

**CANDIA PLANNING BOARD
MINUTES of August 21, 2013
PUBLIC HEARING
APPROVED**

Present: Sean James, Chair; Ginny Clifford, Vice Chair; Judi Lindsey; Amanda Soares, Alt BOS Rep to the Planning Board, Kenneth Kustra

Absent: Kim Byrd, Fred Kelley, BOS Rep, Mark Siemonsma

Chair James called the meeting to order at 7:00pm immediately followed by the Pledge of Allegiance.

SNHPC Representative

Chair James received a letter of interest for re-appointment from Bill Stergios who is the current SNHPC representative. Al Hall made a motion to recommend the reappointment to the Board of Selectmen, Judi Lindsey seconded the motion. All in favor. Amanda Soares to address the nomination to the BOS at the August 26, 2013 meeting.

Planning Board Minutes July 17, 2013

Chair James decided to table approving the minutes until the next scheduled meeting. All present were in agreement.

2014 Planning Board Budget

Chair James quickly went over his preparation of the planning budget for the approaching budget season. He reminded the members that money if left in the budget still for Law Lectures and conferences for the remainder of the year.

Other Business:

Name Tags

Chair James mentioned that he would like to get nametags for the board members so applicants know whom they are addressing when they come in. The money would come out of the special projects line. Amanda Soares stated she would talk to Admin Andria Hansen about getting something appropriate from the company they use for the Selectmen nameplates.

Master Plan Funding

The possibility for updating the Master Plan was brought up by Chair James. He brought up two options, placing the amount in the budget or asking for the amount in a warrant article. If a warrant article is created, the Board will attempt to advertise and educate better before voting in March. Chair James was more apt to keeping the warrant article approach rather than placing a new line item in the budget, but asked the members for a general consensus for attempting to get the Master Plan updated. Ginny Clifford wanted to place the money in the budget hoping the Selectmen supported the project and the money. She feels the update is important enough and if in the regular budget, the Select Board could always move money around to make sure it go done.

Chair James thought the Planning board should have put the line in the budget last year and was concerned how it would look to the public. Amanda Soares explained the possibility of the Select Board trying to reduce the amount of warrant articles on the ballot this year by moving items specifically for departments into their budget lines. If the warrant article fails, no money is allocated. If placed in the budget and the budget passed then the money can be used at any time in the year. Al Hall stated that if the money is placed in the budget then the responsibility falls on the Selectmen to expend the bottom line however they want whereas a warrant article you do not have that option. Judi Lindsey reminded all that updating only occurs every 5-10 years so this would not be in the budget every year.

Chair James explained the original approach was going to be a two-step process and the amount of cost would not be too high. Amanda Soares explained that adding a line item to the budget was not a problem. A one-dollar amount could remain in the line item when nothing would be needed in the years in between updates but the line would always be there to add the money in when the need arises. The board will also see what direction and comments happen during the budgeting process about the money for the update on September 14, 2013. As a result of all the discussion, Chair James will place the money for the update in the proposed budget and see what happens during the budget meetings. If taken out of the budget the Planning board has time to compose a warrant article for the ballot. Chair James asked Ginny Clifford if she would contact the company from last year and make sure they are still willing to complete the update with the estimate provided.

Upcoming Meetings

September 18, 2013, the board has a public hearing on tree trimmings on Critchett Road. Sharon had made draft of combined land development packet with a table of contents that will be distributed before the September 18th meeting. It will be discussed at the Zoning Review meeting right after the Planning board meeting.

Al Hall made a motion to cancel the September 4, 2013 meeting due to lack of applications. Judi Lindsey seconded the motion. All were in favor.

Motion to adjourn at 7:20pm by Al Hall. Judi Lindsey seconded the motion. All were in favor.

Minutes Respectfully Submitted By,
Amanda Soares