

**Westmoreland Planning Board**  
**March 11, 2014**  
**Approved minutes**

❖ **Call to Order, Seating Members**

Present: Lauren Bressett, Dawn Lincoln, June Hammond, Jim Starkey, Steve Houle,  
Bruce Smith   Excused:  
Lauren Bressett called the meeting to order at 6:30 pm

❖ **Review of Minutes:** February 11, 2014

Bruce Smith made a motion to accept the minutes as read, Steve Houle second, all voted in favor to accept the minutes as read.

❖ **New Business**

1. Board members were informed that Lauren Bressett and Dawn Lincoln terms need to be renewed, which they both stated they would do another term and also that an alternate is still needed for the board. Bruce Smith stated he would check with the master plan group to see if anyone would be interested.

2. Alison Fissette asked the board members when preparing the minutes if she could use first names of people speaking instead of full names after she states their full name when introduced and/or when a motion is made. Discussion ensued, Jim Starkey stated he feels it looks more professional with having full names and would like to keep it that way. Board members reviewed how the other boards prepare their minutes and concluded there is not a set pattern amongst the boards.

June Hammond made a motion to use full names when preparing minutes, Jim Starkey second, motion passed . Dawn Lincoln voted no.

3. Board members discussed items that need to be addressed with current ordinances and will be working on definitions in Sections 301.7 – 413 board members were advised to review and will begin working on at the next scheduled meeting.

❖ **Old Business**

**Iron Clad**

1. Alison Fissette stated she has not heard from Iron Clad in reference to updating the site plan for lot U1 lot 5a. Board members agreed to address the situation at their next scheduled meeting if Iron Clad does not contact Alison Fissette prior to then.

2. Steve Houle brought a copy of the letter that was mailed to residents in regards to the proposed sign ordinances and stated he was frustrated with the comments. Board members discussed the letter and the process and felt the public was informed by the minutes and public hearings and felt there were ample times for the public to voice their opinions or concerns.

❖ **Select Board Update**

❖ **Letters**

Dawn Lincoln made a motion to adjourn, June Hammond second, motion passed.

Meeting adjourned at 7:05 pm

Respectfully submitted  
Alison Fissette  
Planning Board Clerk