

## **JACKSON PLANNING BOARD**

### **MINUTES –December 14, 2017 – REGULAR MEETING**

#### **- UNOFFICIAL UNTIL APPROVED**

**Call to Order:** Bill Terry, Chair, called the meeting to order at 7:05 pm. Attending were Members Scott Badger, Dick Bennett, Betsey Harding, Sarah Kimball, Chris McAleer, and Bill Terry; Kathleen Dougherty had informed the Board that she would be unable to attend. All would be voting. Also attending were Tom Wilson, whom Betsey introduced as one considering joining the Board, and Hank Benesh, who was making an audio-visual recording of the meeting.

**Minutes of November 9:** Scott moved approval of the minutes as distributed, and Chris seconded the motion; they were unanimously approved.

**Matters not on the Agenda for the evening:** none.

**New forms for Planning Board:** Betsey stated that the Planning Board Handbook no longer refers to Planning Board Bylaws; instead, the Rules of Procedure, at Appendix C of the Handbook, seem to be what is used to guide Planning Board meeting and public hearing functioning. Copies of a proposed Rules of Procedure and a new Conflict of Interest statement were distributed for members' review. Betsey apologized that the distributed copy of the Rules were not the intended ones, and agreed to send out the corrected ones. At the January meeting, the Board can review and revise both documents.

Betsey mentioned that several years had passed since the Board's last Capital Improvement Plan was completed; we asked Dick if it would be valuable for the Board to develop a new CIP, and he agreed that it would be useful. We agreed that Board members would gather information from particular departments, and agreed that plans for revising the CIP could be set up at the January meeting.

#### **Old Business:**

**MTAG (Municipal Technical Assistance Grant):** Scott stated that we are working with Town Attorney Peter Malia to ensure that wording necessary for a warrant article about accepting the MTAG, and for any Town funding necessary for the match, will be as required. Some people have expressed an interest in private funding to ensure that a steering committee can be formed early in January to work with the selected consultant to explain and advocate for the MTAG program.

Betsey moved to adjourn, and Chris seconded the motion; all favored, so the meeting was adjourned at 7:30 pm.

Respectfully submitted by Betsey Harding

(Note: an audio-visual record of the meeting may be found on [Jacksonflicks.com](http://Jacksonflicks.com))