

**Town of Landaff
Planning Board Meeting Minutes
December 8, 2014**

Present: Patrick Webb, Chairman, Brenda Dodge, Harry McGovern, Deb Erb and Heather Westover, Secretary.

Absent: Shirley Peterson- alternate, Valerie Kimber Roy (Ex Officio), Nancy Cooper

Call to Order / Roll Call: Planning Board Chairman Pat Webb called the December 8, 2014 meeting of the Planning Board to order at 7:08pm. Attendance is as stated above.

PUBLIC SESSION:

The November 10, 2014 minutes were approved as noted; a motion was made by Harry McGovern and 2nd by Brenda Dodge. Passed 4 to 0.

In the November meeting, Chairman Webb also mentioned the Planning/Zoning budget for 2015. The Board has questions surrounding the map fees amount listed in the Town Report, therefore Webb will follow up with the Selectmen's Assistant for clarification and actions required. The Selectmen confirmed the funds will remain in the Planning/Zoning line adjustment for the Town Reports.

Chairman Webb noted that the Planning board will need to submit a request for a warrant article by 2/5/15 with an effective time line. Improvements to be added to the Master plan once approved. Notes are added here for reference. "To be effective, a CIP cannot simply be prepared, put on the shelf and forgotten. It must be an ongoing project. The best CIPs are reviewed and amended on a regular basis (every 1-3 years) and kept up to date. Priorities, needs and opportunities will change over time, and the CIP needs to change as well. The original authority by the legislative body is sufficient for the planning board or committee to continue work past the first year, although additional appropriations may be required in subsequent years to fund the review and amendment process. Each time the CIP is amended, it should be filed with NH OEP and shared once again with the mayor or selectmen and budget committee.

A great CIP is worth the time and effort that go into it. It is a versatile planning tool that can help municipalities make better choices and plan for future needs in a way the community can afford. C. Christine Fillmore is a municipal attorney and former Staff Attorney with the New Hampshire Municipal Association (www.nhmunicipal.org)"

Next planning board meeting is scheduled for Monday, January 12, 2015 at 7:00pm.

There being no further comments by either board members and no guests from the public were in attendance therefore, a motion was made by Brenda Dodge 2nd by Deb Erb adjourn the meeting at 7:29pm. All were in favor. The Motion Passed 4 to 0.

Respectfully submitted,
Heather Westover
Planning Board Secretary

PENDING APPROVAL BY THE PLANNING BOARD ON 1/12/15.