

Draft Minutes

Town of Strafford Development Review Board March 23, 2016 7 P.M.

Call to order: Terry opened the meeting at 7:01 P.M.

Member Attendance: Terry Garrison, Martha Walke, Dan Ruml, Liz Clarke

Other Attendees: N/A

Approval of minutes: Martha moved/ Terry seconded, Minutes from Feb. 17, 2016 approved.

Report of Zoning Administrator: N/A

New business:

1. Election of DRB Officers for 2016
Terry Garrison agreed to continue serving as Chairman, Steve Campbell to continue as Vice Chair, and Bonnie Bergeron to continue as the Secretary.
2. Establish meeting dates for 2016
Martha moved, Terry seconded to schedule the DRB meeting the third Wednesday of the month, beginning April, 2016.
3. Status of Melville Dickenson request for survey extension
Terry sent a letter to approve Melville Dickenson's request to extend the date for filing the survey an additional 120 days.
4. Discussion of Steve Campbell's draft of the Strafford Zoning Administrator position description.
Preliminary discussion of the draft ZA position description included the scope of the position focusing on what is reasonable to ask of the ZA in the consideration of time and resources; and to what extent the Town is willing to enforce regulations and conditions of approval. The Board agreed to continue discussion at the next meeting when Steve Campbell is present.

Old business:

Adjournment:

Martha moved/Dan seconded, Terry adjourned the meeting at 7:40 P.M. The next meeting of the Strafford DRB is scheduled for 7 P.M. Wednesday, April 20, 2016 at the Town Office.

Respectfully Submitted

Elizabeth Clarke, Clerk
Town of Strafford DRB