

Minutes of the Antrim Planning Board Meeting September 16, 1993

Present: David Essex, Chairman; Judith Pratt, Edwin Rowehl, Tom Davis, ex officio; Michael Oldershaw

The Chairman opened the meeting at 7:30 P.M.

Master Plan Questionnaire: The secretary provided the Board with an estimate for the expense of mailing and printing the questionnaire. \$293.00 for making 1500 copies of the questionnaire, \$150.00 for mailing using the Town's bulk mailing permit and \$373.35 for guaranteed return mail using 50% as a basis for the calculation. The Board discussed at length the methods of encouraging the Townspeople to fill out and return the questionnaires. Judith Pratt suggested that the Board could place drop boxes throughout the Town for the purpose of receiving the completed questionnaires thus eliminating the need for the guaranteed return postage. There was also discussion of the expense of guaranteeing the return postage. After further discussion Tom Davis moved to expend an amount not to exceed eight hundred fifty dollars to print and mail the questionnaire and to guarantee return postage. Mike Oldershaw second. The vote: Ed Rowehl, yes; Judith Pratt, abstain; Tom Davis, yes; Mike Oldershaw, yes; David Essex, yes. Motion passed by a majority vote.

The Chair suggested that a follow up letter, in respect to the Master Plan, be sent to Department heads.

BOCA Code: Selectman Tom Davis brought up the subject of the Town's liability should the code be improperly enforced. He called attention to the fact that the code covers many facets of building and that enforcement of this code would take a person with engineering qualifications. Mike Oldershaw expressed the opinion that some standards are necessary. Davis suggested that the BOCA Code could be rescinded and another code could be adopted in its place. He expressed the opinion that the BOCA Code should be enforced by the State. Judith Pratt pointed out that the adoption of a Code comes under the purview of the Planning Board. Davis observed that the Selectmen were investigating the Town's liability in this matter and would like the Planning Board's input. It was suggested that Chairman Essex ask Board Attorney Silas Little for his opinion as to the Town's liability in cases involving the enforcement of the BOCA Code. Mike Oldershaw suggested that the opinion be in writing.

Correspondence:

State of NH Joint Board of Licensure and Certification
Re: Unlicensed Land Surveyors Practice - A list of licensed Land Surveyors was included for the Board's information.
Land Surveyors must hold a current License.

Goodell Company: The Chair brought the Board up to date on this matter.

Minutes September 2, 1993: Mike Oldershaw moved that the minutes be accepted as presented. Judith Pratt second. So moved unanimously.

Judith Pratt made the motion to adjourn. Ed Rowehl second. Meeting adjourned at 8:45 P.M.

Respectfully submitted,
Barbara Elia, Secretary

ANTRIM PLANNING BOARD

September 9, 1993

Sir Speedy, Concord, N.H. 225-6649

Estimate for copying the questionnaire (2 pages 8 1/2 by 11 on both sides) from Sir Speedy on Pleasant Street in Concord.

~~1500~~ 1400 copies \$214.00
Collate 34.00
Staple 3 cents each 45.00
\$293.00

This will take 24 hours to print plus 1 day to collate. They will do the work on a purchase order and will bill the Town.

Talked with the Postmaster 588-2614 in regard to mailing, number of box holders and guaranteed return postage.

Boxholders:	Post Office	460	
	RR1	530	
	RR2	<u>335</u>	
	Total	1325	@ under 12 cents each \$159.00

Guaranteed return postage is another matter.

The permit costs \$75.00 and each piece returned costs 29 cents plus a fee which could total approximately 45 cents for each one returned. You can use another way of guaranteeing return postage by adding an accounting fee of \$160.00 to the original \$75.00 fee totaling \$235.00. In this situation the returned mail will only cost 31 cents each.

Using 50% as an estimate of returned questionnaires it would cost the Board:	Permit:	\$ 75.00	\$235.00
	663 pcs Returned mail	<u>298.35</u>	<u>205.53</u>
	Total	\$373.35	\$440.53

If you place a 29 cent stamp on each piece for return postage it would cost \$384.25. (1325 x .29 = 384.25)