

Nottingham Planning Board
March 25, 2015

Accepted: 4-8-2015

Members Present: Dirk Grotenhuis, SRPC Rep; Eduard Viel, Vice-Chairman; John Morin, CIP Rep; Susan Mooney, Secretary; Charlene Andersen; Gary Anderson; Mark Carpenter, Temporary ex-officio member; Robert “Buzz” Davies, Alternate; Teresa Bascom, Alternate

Members Absent:

Others Present: Paul Colby, Code Administrator; JoAnna Arendarczyk, Land Use Clerk

Alternates participating but not voting: Mr. Davies, Mrs. Bascom

Call to Order at: 7:00pm

- Introduction of Board members
- Mr. Viel publically thanked Mr. Arthur Stockus, former Chairman of the Planning Board, for the service and professionalism he gave to the Town for several years.
- Mr. Viel congratulated Ms. Mooney and Mr. Anderson on their election

Appoint Alternate

The Board agreed to appoint Teresa Bascom as an alternate prior to other business, to allow her time to be sworn in before the Town Clerk’s office closed.

Motion made by: Mrs. Mooney to accept Mrs. Bascom’s application to be an alternate of the Planning Board for a term of three years.

Seconded by: Mr. Grotenhuis

Vote: 7-0-0 **Motion Passed-** Mrs. Bascom stepped out to be sworn in.

Election of Officers

- Before starting the election of officers, Mr. Viel took a moment to remind the Board of things that Mr. Stockus did as Chairman, which helped the Board be prepared for the meetings. For example; he met with staff prior to the meetings and helped set the agenda. He also followed-up after the meetings to be sure all was captured in the approvals.
- Mr. Viel also added that in the case of absences in the Planning Board Office that the Board members should step up to be sure all is properly reviewed. All of this helps the Board effectively serve the Town as well as the applicants.

-Chairman

Motion made by: Mrs. Mooney to nominate Mr. Grotenhuis for Chairman

Seconded: Ms. Andersen

Discussion: Mr. Morin asked if Mr. Grotenhuis if, due to his schedule, will he be able to be at most meetings, as he was often unable to attend meetings in 2014.

-Mr. Grotenhuis responded that he will work at reducing his current commitments with other Boards/Committees to ensure he can fulfil the role of Chairman for this Board.

Vote: 6-0-1 **Motion Passed-** Chairman Grotenhuis ran the meeting from this point.

-Vice-Chairman

Motion made by: Mrs. Mooney to nominate Mr. Viel for Vice-Chairman

Seconded by: Ms. Andersen

Vote: 6-0-1 **Motion Passed**

-Secretary

Motion made by: Mr. Anderson to nominate Mrs. Mooney for Secretary

Seconded by: Ms. Andersen

Vote: 5-0-2 **Motion Passed**

By-Laws Review

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A few grammatical changes were made to the copy of the By-Laws and the signature sheet needs March 25, 2015 added to it.

Motion made by: Mr. Viel to accept the Planning Board By-Laws and Rules of Procedure as amended.

Seconded by: Mr. Anderson

Vote: 7-0-0 **Motion Passed**

Subcommittee Update

Mr. Colby updated on the Board on the Subdivision Regulation Update Subcommittee's membership needs. Mr. Stockus was originally a Planning Board member on the Subcommittee. Mr. Viel received feedback from Mr. Stockus who stated that although he is no longer a Planning Board member, he would remain on the Subcommittee provided the Board appointed him to do so.

Motion Made by: Mr. Viel to appoint Mr. Stockus as citizen member for the Subdivision Regulation Update Subcommittee's

Seconded by: Mrs. Mooney

Vote: 7-0-0 **Motion Passed**

Mr. Colby has worked on the updates and the Subcommittee members work together to make the edits. Drafts of the updates will be reviewed by the Board in sections. The committee plans to complete the update by summer. - Mrs. Mooney volunteered to fill the vacant Board member position

SRPC Representative

Mr. Chairman informed the Board of the SRPC meetings and the make-up of the system.

- Mr. Anderson volunteered to fill the SRPC Representative position.

CIP Representative

Mr. Morin volunteered to continue as CIP Representative.

Board of Selectman Update

Selectman Carpenter informed the Board that on April 6th, the next Board of Selectman meeting, the Board will appoint an ex-officio member for the Planning Board position.

Staff/ Board Members Update

- Mr. Chairman informed the Board about an informational meeting for The Mills Scenic Byway- encompassing Newmarket, Durham, Madbury, and Rollinsford.
Location: Madbury Town Hall **Date:** April 14, 2015 **Time:** 5:30-7:00pm
- A Conceptual for a 30 lot Subdivision is scheduled for April 8th
- Mr. Friend-Gray will be meeting April 7th with ZBA for a Variance
- Bill before senate regarding Accessory Dwelling Units
- Sign White's Woods Plans

Minutes: February 11, 2015

Motion made by: Mr. Viel to accept the minutes as amended

Seconded by: Mrs. Mooney

Vote: 4-0-3 **Motion Passed**

Adjournment

Motion made by: Mrs. Mooney

Seconded by: Mr. Viel

Vote: 7-0-0 **Motion Passed**

Adjourned at: 7:40PM

Respectfully submitted,

JoAnna Arendarczyk, Land Use Clerk