

**TOWN OF TUFTONBORO
PLANNING BOARD
November 15, 2017
MINUTES**

Members Present: John Cameron, Chairman, Matt Young, Vice-Chairman, Bill Marcussen, Selectmen's Representative, Jack Parsons, Kate Nesbit, Sue Wingate, Members,

Members Absent: Russ Steensma, Member, Laureen Hadley, Alternate.

Staff Present: Lee Ann Hendrickson, Administrative Secretary.

Chairman Cameron opened the meeting at 7:02 PM.

**I. Consideration of Minutes
October 19, 2017**

It was moved by Kate Nesbit and seconded by Sue Wingate to approve the October 19, 2017 Tuftonboro Planning Board minutes as submitted. All members voted in favor. The motion passed.

II. Discussion Items

a. LRPC Master Plan Amended Contract

The Board reviewed LRPC's amended contract that reflects a revised scope of work and cost associated with such (\$5,347). Staff noted a balance of \$4,136.72 in the Master Plan account line and an appropriation in the amount of \$1,500 for 2018.

It was moved by Matt Young and seconded by Kate Nesbit to recommend and forward the LRPC Master Plan Amended Contract to the BOS for approval. All members voted in favor. The motion passed.

b. Planning Board Rules of Procedure, Mission Statement and Policy Statement

The Board tabled such.

c. Public Comment

The Board discussed public comment during a meeting and agreed to include a ten minute public comment period at the beginning and the end of the Planning Board agenda.

III. Informational Items

2018 Planning Board Schedule

Staff stated such would be distributed at the next meeting and posted on the website.

III. Other Business

Steve Hunter; Amendment of NHDOT Driveway Permit

Jack Parsons stated Steve Hunter filed a new driveway permit with NHDOT. He stated he has conducted site visits; noting there are no issues related to the construction of the project. He stated two buildings have been constructed.

Budget Committee Review of 2018 Planning Board Budget

Jack Parsons stated he would attend the Budget Committee meeting and present the Planning Board budget; noting the BOS reviewed and approved the budget.

Planning Board Membership

Staff informed the Board that Tony Triolo has requested appointment to the Planning Board; noting Sue Wingate will step down as a member and request appointment as an alternate. She stated both appointments will be considered by the BOS on 11/20/17.

Planning Board Meeting Cancellation

The Board agreed to cancel the 12/7/17 meeting.

It was moved by Sue Wingate and seconded by Kate Nesbit to adjourn the November 15, 2017 Tuftonboro Planning Board meeting. All members voted in favor.

There being no further business before the Board, the meeting adjourned at 7:30 PM.

Respectfully Submitted,

Lee Ann Hendrickson

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