

Town of Greenville, New Hampshire
Planning Board
Minutes
Thursday, June 21, 2018

The Greenville Planning Board met on **Thursday, June 21, 2018 at 7:00 pm** in the Town Hall, 46 Main Street, Greenville, NH 03048.

Members in attendance were Chairman Ed White; BOS Ex-Officio Scott Tenney & Member Miles Horsley.

CALLED TO ORDER:

Chairman White called the meeting to order at 7:10 pm. S. Tenney announced that Deb would not be present as she is out of town, however, the minutes will be recorded and transcribed.

PUBLIC COMMENTS:

No public present.

BUSINESS:

Minutes:

S. Tenney motioned to approve the minutes of May 10, 2018 as amended and the minutes of May 24, 2018 as written, Chairman White 2nd. *VOTE: All in favor. Motion passed unanimously.*

Budget:

Chairman White stated that the Planning Board currently does not have a work computer for their office use. He stated that currently office work is being performed on our Administrative Assistant's personal computer. He stated that this needs to be rectified and told members that he will be making a proposal to the Selectmen to purchase a laptop computer. He also stated that he will be soliciting the Selectmen's help in obtaining an area for office work space (i.e. desk, etc.) within the Town Hall.

S. Tenney recommended that the Selectmen approve a laptop model that is comparable to what he currently uses as Building Official and to utilize the Selectmen's office for office space as this would provide access to the postage meter. S. Tenney suggested that the Planning Board use funds from the salary line as well as consulting fees to fund the laptop. He stated that he could present this request to the Selectmen in his role as the BOS Ex-Officio.

Chairman White stated that he is also planning on speaking with the Selectmen about the purchase of filing cabinets. He said all our file cabinets are presently full. Members agreed that there is a need for these purchases.

Subdivision Checklist:

No discussion. The Board will discuss this at their July 12, 2018 meeting.

Planning Board Policies & Procedures:

Chairman White stated that the Planning Board reviewed their Policies & Procedures a few years ago and sent them to Town Counsel for his review and comments. He stated that the review was completed with edits/additions made by Town Counsel, however, the Planning Board never enacted the document. S. Tenney stated that his recollection was that the Planning Board's former Chairman didn't see the need to enact them.

The Planning Board reviewed the tracked changes and provided their feedback. Chairman White recommended that the Board incorporate the changes made to the Subdivision and Site Plan application process. S. Tenney will email the checklists to the Board for their next meeting.

ADJOURNMENT:

Hearing no other business, Member Tenney motioned to adjourn at 8:20 pm, M. Horsley 2nd. *VOTE: All in favor. Motion passed unanimously.*

NEXT PLANNING BOARD MEETING: Thursday, July 12, 2018 at 7:00 pm.

Respectfully Submitted,
Debra A. Butcher

APPROVED BY:
Greenville Planning Board



Edward White, Chairman

Michael Sadowki, Member - ABSENT



Scott Tenney, BOS Ex-Officio



Miles Horsley, Member