

Draft Minutes

New Durham Planning Board

October 18, 2011

Vice-Chair Scott Drummey called the meeting to order at 7:05 PM.

Roll Call: Bob Craycraft (Chair) (arrived 7:08 pm), Dot Veisel, David Bickford (Selectman's Representative), Scott Drummey (Vice-Chair), Craig Groom (Alternate)

Excused Absence: Paul Raslavicus

Others Present:

Public Input: Vice-Chair Scott Drummey asked if there was any public input. There was none.

Natural Resource Inventory: Scott Drummey distributed copies of the complete Natural Resource Inventory to Board members. FB Environmental provided the town with 1 hard copy as well as the electronic copy. Mr. Drummey and his wife, Karen, volunteered several hours of their time, and the use of their personal laser color copier and binding machine to make the copies. Board members thanked Scott and Karen for their contribution.

Rules of Procedure: Bob Craycraft arrived and assumed the chair. He asked Craig Groom to sit as a board member in the absence of Paul Raslavicus. David Allen provided copies of the Planning Board Rules of Procedure with brief edits that make the Town's website an option as a location for posting of public notices to meet state law regarding notice. Another edit adds conditional use permits to the list of permits requiring public notice.

Chair Craycraft opened the issue for public comment at 7:15 pm. He also suggested adding a reference to the Innovative Land Use RSA as a source of authority for the Rules of Procedure. Board members agreed that this was a clarifying change and not substantive so it would not require further public hearing. There were no public comments and Mr. Craycraft closed the public hearing at 7:27 PM.

Scott Drummey moved to amend the Planning Board Rules of Procedure as written and with the addition of the RSA reference. Dot Veisel seconded. Approved unanimously.

Transfer Goals: David Allen presented a draft of goals he would like to see completed before he retires in two or three years. He stated that all of these items would make it easier for a new person to move into the job. They fall into several categories including organizing and accessing information, clarifying and simplifying information for applicants, speeding up the application process, etc. Bob Craycraft noted that Arthur Capello had informed him that Wakefield has a 3 tier application process that puts applications on different tracks according to their complexity. He said the important task would be ensuring that the right “triggers” are in place for an application going to the Planning Board. The Board discussed other items on Mr. Allen’s proposal.

Budget: Mr. Allen shared comments from the Board of Selectmen’s review of the Budget. Board members were quite insistent on the need for contract services funding, and for purchasing the Community Viz software. They had some questions about what services could be expected from the Strafford Regional Planning Commission during the next year. They asked Mr. Allen to get more specific information from the Commission.

Stormwater Management: The Board reviewed the edits they had made to the Stormwater Regulations and Ordinance at earlier meetings. They felt that some of the changes were substantive enough that it would be wise to hold a second public hearing before voting on the changes.

New/Old Business: Dot Veisel announced that the Parks and Recreation Commission was reminding the town that next July will be the 250th anniversary of the issuance of a charter for the Town of New Durham. The Commission is planning a major celebration and is asking each board and commission in town to participate in some way that spreads the word about the work they do in the community.

Minutes: Scott Drummey moved to accept the minutes of September 20, 2011 as amended. Dot Veisel seconded. Approved Unanimously.

Scott Drummey moved to accept the minutes of October 4 as amended. Dot Veisel seconded. Craig Groom abstained as he was not present. Approved 4-0.

Scott Drummey moved to adjourn at 10:01 pm. David Bickford seconded. Approved unanimously.

Respectfully submitted, David Allen, Land Use Administrative Assistant
Minutes approved 11/1/2011