

# Woodstock Planning Board Meeting 09.12.2016

Minutes are subject to approval at the next regularly scheduled meeting

Meeting called to order: 6:37 PM by Bonnie Ham (Chair)

APPROVED

## Roll Call attendance by Chair: Present (\*):

Regular Members: Bonnie Ham, Chair\*, Gil Rand (Selectman Representative), Scott Rice (Vice-Chair), Pat Griffin\*, Paul Carolan\*, Jeff Ingalls, Linda Hartman\*. Alternate: Mike Donahue

Public: None.

## Minutes of August 8, 2016:

Linda made a motion and Pat seconded to accept the minutes as written. All members present voted to accept the minutes as written.

## Communications:

Letter from Scott Rice was received resigning from his position as Vice-Chair due to the demands of his schedule. He will continue to be a member of the Planning Board. Paul motioned and Pat seconded to accept the resignation of Scott Rice with regrets. All members present voted in favor.

Walter Devine responded via e-mail to the notice of Site Visitations.

Bonnie reviewed the notice of NH Sustainable Forestry Initiative meeting to be held Sept. 23.

## Report of officers and committees:

No report from Selectmen.

Paul Carolan on behalf of the Conservation Commission reported receiving a copy of a complaint DES received concerning work on Rt. 112. He will be attending the Annual Convention of Conservation Commissions in Pembroke. The Conservation Commission now has another member, Sally Waterhouse, and they are planning to hold a meeting.

## Unfinished Business:

The Training Session with Steve Tower hopefully can be scheduled for the November meeting.

## New Business:

Pat motioned and Paul seconded to approve Jeff Ingalls as Vice Chair. All members present voted in favor. Jeff Ingalls is the new Vice Chair.

## Other Business:

It was decided that Board members should take the Check List for requirements for Excavation permits home and compare the requirements with the new Excavation Regulation.

There has been some concern about copies of the minutes being in circulation prior to actually being approved. Bonnie checked on the legal requirements for the posting of minutes. The minutes need to be available within 5 business days of the meeting. Paul motioned and Linda seconded that a draft copy of the minutes be available at the Town Office within 5 business days following the meeting and that once approved minutes will be posted. All members present voted in favor.

During the Site Visitation, Mike Donahue reported that he did not receive notification. Letters were sent out via regular mail and in addition Walter Devine was e-mailed. Some discussion was held regarding the use of e-mail to notify owners/agents of site visitations. The Excavation Regulation will be checked regarding notification method.

## Calendar of Events:

Approval of the Rules of Procedure will be continued until more members can be present.

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**Next regular meeting date: 10.17.16 at 6:30 p.m.**

**Meeting adjourned at 7:15 pm.**

Respectfully submitted,  
Judy Boyle, Secretary