, in the Town of Middleton, County of Strafford, State of New Hampshire:

1. Said lot shall be used only for residential purposes and no commercial enterprise of any sort whatsoever unless by written agreement.
2. That no multiple dwelling units, not more than one dwelling unit be erected on the premises being conveyed. This shall not restrain construction of a private garage.
3. The premises being conveyed shall not be sub-divided or sold in portions by the lot owner.
4. All artificial drainage and sewage shall be piped into a septic tank or cesspool, which tank or cesspool shall be located not less than 75 feet from the high water mark.
5. In addition to the restrictions and conditions hereinabove contained, said premises are to be conveyed subject to zoning laws and to all rules, regulations and ordinances, if any, of the Town of Middleton relative to the construction and erection of buildings, and to the requirements of the Middleton Board of Health that each lot must be approved by the Middleton Board of Health before any dwelling is erected thereon if required, and nothing herein contained shall be construed as a waiver by the Seller of compliance with such rules, ordinances or regulations or the provisions hereof.
6. In the event a dwelling as aforesaid is erected Buyer agrees to connect the same to and with such water facilities, if any, as are then or may thereafter become available and to undertake by written contract to secure water from the entity providing such facilities under such costs, terms and conditions as to such entity shall uniformly charge. The within provision shall be likewise applicable to such entity or entities as may make electric, telephone and other utilities available to such community, and Buyer agrees to connect and undertake by written contract as aforesaid with such other entity or entities serving said community.
7. That no house trailers, tents, quonset huts, be placed on the premises being conveyed except temporarily during the construction of the dwelling thereon or at a distance of not less than 700 feet from the shoreline and then only by written permission.

LINE 7
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8. That no structure, other than docks, boathouses, and sundecks be erected closer than 20 feet to the shoreline, nor closer than 12 feet from adjoining property lines.

9. That any structure erected on the lot being conveyed, shall be finished on the exterior with clapboard, log siding, stone, masonry, or similar so called finish siding in such manner as shall be compatible with surrounding structures.

10. Any dwelling to be erected on the lot being conveyed shall have a minimum of 480 square feet of floor area, excluding porch area. Each dwelling to be substantially completed within one year after commencement of construction.

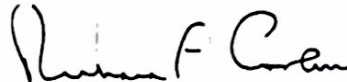
11. No livestock, animal or poultry shall be kept or maintained on the premises except household pets.

12. No signs for advertising purposes shall be erected or placed on the premises.

13. It is understood and agreed that shore lots are conveyed subject to such rights of flowage and drainage to which others are lawfully entitled.

The above restrictions upon use shall be considered as covenants running with the land upon all of those properties hereafter sold or conveyed by the corporation from that larger tract of land acquired from Boris Schell, et als, dated August 20, 1964, recorded Book 784, Page 135, Strafford County Registry of Deeds.

Certified a true extract.



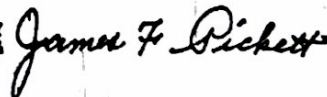
Richard F. Cooper, Clerk

April 20, 1965



RECEIVED 8:30 A.M. APRIL 23, 1965

EXAMINED BY



REGISTER

June 9 → July 14

- 1) Rake ND Rd.
- 2) Put broom on loader Sweep ND Rd - Silver st LAERS
- 3) Cut up down tree #53 Gary Rd chipped brush.
- 4) Cut brush at Exit of School (Sight Issue.)
- 5) Cut shoulders Gov. Rd (Prep for paving.)
- 6) Cut brush Gov. Rd
- 7) Replace Culvert Gov. Rd.
- 8) add message on sign for school
- 9) Sweep Gov. Rd. (Loader)
- 10) Mow lawns as needed & trimmed
- 11) Cut shoulders Silver st.
- 12) Prep cut on gov. Rd for pavers
- 13) Pave Gov. Rd, Nicola to Dudley & shirn
Piece of Silver st.
- 14) Gravel driveways after paving. (Gov. Rd, Nicola, Silver)
- 15) Ditch 12 Elaine Rd. (Res called.)
- 16) Ditch 42 Spruce (Res called.)
- 17) Gravel shoulder #61 Shore (Res. Emailed.)
- 18) Clean up beach as needed.
- 19) Cut brush around chevron's kings Hwy.
- 20) Replaced Messed up flags.
- 21) Got (2) trucks out to bid



Middleton Police Department



POLICE DEPARTMENT MONTHLY REPORT: June 2025

Date: 7/1/2025

CALLS FOR SERVICE: 203

INCIDENTS INVESTIGATED: 41

ARRESTS: 0

MOTOR VEHICLE ACCIDENT: 0

MOTOR VEHICLE ACTIVITY: 5 Citations/Warnings

- Continued work on Recruitment, completed background investigation for certified candidate.
- Assisted the Highway Department with paving projects
- Continued with annual training to meet the requirements of NH Police Standards and Training.
- Utilized the department's speed trailer throughout the month in targeted areas within the community to assist with traffic awareness and education.
- Conducted joint investigations with surrounding agencies.
- Conducted the hiring of Officer Tayla Hutchings and started her field training program which she will remain on through the following month.

- **Firearms Proposal**

Regards,



Chief Scott Ferguson

TOWN OF MIDDLETON

Permits Issued

BUILDING PERMIT Permits Issued With Approved Date Between 06/01/2025 And 06/30/2025 Sorted by PID

PID: 000005 000092 000000	Project: ALTERATION -- 378 SQ FT ROOF MOUNT PANELS	Location: 91 FOX ROAD	Proj. Date: 06/04/25
Permit Type	Owner: STEWART, RANDALL	Owner Phone: 7204121759	
Permit Number	Permit Status	Added	Approved Expires
BUILDING PERMIT	2963	06/04/25	06/04/25 06/04/26
Applicant: RANDALL STEWART			Fee \$ 50.00
Contractor: 603 SOLAR			Est Cost \$ 0.00
Applicant Phone: 6035702607			
Contractor Phone: 6035702607			
PID: 000008 000011 000002	Project: NEW BUILDING -- NEW MANUFACTURED HOME	Location: PINKHAM ROAD	Proj. Date: 06/17/25
Permit Type	Owner: PIERCE FAMILY DEVELOPMENT CO,	Owner Phone: 6035832508	
Permit Number	Permit Status	Added	Approved Expires
BUILDING PERMIT	2965	06/17/25	06/17/25 06/17/26
Applicant: PIERCE FAMILY DEVELOPMENT CO LLC			Fee \$ 1,860.00
Contractor: SEACOAST MODULAR HOMES INC.			Est Cost \$ 0.00
Applicant Phone: 6035832508			
Contractor Phone: 6035832508			
PID: 000012 000015 000009	Project: GARAGE -- 24X32 POLE BARN	Location: 84 NEW DURHAM ROAD	Proj. Date: 06/11/25
Permit Type	Owner: GERARD, NATHAN	Owner Phone: 6035347282	
Permit Number	Permit Status	Added	Approved Expires
BUILDING PERMIT	2964	06/11/25	06/11/25 06/11/26
Applicant: NATHAN GERARD			Fee \$ 570.80
Contractor: SELF			Est Cost \$ 0.00
Applicant Phone: 6035347282			
Contractor Phone: 6035347282			
PID: 000012 000050 000004	Project: ADDITION -- INLAW APPT ABOVE GARARAGE 864	Location: 38 EASTMAN LANE	Proj. Date: 06/02/25
Permit Type	Owner: DERROW, DONALD R	Owner Phone: 2076083535	
Permit Number	Permit Status	Added	Approved Expires
BUILDING PERMIT	2961	06/02/25	06/02/25 06/02/26
Applicant: STEVE OKUN			Fee \$ 1,025.00
Contractor: DUBE PLUS CONSTRUCTION			Est Cost \$ 0.00
Applicant Phone: 6039440326			
Contractor Phone: 6039440326			

Permits Issued **BUILDING PERMIT Permits Issued With Approved Date Between 06/01/2025 And 06/30/2025 Sorted by PID**

ID: 000014 000013 000000		Project: DECK -- DECK ON BACK OF HOUSE		Location: 140 NH ROUTE 153		Proj. Date: 06/04/25			
Permit Type	Owner: DAVIS, CRAIG & CANDACE	Permit Number	Permit Status	Owner Phone:	Added	Approved	Expires	Fee	Est. Cost
BUILDING PERMIT	2962	Applicant: CANDACE DAVIS		Applicant Phone:	06/04/25	06/04/25	06/04/26	\$ 82.00	\$ 0.00
	Contractor: LONE WOLF CARPENTRY			Contractor Phone: 9784207059					

Summary of Permits:

Total of Estimated Costs: \$ 0.00

Permit Type	Count	Fees Collected	Estimated Cost
BUILDING PERMIT	5	\$ 3,587.80	\$ 0.00
ADDITION	1	\$ 1,025.00	\$ 0.00
ALTERATION	1	\$ 50.00	\$ 0.00
GARAGE	1	\$ 570.80	\$ 0.00
NEW BUILDING	1	\$ 1,860.00	\$ 0.00
DECK	1	\$ 82.00	\$ 0.00
Total	5	\$ 3,587.80	\$ 0.00

TOWN OF MIDDLETON

Permits Issued

POOL, SHORELAND PERMIT, DEMOLITION PERMIT, PLUMBING PERMIT, GAS PERMIT, ELECTRICAL PERMIT Permits Issued With Approved Date Between

06/01/2025 And 06/30/2025 Sorted by PID

PID: 000004 000092 000000	Project: ALTERATION -- REDECK REMOVE CHIMNEY DUE	Location: 128 LAKESHORE DRIVE	Proj. Date: 05/29/25
Permit Type	Owner: BOWEN, SARAH	Owner Phone: 9788090966	
	Permit Number	Added	Approved
ELECTRICAL PERMIT	E-25-13	06/17/25	06/17/25
	Applicant:	06/17/25	06/17/26
	Contractor: NATHAN PLIMPTON	06/17/25	06/17/26
		Applicant Phone:	06/17/26
		Contractor Phone: 9788090966	\$ 150.00
			\$ 0.00
PID: 000004 000100 000000	Project: NEW BUILDING -- 2024 SQ FT HOME 2 BED 2 BATH	Location: 100 LAKESHORE DRIVE	Proj. Date: 12/04/24
Permit Type	Owner: MCGINLEY, ERIN E.	Owner Phone: 9787666006	
	Permit Number	Added	Approved
GAS PERMIT	G-270	06/17/25	06/17/25
	Applicant: EASTERN PROPANE	06/17/25	06/17/26
	Contractor: EASTERN PROPANE	06/17/25	06/17/26
		Applicant Phone:	06/17/26
		Contractor Phone:	\$ 50.00
			\$ 0.00
PID: 000005 000092 000000	Project: ALTERATION -- 378 SQ FT ROOF MOUNT PANELS	Location: 91 FOX ROAD	Proj. Date: 06/04/25
Permit Type	Owner: STEWART, RANDALL	Owner Phone: 7204121759	
	Permit Number	Added	Approved
ELECTRICAL PERMIT	E-25-12	06/04/25	06/04/25
	Applicant: RANDALL STEWART	06/04/25	06/04/26
	Contractor: GRATEFUL ELECTRIC	06/04/25	06/04/26
		Applicant Phone:	06/04/26
		Contractor Phone: 6034385434	\$ 100.00
			\$ 0.00
PID: 000012 000024 000002	Project: ALTERATION -- T MOBILE ADDING TO TOWER	Location: 90 RIDGE ROAD	Proj. Date: 03/24/25
Permit Type	Owner: MIDDLETON, TOWN OF	Owner Phone:	
	Permit Number	Added	Approved
ELECTRICAL PERMIT	E-25-14	06/17/25	06/17/25
	Applicant: ZAKARI SWEENEY	06/17/25	06/17/26
	Contractor: ZAKARI SWEENEY	06/17/25	06/17/26
		Applicant Phone:	06/17/26
		Contractor Phone: 6038566182	\$ 50.00
			\$ 0.00

Permits Issued

SHORELAND PERMIT, DEMOLITION PERMIT, PLUMBING PERMIT, GAS PERMIT, ELECTRICAL PERMIT Permits Issued With Approved Date Between 06/01/2025 And 06/30/2025 Sorted by PID

00013 000008 000024		Project: EXTERIOR ONLY -- 14X24 INGROUND POOL WITH				Location: 63 ADAMS WAY		Proj. Date: 06/05/25	
Permit Type		Owner: MCCLENDON, JONATHAN		Owner Phone: 603/813760					
POOL		Permit Number		Permit Status		Added		Approved	
POOL-04		Applicant:		Applicant Phone:		06/05/25		06/05/25	
Contractor:		Contractor Phone: 9782030406		Expires		06/05/26		Fee	
								Est. Cost	
								\$ 50.00	
								\$ 0.00	

Summary of Permits: Total of Estimated Costs: \$ 0.00

Permit Type	Count	Fees Collected	Estimated Cost
ELECTRICAL PERMIT ALTERATION	3	\$ 300.00	\$ 0.00
GAS PERMIT NEW BUILDING	1	\$ 50.00	\$ 0.00
POOL EXTERIOR ONLY	1	\$ 50.00	\$ 0.00
Total	5	\$ 400.00	\$ 0.00

TOWN OF MIDDLETON

Permits Issued

BUILDING PERMIT Permits Issued With Approved Date Between 06/01/2025 And 06/30/2025 Sorted by PID

PID: 000005 000092 000000				Project: ALTERATION -- 378 SQ FT ROOF MOUNT PANELS				Location: 91 FOX ROAD		Proj. Date: 06/04/25	
Permit Type	Owner: STEWART, RANDALL	Permit Number	Permit Status	Owner Phone: 7204121759	Added	Approved	Expires	Fee	Est Cost		
BUILDING PERMIT	2963	Applicant: RANDALL STEWART	Contractor: 603 SOLAR	Applicant Phone: 6035702607	06/04/25	06/04/25	06/04/26	\$ 50.00	\$ 0.00		
PID: 000008 000011 000002				Project: NEW BUILDING -- NEW MANUFACTURED HOME				Location: PINKHAM ROAD		Proj. Date: 06/17/25	
Permit Type	Owner: PIERCE FAMILY DEVELOPMENT CO,	Permit Number	Permit Status	Owner Phone: 6035832508	Added	Approved	Expires	Fee	Est Cost		
BUILDING PERMIT	2965	Applicant: PIERCE FAMILY DEVELOPMENT CO LLC	Contractor: SEACOAST MODULAR HOMES INC.	Applicant Phone: 6035832508	06/17/25	06/17/25	06/17/26	\$ 1,860.00	\$ 0.00		
PID: 000012 000015 000009				Project: GARAGE -- 24X32 POLE BARN				Location: 84 NEW DURHAM ROAD		Proj. Date: 06/11/25	
Permit Type	Owner: GERARD, NATHAN	Permit Number	Permit Status	Owner Phone: 6035347282	Added	Approved	Expires	Fee	Est Cost		
BUILDING PERMIT	2964	Applicant: NATHAN GERARD	Contractor: SELF	Applicant Phone: 6035347282	06/11/25	06/11/25	06/11/26	\$ 570.80	\$ 0.00		
PID: 000012 000050 000004				Project: ADDITION -- INLAW APPT ABOVE GARARAGE 864				Location: 38 EASTMAN LANE		Proj. Date: 06/02/25	
Permit Type	Owner: DERROW, DONALD R	Permit Number	Permit Status	Owner Phone: 2076083535	Added	Approved	Expires	Fee	Est Cost		
BUILDING PERMIT	2961	Applicant: STEVE OKUN	Contractor: DUBE PLUS CONSTRUCTION	Applicant Phone: 6039440326	06/02/25	06/02/25	06/02/26	\$ 1,025.00	\$ 0.00		

Permits Issued BUILDING PERMIT Permits Issued With Approved Date Between 06/01/2025 And 06/30/2025 Sorted by PID

PID: 000014 000013 000000		Project: DECK -- DECK ON BACK OF HOUSE		Location: 140 NH ROUTE 153		Proj. Date: 06/04/25	
Permit Type	Owner: DAVIS, CRAIG & CANDACE		Owner Phone:				
	Permit Number	Permit Status	Added	Approved	Expires	Fee	Est. Cost
BUILDING PERMIT	2962		06/04/25	06/04/25	06/04/26	\$ 82.00	\$ 0.00
Applicant: CANDACE DAVIS		Applicant Phone:					
Contractor: LONE WOLF CARPENTRY		Contractor Phone: 9784207059					
Summary of Permits:			Total of Estimated Costs:			\$ 0.00	

Permit Type	Count	Fees Collected	Estimated Cost
BUILDING PERMIT	5	\$ 3,587.80	\$ 0.00
ADDITION	1	\$ 1,025.00	\$ 0.00
ALTERATION	1	\$ 50.00	\$ 0.00
GARAGE	1	\$ 570.80	\$ 0.00
NEW BUILDING	1	\$ 1,860.00	\$ 0.00
DECK	1	\$ 82.00	\$ 0.00
Total	5	\$ 3,587.80	\$ 0.00

TOWN OF MIDDLETON

Permits Issued

BUILDING PERMIT Permits Issued With Approved Date Between 06/01/2025 And 06/30/2025 Sorted by PID

PID: 000005 000092 000000				Project: ALTERATION -- 378 SQ FT ROOF MOUNT PANELS				Location: 91 FOX ROAD		Proj. Date: 06/04/25	
Permit Type		Owner: STEWART, RANDALL		Permit Number		Permit Status		Owner Phone: 7204121759			
BUILDING PERMIT		2963		Applicant: RANDALL STEWART		Contractor: 603 SOLAR		Applicant Phone: 6035702607			
PID: 000008 000011 000002				Project: NEW BUILDING -- NEW MANUFACTURED HOME				Location: PINKHAM ROAD		Proj. Date: 06/17/25	
Permit Type		Owner: PIERCE FAMILY DEVELOPMENT CO,		Permit Number		Permit Status		Owner Phone: 6035832508			
BUILDING PERMIT		2965		Applicant: PIERCE FAMILY DEVELOPMENT CO LLC		Contractor: SEACOAST MODULAR HOMES INC.		Applicant Phone: 6035832508		Contractor Phone: 6035832508	
PID: 000012 000015 000009				Project: GARAGE -- 24X32 POLE BARN				Location: 84 NEW DURHAM ROAD		Proj. Date: 06/11/25	
Permit Type		Owner: GERARD, NATHAN		Permit Number		Permit Status		Owner Phone: 6035347282			
BUILDING PERMIT		2964		Applicant: NATHAN GERARD		Contractor: SELF		Applicant Phone: 6035347282			
PID: 000012 000050 000004				Project: ADDITION -- IN-LAW APT ABOVE GARARAGE 864				Location: 38 EASTMAN LANE		Proj. Date: 06/02/25	
Permit Type		Owner: DERROW, DONALD R		Permit Number		Permit Status		Owner Phone: 2076083535			
BUILDING PERMIT		2961		Applicant: STEVE OKUN		Contractor: DUBE PLUS CONSTRUCTION		Applicant Phone: 6039440326		Contractor Phone: 6039440326	

BUILDING PERMIT Permits Issued

Permits Issued Between 06/01/2025 And 06/30/2025 Sorted by PID

PID: 000014 000013 000000	Project: DECK -- DECK ON BACK OF HOUSE	Location: 140 NH ROUTE 153	Proj. Date: 06/04/25
Permit Type	Owner: DAVIS, CRAIG & CANDACE	Owner Phone:	
BUILDING PERMIT	Permit Number 2962	Added	Approved
	Applicant: CANDACE DAVIS	06/04/25	06/04/25
	Contractor: LONE WOLF CARPENTRY	06/04/26	06/04/26
		Expire	Fee
			\$ 82.00
			\$ 0.00

Summary of Permits:

Permit Type	Count	Fees Collected	Estimated Cost	Total of Estimated Costs:
BUILDING PERMIT	5	\$ 3,587.80	\$ 0.00	\$ 0.00
ADDITION	1	\$ 1,025.00	\$ 0.00	
ALTERATION	1	\$ 50.00	\$ 0.00	
GARAGE	1	\$ 570.80	\$ 0.00	
NEW BUILDING	1	\$ 1,860.00	\$ 0.00	
DECK	1	\$ 82.00	\$ 0.00	
Total	5	\$ 3,587.80	\$ 0.00	