

MINUTES

NEW DURHAM PLANNING BOARD

SEPTEMBER 19, 2006

Chairman Bob Craycraft called the meeting to order at 7:02 PM.

Roll Call: Ron Gehl (Selectmen's Representative), Bob Craycraft (Chair), George Gale (Alternate), David Lindberg, Mike Clarke **Excused:** Cathy Orlowicz, **Unexcused:** Donald Voltz (Vice-Chair), Christopher LaPierre **Others Present:** David Allen, April Whittaker, Mark Fuller (Road Agent)

1. **Public Input:** There was none.
2. **Review of New Durham Capital Improvement Plan:** Town Administrator April Whittaker walked through the draft new Capital Improvement Plan. She explained the policy guidelines she had used in drafting it, and explained detail of some capital items. There were numerous comments and questions. Board members expressed appreciation for Ms. Whittaker's extensive research and full documentation.

The following were key policy guidelines and assumptions mentioned by Ms. Whittaker:

- A. In year 1 (2007) get all town vehicles and equipment on a regular replacement schedule;
 - B. Include on schedule all endangered infrastructure;
 - C. Include on schedule all items identified by Department Heads as future needs;
 - D. Reduce the length of the replacement schedule for trucks and heavy equipment where that will decrease maintenance costs and increase trade-in value;
 - E. Front load the CIP plan to the extent necessary to get vehicles and equipment on a regular replacement schedule;
 - F. Assume 1.5% annual inflation in cost of capital items;
 - G. Assume 1.5% increase in equalized town tax base;
 - H. Establish a CIP subcommittee of the Planning Board with the responsibility to review and update the plan annually before the budget cycle begins;
3. **Review of New Durham Proposed Driveway Regulations:** April Whittaker and Mark Fuller, Road Agent, walked through the draft driveway regulations and answered questions. The Planning Board expressed support for the need for driveway regulations, and suggested a few edits and adjustments. Ms. Whittaker and Mr. Fuller will revise the draft and return it to the Board for public hearing and final action.

4. **Continued Acceptance and Public Hearing regarding a proposed site-plan for a Community Center to be submitted by Chris Berry of Berry Surveying & Engineering on behalf of applicant Jayne Morell for property located at 5 Main Street (Map 9, Lot 83).** Mr. Berry requested this item be continued to the October 3 Planning Board meeting.

David Lindberg moved to continue the Community Center site plan application to the October 3 meeting. Mike Clarke seconded. Unanimous with no abstentions.

Chair Bob Craycraft announced a 5 minute recess. There was discussion about the date of the last revision to the Rules of Procedure. Mr. Allen's draft referred to xxx, 1987. David Lindberg said he was confident there was a more recent revision.

Mike Clarke moved to replace the existing Planning Board Rules of Procedure as adopted on xx/1987 and Revised on x/x/1987 with the proposed Planning Board Rules of Procedure as submitted to the Planning Board on September 19, 2006. David Lindberg seconded. Unanimous with no abstentions.

5. **New Durham Planning Board Rules of Procedure Public Hearing:** Land Use Assistant David Allen suggested to the Board that their proposed revision was so extensive that it should be offered as a replacement for the existing Rules of Procedure rather than as a series of amendments.
6. **Review of New Durham Subdivision Regulation Amendments.** No action.
7. **New/Old Business:** Mike Clarke asked that the September 5 record of attendance be corrected to show that his absence was excused because of vacation.

Bob Craycraft reported that the Strafford Regional Planning Council has a small amount of money to help towns incorporate the most recent recommendations from the Coastal Resource Land Conservation program into the ordinances and regulations. He believes New Durham is in a good position to access some of those funds, and he will pursue the possibility.

Sandy Krystal from NHDES will be available to meet with town officials to update them on DES regulations protecting water and land. She will meet with the Board sometime the week of October

25th.

3. **Approval of Minutes of August 1, August 15, and September 5:** Mike Clarke moved acceptance of the minutes of August 1, 2006. David Lindberg seconded. Unanimous with Ron Gehl abstaining because he was not present at the meeting. Chair Craycraft said he would continue consideration of the remaining minutes to September 26 so members would have time to review them.
4. **Adjourn:** David Lindberg moved to adjourn at 10:28 PM. Ron Gehl seconded. Unanimous.

Respectfully submitted,

David Allen, Recording Secretary

