

**MINUTES
NEW DURHAM PLANNING BOARD
15 SEPTEMBER 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, Amy Smith Recording Secretary.

Excused: Greg Anthes

Others Present: Videographer Corky Mork, Videographer Brian Nelson, David Bickford.

Public Input: Mr. Bickford stated legislation is due Friday and asked the Board if they had any proposals. Chair Drummey stated the Board did not have anything prepared. Chair Drummey suggested for next year, the Board keep a running list of any proposed legislation and review it in July. Mr. Bickford asked the Board their thoughts on eliminating the Selectmen's Representative position on the Planning Board. Board members did not think this was a good idea as they felt the Selectmen's Representative is a liaison between the Board of Selectmen and the Planning Board. Mr. Bickford stated by eliminating that position, there is an opening for another elected Planning Board member. Chair Drummey stated people interested in serving on the Planning Board can always be alternate members. Ms. Veisel questioned why the Board of Selectmen does not have alternate members. Mr. Bickford stated he is not sure.

New Hampshire Planning and Land Use Regulation Books

Ms. Smith noted previously the books were included in the cost of the Strafford Regional Planning Commission's (SRPC) dues but the Town is no longer part of SRPC. Ms. Smith stated the books are available through the State of New Hampshire Office of Energy and Planning and the cost is \$6.00 per book and \$11.00 for the book/CD combination. Board members agreed to order one book/CD combination for the Land Use Office and seven books for members.

2016 Budget

Board members reviewed their year to date expenditures for 2015 and discussed their proposed budget for 2016. Board members agreed to keep 'Telephone' at \$550, 'Registry Costs' at \$410, 'Advertising' at \$1200, 'Training' at \$500, 'Postage' at \$200, and 'Mileage' at \$150. 'Books/ Subscriptions' was increased to \$150, 'Printing' was decreased to \$50, 'Dues & Fees' was increased to \$1. Board members discussed the 'Contracted Services' line. The Board agreed to decrease the line to \$1500 but would discuss it further at their next meeting.

Ms. Smith read the budget figures:

Contracted Services - \$1500
Telephone \$550
Registry Costs - \$410
Printing - \$50
Advertising - \$1200

Dues & Fees - \$1
Training - \$500
Postage - \$200
Books & Subscriptions - \$150
Mileage - \$150

Chair Drummey made a motion the Planning Board approve the draft 2016 budget figures, as read by Ms. Smith on 15 September 2015, subject to revision. Ms. Veisel seconded the motion. The motion was unanimously approved.

Board members asked Ms. Smith to check with the Finance Officer to see if the three salary lines, the 'software license' line, and the 'workshops/meetings' line could be removed.

Review of Minutes

Board members reviewed the minutes of 18 August 2015.

Vice Chair Craycraft made a motion to approve the minutes of 18 August 2015 as printed. Ms. Veisel seconded the motion. The motion was unanimously approved.

Review of Mail

Board members reviewed the mail. Board members reviewed a letter from the State Department of Transportation (DOT) regarding public hearings on the Governor's Advisory Commission On Intermodal Transportation (GACIT) 10 year plan. Board members discussed a turning lane on State Route 11 from Johnson's Restaurant to the Farmington Town line.

Ms. Veisel made a motion to authorize Chair Drummey to represent the New Durham Planning Board at the GACIT meeting and suggest a turning lane on State Route 11 from Johnson's Restaurant to the Farmington Town line. Vice Chair Craycraft seconded the motion. The motion was unanimously approved.

The meeting will be held on 26 October 2015 at 11:30 am in Wakefield.

McKay Excavation Permit Renewal

Ms. Smith passed out the legal opinion from Atty. Richardson regarding what form Mr. McKay's reclamation bond should be in. Ms. Smith noted the applicant has paid all application fees as discussed at the 18 August 2015 meeting. Board members reviewed Atty. Richardson's opinion that cash is better but a self calling letter of credit is acceptable. Board members were unclear on exactly how a self calling letter of credit worked and asked Ms. Smith to contact Atty. Richardson for an explanation. Board members felt that since the Attorney felt the self calling letter of credit is acceptable they would agree that Mr. McKay could use that to bring the total amount of the reclamation bond to \$13,000. The current \$8,500 (plus interest) would remain in cash form. Board members asked Ms. Smith to contact Atty. Richardson and ask him to provide an example of a self calling letter of credit and also contact Mr. McKay to let him know of the Board's decision. Ms. Smith noted the Board will need to grant Mr. McKay another extension to his permit as the current extension expires on 18 September 2015.

Ms. Veisel made a motion to extend the excavation permit for Charles McKay for property located on Pine Point Road, tax map 102 lots 5 & 6 until 18 October 2015. Vice Chair Craycraft seconded the motion. The motion was unanimously approved.

SRPC Map Update

Board members reviewed the Mapping Contract agreement with Strafford Regional Planning Commission (SRPC) for map updates. Board members felt the contract should specify the size of the printed maps should be display/presentation size or larger.

Chair Drummey made a motion to accept the contract entitled “Mapping Services Agreement” with Strafford Regional Planning Commission contingent upon an amendment specifying all printed maps will be display/presentation size or larger. Ms. Veisel seconded the motion. The motion was unanimously approved.

Board members questioned why the contract was in the name of the interim Town Administrator and not the Planning Board Chair. Ms. Smith stated she is not sure. Ms. Smith stated on the afternoon of 31 August 2015 there was still no contract and when she came in on 1 September 2015 the contract was drafted and had the interim Town Administrator’s name, Carter Terenzini, on it. Ms. Smith stated Mr. Terenzini asked her the history of the mapping project and where the other two estimates were (on 1 September 2015). Ms. Smith stated she told Mr. Terenzini she did not have any other estimates. The Board next discussed whether Land Use Boards needed to adhere to the Board of Selectmen’s purchasing policy or if they are governed by RSA 673:16. Board members felt they are governed by the State statute and not the policy. Mr. Bickford stated he did not believe the Board of Selectmen would have a problem waiving the two estimates in this particular case. Chair Drummey stated that may be true for this particular item but the Board should have a definitive answer as to whether or not they are subject to the Selectmen’s purchasing policy. Board members asked Ms. Smith to contact Atty. Richardson for his opinion. Board members also felt the contract for the maps should be between the Planning Board and SRPC and the TA should not be involved.

Ms. Chabot made a motion the contract with Strafford Regional Planning Commission for “Mapping Services” should be changed to reflect Scott Drummey, Planning Board Chair as the authorized signer. Vice Chair Craycraft seconded the motion. The motion was unanimously approved.

Coheco vs. Cochecho

Ms. Smith passed out an article entitled “Coheco or Cochecho? Agency weighs renaming river”, which appeared on fosters.com 4 September 2015. The article states the US Board of Geographic Names is considering whether the river should remain with its current name “Coheco” or be changed back to its original name “Cochecho”. The article stated Strafford County and municipalities along the river were asked to weigh in. Chair Drummey asked Ms. Smith if New Durham was contacted. Ms. Smith stated the Planning Board was not but she is not sure whether the TA or Board of Selectmen were notified. Mr. Bickford stated he does not remember seeing anything on this.

Chair Drummey made a motion the New Durham Planning Board recognize Cochecho as the correct and proper name of the river. Vice Chair Craycraft seconded the motion. The motion was unanimously approved.

Board members asked Ms. Smith to notify the US Board of Geographic names of the Planning Board's decision. Chair Drummey also asked Ms. Smith to check with the TA to see if he received a notification regarding the name of the river.

At 9:06 pm Vice Chair Craycraft made a motion to adjourn. Ms. Veisel seconded the motion. The motion was unanimously approved.

Respectfully submitted,

Amy Smith
Recording Secretary