

**MINUTES
NEW DURHAM PLANNING BOARD
18 MARCH 2014**

Chair Craycraft called the meeting to order at 7:09 pm.

Roll Call: Bob Craycraft (Chair), Scott Drummey (Vice-Chair), Paul Raslavicus, David Swenson (Selectmen's Representative), Recording Secretary Amy Smith.

Excused: Dot Veisel, Terry Chabot (Alternate), Craig Groom (Alternate).

Others Present: Videographer Jim Ladd, David Bickford.

Site Plan Review Regulations Edit

Board members continued to review the draft regulations. Mr. Raslavicus asked Ms. Smith to check if the State RSA's cited in the draft regulations are the correct RSA numbers. Several more changes both substantive and non-substantive were made to the draft regulations including the addition of a definition for 'Application Receipt Date' and 'Application Acceptance Date'. Board members asked Ms. Smith to find the State's definition for 'Camp'.

Vice-Chair Drummey passed out a sample of the formatting and font style of the draft document that he had prepared. Board members agreed they liked the formatting and font style of Vice-Chair Drummey's sample document. Ms. Smith noted if the Board still wished to hold the public hearing on the Site Plan Review regulations 15 April 2014 she would need to have the revised document no later than 28 March 2014. Ms. Smith noted she needs to post the public hearing notice and put the hearing notice in the newspaper and once posted she would need to have the document available for public inspection. Vice-Chair Drummey stated he would let Ms. Smith know by the 28th if he will have the document formatted.

Review of Minutes

Board members reviewed the minutes of 4 March 2014. Chair Craycraft noted on page 2, under 'Contracted Services', 6th line down, changing the word 'would' to 'could'. **Vice-Chair Drummey made a motion to approve the minutes of 4 March 2014 as amended. Mr. Raslavicus seconded the motion. The motion was approved with 3 affirmative votes (Craycraft, Drummey, Raslavicus) and 1 abstention (Swenson).**

Board members reviewed the non-public minutes of 4 March 2014. **Vice-Chair Drummey made a motion to approve the non-public minutes of 4 March 2014 as printed. Mr. Raslavicus seconded the motion. The motion was approved with 3 affirmative votes (Craycraft, Drummey, Raslavicus) and 1 abstention (Swenson).**

Contracted Services

Chair Craycraft noted that Town Meeting was postponed until tomorrow, 19 March 2014, due to inclement weather on 12 March 2014 and suggested adding 'Contracted Services' to the next Planning Board agenda.

Re-Appointment of Alternate Member Craig Groom

Mr. Raslavicus made a motion the Planning Board re-appoint Craig Groom as an Alternate member for an additional 3 year term. Vice-Chair Drummey seconded the motion. The motion was unanimously approved. A brief discussion regarding the 'vetting policy' followed. It was noted that neither the State RSA governing the Planning Board's appointment of its Alternate members or the Planning Board's Rules of Procedure require vetting. Board members agreed to look into revising the Rules of Procedure in the future to cover the 'vetting policy'. Board members signed Mr. Groom's appointment form.

Kodiak Woods

Board members reviewed the draft 'Revocation of Recorded Approval' public hearing notice for the Kodiak Woods subdivision prepared by Ms. Smith. Mr. Swenson suggested adding a sentence in the notice stating the applicant had submitted a request to extend the November 15 2013 deadline and then withdrew his extension request. Board members agreed. Board members asked Ms. Smith to forward the draft notice to the Town Attorney for his review after the addition has been made.

ATC/SBA Towers Bond Question – Map 260 Lot 23-1

Ms. Smith stated the Finance Officer received a renewal bond in the amount of \$37,500 for the removal of a cell tower on Ridge Road. Ms. Smith stated the Finance Officer asked her to question the Board whether \$37,500 is still an acceptable amount to remove the tower if necessary. Ms. Smith stated she found a letter dated 27 February 2001 from a representative of ATC/SBA Towers to the Planning Board which acknowledges the \$37,500 figure. Ms. Smith questioned if the amount can be altered even if it is not an appropriate amount if that is what was agreed upon in 2001. Board members agreed this was an issue for the Code Enforcement Officer and/or the Board of Selectmen and asked Ms. Smith to pass the question on to them.

Election of Officers

Chair Craycraft reminded Board members a Chair, Vice-Chair, and Secretary will need to be elected at the 1 April 2014 meeting.

Zoning Ordinance Amendments

Ms. Smith passed out a new title page, and revision pages of the sections of the Zoning Ordinance which were affected by the two Zoning Ordinance amendments that were passed by official ballot at the 11 March 2014 Town Election. Ms. Smith also passed out a 'Certification' page for Board members to sign. Ms. Smith stated she will give the documents to the Town Clerk on 20 March 2014 and ask her to sign as well.

Training Workshops

Chair Craycraft informed Board members that the State Office of Energy and Planning will be holding their Spring Conferences in Whitefield, NH on 3 May 2014 if anyone is interested in attending.

At 9:55 pm Mr. Swenson made a motion to adjourn. Vice-Chair Drummey seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Amy Smith
Recording Secretary