



**GUIDELINES FOR SIGNS continued:**

Ms. Gordon asked about the process for accepting the guidelines and Mr. Dingman explained that the Commission will continue to look at the remaining guidelines and, once the Commission is satisfied, they will be brought to a public hearing. He added that he will do examples of type faces. Ms. Heaney asked what is meant by graphic device (under Miscellaneous). Mr. Dingman gave examples such as sign, lighting, specific logos as with Dunkin' Donuts, etc.

The Commission was okay with the Guidelines for Signs with the amendments made tonight.

**LAW UPDATE:**

Mr. Dingman explained that Town Attorney, Bernie Waugh, will be giving a law update on February 23, 2011 at 7:00 p.m. and he advised all to attend.

**LAND USE OFFICER CHANGES:**

Mr. Dingman asked the Town Administrator what is to happen now that the Land Use Officer has left. Mr. Capone answered that he will be the person to talk to for now. He is reviewing the job description and get the Land Use Boards' input before they put the part-time position out there. Mr. Dingman explained that the HDC had changed things so that small things came under the Land Use Officer's purview so as to eliminate those hearings and make things more cost effective for the applicant. For instance, the Land Use Officer could approve temporary signage while an applicant applied to the Commission for permanent signs.

**COMMUNICATIONS:**

There was an ad for Google Apps.

**HISTORIC BUILDING INVENTORY:**

Mr. Dingman explained that the fellow who is working on this hasn't had any time available recently. He is doing this for free.

**TOWN DIRECTIONAL SIGN:**

Mr. Milbrand stated that he has spoken with Selectman Joe Denning and this will be included with the Downtown Revitalization project. Mr. Milbrand continued by saying that the State is dragging on the grant and we shall not see any construction money until October. Mr. Capone added that the Engineering and Design will be done this year. We are hoping to accomplish the revitalization TE Grant, a bond for the Water/Sewer pipe replacement, and the State drainage issues and have 5 years to complete this. Mr. Capone pointed out the conceptual design that we have and now are to follow the complicated State process to hire a firm to do the engineered design. There will be time for Board input, he added.

**SELECTMAN'S REPORT:**

Mr. Milbrand and Mr. Shackett are running unopposed for Selectmen, Mr. Milbrand announced. He continued by saying that the Budget Committee hearing was very quiet. Ms. Gordon, who is a Budget Committee member, added that very few townspeople attended. She feels that this was a result of no major conflicts. Only two people spoke, she added. Mr. Capone thought that there may have been 10 people besides town employees. Mr. Dingman thought that the Capital Improvements Plan (CIP) was presented earlier and therefore was better received this year.

**NEXT MEETING:**

As the next scheduled meeting falls on voting day, the Commission determined to meet March 22, 2011 instead.

As Ms. Gordon and Mr. Dingman's terms will be up at March Town Meeting, they were asked if they are interested in staying on the Commission. Both said that they were. The secretary will see that the Town Clerk and the Selectmen are notified of this when she has checked with all 3 Land Use Boards.

With no other business before the Commission, D. Gordon made a motion, second by S. Heaney, to adjourn at 7:40 p.m.

Respectfully submitted,  
Jan Laferriere, recording secretary