

# Dalton Planning Board

## Minutes of September 2, 2015

**Present:** Bill Howe, Erik Nilsen, Carl Lindquist, Nancy McVetty, Ann Craxton, and Terri Parks.

Meeting called to order at 7:05 PM.

Planning Board members reviewed the minutes of July 8, 2015. Nancy McVetty motioned and Erik Nilsen 2nd the motion to pass the minutes as written and all agreed.

It was noted that the scheduled August 5<sup>th</sup> meeting, while having Planning Board members arrive, was cancelled. There being no requests or arrivals to appear before the Planning Board, and finding keys to enter the building were not available, members chose to cancel the meeting.

There being no further old business, and no requests to appear before the Planning Board, the Board went into review and discussion on various procedures with the Subdivision Application format.

The Subdivision Fees form within the Subdivision Application needs to be updated to reflect the changes in mailing costs and new requirements set at the Coos County Registry of Deeds. The secretary will insure the updated form is included in the online application.

Meeting adjourned at 7:45 PM

The next regular scheduled meeting is Wednesday, October 7, 2015 at 7:00 PM.