

**MINUTES
NEW DURHAM PLANNING BOARD
1 DECEMBER 2015**

Chair Drummey called the meeting to order at 7:15 pm.

Roll Call: Scott Drummey (Chair), Bob Craycraft (Vice Chair), Dot Veisel, Terry Chabot, Greg Anthes (Selectmen's Representative), Amy Smith Recording Secretary.

Others Present: Videographers Brian Nelson and Sasha Steadman, Matt Sullivan of Strafford Regional Planning Commission (SRPC), Dave Bickford, David Swenson, Terry Jarvis, Janis Anthes.

Public Input: There was no public input.

Map Update

Matt Sullivan of SRPC stepped forward. Mr. Sullivan stated he updated the maps per the discussion that took place with the Board on 17 November 2015. Mr. Sullivan had a single large map set which he hung on an easel for Board members to refer to. Mr. Sullivan noted he added the district boundary information to all maps. Mr. Sullivan also noted he added the missing data for the northwest corner of the Town on the "Steep Slopes Protection Overlay District" map. Mr. Sullivan stated that particular area is at a 30 meter x 30 meter slope grid while the rest of the Town is at a 10 meter x 10 meter slope grid. Mr. Sullivan explained this was due to time constraints and noted he could 'smooth out' the edges for a better overall look of the map. Board members agreed this was fine as applicants need to provide site specific information on any prospective projects. Mr. Bickford suggested notating the source of the information and the difference in scale on the map. Mr. Sullivan noted he corrected the error Vice Chair Craycraft pointed out on the "Shorefront Conservation Overlay District" map and eliminated the wetlands from the map. Mr. Sullivan reviewed other minor changes he made. Mr. Sullivan noted he did have an amended contract for Chair Drummey to sign as a result of the soils map issue discussed at the 17 November 2015 meeting. The contract was reduced to \$3,795 from \$3,960. Mr. Sullivan stated he will send digital copies of the maps for Board members to review prior to printing the hard copies. Mr. Sullivan asked Board members to advise him of any errors/typos they find prior to the end of the year.

CIP

CIP Chair Terry Jarvis stepped forward to continue the review of the CIP document begun on 17 November 2015. Ms. Jarvis suggested the CIP Committee start earlier in the year so the CIP document is completed by July. Board members reviewed the CIP document. Various typos were noted. Mr. Bickford noted on page 8, the paragraph prior to the heading 'Gravel Fund', 45 miles of paved roads is incorrect and should actually be 43 miles. Mr. Bickford stated he would show Ms. Smith where this information can be found on the Department of Transportation's website.

Mr. Bickford suggested showing the Town tax rate on Table 3 and not the combined tax rate as the CIP document is specific to the Town. Ms. Jarvis noted she simply used the same format as

was used in previous CIP documents and added 2014 information. Ms. Chabot stated she would like to see both the Town only tax rate and the total combined tax rate. Board members agreed and asked Ms. Smith to add a "Town Rate Only" line to the table. Board members also asked Ms. Smith to make a notation on the document defining what the combined tax rate consists of.

There was some discussion regarding the accuracy of the trending tables. Chair Drummey suggested the Board of Selectmen give the CIP Committee more support staff instead of relying just on volunteers. Board members noted the tables are just numerical values and do not include any formulas. Chair Drummey suggested having the actual formulas in next year's document.

Ms. Chabot made a motion the Planning Board approve the CIP 2016-2025 document as will be amended. Vice Chair Craycraft seconded the motion.

Mr. Anthes made a motion to add a notation to the front page of the document stating 'some of the trending tables may be in error'. The motion died for lack of a second.

Board members agreed to add a notation on Page 4, under the 'Introduction' paragraph, stating "The Planning Board noted that some of the trending tables may be in error."

Ms. Smith will make the changes to the document and have the amended document ready for the Board to sign at the 15 December 2015 meeting.

The motion was unanimously approved.

Review of Minutes

Board members reviewed the minutes of 17 November 2015. Ms. Veisel noted on page 2, under the 'Land Use Administrative Assistant Position' paragraph, 5th line from the bottom, adding the word "according" between the words "goes" and "to".

Vice Chair Craycraft made a motion to approve the minutes of 17 November 2015 as amended. Mr. Anthes seconded the motion. The motion was unanimously approved.

Review of Mail

There was no mail.

At 8:58 pm Vice Chair Craycraft made a motion to adjourn. Mr. Anthes seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Amy Smith
Recording Secretary