

**MINUTES  
NEW DURHAM PLANNING BOARD  
17 NOVEMBER 2015**

Chair Drummey called the meeting to order at 7:02 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), David Bickford.

**Public Input:** There was no public input.

**Map Update**

Matt Sullivan from SRPC stepped forward and passed out copies of the updated maps he prepared in conjunction with the contract between the New Durham Planning Board and SRPC. Mr. Sullivan noted he has brought 8 of the 9 updated maps with him for review. Mr. Sullivan noted the 9<sup>th</sup> map is a 'Complete Development Constraint Map'. Board members reviewed the maps and Mr. Sullivan informed the Board of the issues he has encountered. The biggest issue occurred with Map 8 "Minimum Lot Size by Soil Type". Mr. Sullivan noted the Town's Zoning Ordinance lists 30 different types of soils, however, there are actually 60 types within the Town. Discussion followed regarding the solution to the issue. Mr. Sullivan stated he will look into it further. Board members also asked Mr. Sullivan to look into why the Chalk Pond and Birch Hill Camp wells are not found on the "Aquifer Protection Overlay District" map. Vice Chair Craycraft noted on the "Conservation Overlay District" map it appears some wetlands may have been included as part of the protection area. Mr. Sullivan stated he would remove any wetlands from the map. Mr. Sullivan noted he will be adding the Zoning Ordinance information and definitions to the map set and adjusting the color for more of a contrast on some of the maps. Board members agreed to have Mr. Sullivan come back before the Board on 1 December 2015 at 7 pm.

**Review of Minutes**

Board members reviewed the minutes of 20 October 2015.

**Ms. Veisel made a motion to approve the minutes of 20 October 2015 as printed. Mr. Anthes seconded the motion. The motion was approved with four affirmative votes (Anthes, Chabot, Drummey, Veisel) and one abstention (Craycraft).**

**Review of Mail**

Board members reviewed the mail including a Wetlands Permit application for a driveway project on Penny Lane (Tax Map 240 Lot 37). Vice Chair Craycraft noted the lot in question is a woodlot and the narrative for the project refers to 'buildable portion' of the lot. Vice Chair Craycraft noted at this point the lot is considered 'unbuildable' under the Zoning Ordinance as it

is a woodlot. Board members asked Ms. Smith to send a letter to the State DES informing them of the situation with a copy to the Code Enforcement Officer and Road Agent.

**Land Use Administrative Assistant Position**

Board members briefly discussed Ms. Smith's departure from Land Use to work for the Police Department. Ms. Smith stated she would continue to assist the Land Use Department until her replacement is hired. Ms. Smith continued to state it is her understanding that the Board of Selectmen approved a revised job description for the Land Use position and the vacancy notice would be advertised in the newspaper this week. Ms. Smith also stated if all goes according to plan the new person should be starting around the beginning of February 2016. Chair Drummey suggested since the new position will be interacting more with the Town Hall staff, the Town Clerk should sit on the interview panel. Mr. Bickford suggested Chair Drummey speak with the Town Administrator and the Town Clerk about his suggestion.

**CIP**

Chair Drummey stated he received a call Friday (13 November 2015) afternoon regarding placing 'CIP' on the agenda for tonight's meeting. Ms. Smith stated the agenda had already been posted on 12 November 2015 but did not see a problem with discussing CIP under "new/other business". Board members reviewed the CIP document. Ms. Smith stated she received the document and accompanying tables via e-mail from CIP Chair Terry Jarvis this afternoon. Ms. Smith stated the e-mail from Ms. Jarvis indicated tables 4 and 11 were missing. Chair Drummey suggested since the document was not complete and they all just received it, Board members should review it at home for discussion at the next meeting. Board members felt this was a good idea. Board members did discuss some portions of the document including the Satellite Fire Station section, Library section and Highway section. Chair Drummey asked Ms. Smith to put CIP on the agenda for the 1 December 2015 meeting.

**At 8:55 pm Vice Chair Craycraft made a motion to adjourn. Ms. Chabot seconded the motion. The motion was unanimously approved.**

Respectfully submitted,

Amy Smith  
Recording Secretary