

LPB minutes.

Thurs April 14th 2016 at Rail Road Station, Lisbon
Meeting opened at 6 pm by Chair Rosalind Page

Rosalind Page
Sandra B.
[Signature]

Present: Bob Adams " RA"
Sandra Butson " SB"
Steve Morrison " SM"
Rosalind Page " RP"

Absent:
Stephen Knox " SK"

Quorum present : yes

1. **Minutes:** March 10th minutes approved, Motion SM/SB all in favor.
2. **New alternate acknowledged:** Mary Lou Forsyth has been sworn in by the Town clerk and is now an official alternate, Board welcomed her " onboard".
3. **Review of special permit application by Robert and Kristine Brooks:**
Board reviewed plans and application form. RA requested dimensions be added to the plan before next month. Board voted to send application to North Country Council as well as Town of Lyman. SM/RA all in favor.
Board voted to accept application as complete. RA/SM all in favor. Public hearing to be scheduled for May 12th mtg at 6 pm.
4. **Subdivision regulations review with Tara Bamford from North Country Council " TB" and Town Administrator Dan Merhalski " DM":** TB reviewed her annotated draft dated 04-10-16, bringing the regulations into compliance with current State standards and correcting various sections. Board was generally in agreement. Asked TB to make minor revisions and resubmit for final review at May meeting with a public hearing in June.
5. **Audio recording retention policy:** DM pointed out that the administrative secretary to the selectboard should be in attendance at the Planning Board hearings, so an audio recording policy may not be needed. If it is, he suggested that once the minutes are approved then the recording can be erased as the written approved minutes are the official document. DM will confirm that the admin secretary will be at the meetings next month.
6. **Board Terms on website:** Board agreed to have the terms of the commissioners posted on the website. RP will advise the town clerk.
7. **Master Plan schedule:** DM presented the proposed timetable for the Master Plan Update (doc dated Tuesday Nov 17th 2015) and requested a motion by the Board to authorize him to proceed.
Motion made by SB/ SM. All in favor.
8. **Review Correspondence:** Board reviewed recent building permits provided by Stan the building Inspector.
9. **Selectboard representative:** Board requested DM to check with Selectboard as Stephen Knox has been unable to attend the Planning meetings recently.

10. **Next Meeting date:** May 12th, 2016 at 6 pm.
11. **Motion to adjourn:** SM/SB at 7:30 pm.

Respectfully submitted

Rosalind Page