

PLANNING BOARD MINUTES  
WORKING SESSION  
June 7, 2016

**Call The Meeting to Order**

Vice Chairman Robert Fowler called the meeting to order at 7:15 P.M. in the Town Hall Lower Level Conference Room. Present at the meeting were Nancy Reed, Vincent Fratalia, Keith Anderson, Director of Community Development Steve Sadwick and Recording Secretary Dawn Cathcart. Also present was Judy Barrett, Master Plan Consultant. Chairman Stephen Johnson was not present.

**(A) Draft Master Plan Review**

Ms. Barrett stated that the draft Master Plan has been given to the Board for review. The Master Plan was partially compiled by NMCOG and then they got involved. The biggest issues identified were the goals and implementation sections. A public meeting was held and they reviewed the previous Master Plan. They did several drafts of these sections. Ms. Barrett stated that they received a lot of comments from Mrs. Reed and they have addressed as many as possible.

Ms. Barrett stated that the Planning Board has a role in the Master Plan and must hold a public hearing and adopt the Master Plan. Mr. Sadwick stated that if the Board is ok with the draft tonight, they can schedule a public hearing for the Planning Board meeting on June 20, 2016 even though Ms. Barrett is not available or they can schedule a special hearing for June 27, 2016.

Mrs. Reed thanked Ms. Barrett for the hard work. Mrs. Reed asked if historic preservation is going to be addressed. The old Master Plan referenced a historic district initiative. Mrs. Reed stated that they could move #4 Design Standards to zoning and add a Historic Preservation section. Ms. Barrett stated that a Community Wide Preservation Plan (CWPP) should be done first. This would focus on the priorities for preservation including areas and inventory.

Mr. Sadwick asked if it would be appropriate to add to the study a goal for historic preservation. Ms. Barrett stated that CWPP would protect the assets.

**MOTION** - Mrs. Reed made a motion to add a goal to the draft Master Plan to have the Historic Commission research this plan and move ahead with an Historic District initiative. The motion was seconded by Mr. Anderson and unanimously voted 4-0.

Mr. Anderson stated that regarding #6, he would like a goal to keep signs lower to the ground and more appealing. Ms. Barrett stated that the goal would be to have design standards for street scape.

Mr. Fratalia stated that #9, the Green Committee was disbanded. Mr. Sadwick stated that there is an administrative group made up of two citizens, the Conservation Administrator and representative of the School Department. They are preparing for the next grant cycle. The goal of this group is to promote economic development.

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Mrs. Reed stated that on page 124, in the Zoning section, there is a reference to a SVD-55. This has been removed from the Zoning Bylaw. Ms. Barrett stated that the Master Plan is a snap shot in a point of time. Mrs. Reed stated that a note should be added to the zoning section referencing the date the zoning information was taken. Ms. Barrett stated that she can add the note and delete the reference to the SVD-55 zone.

**MOTION** - Mrs. Reed made a motion to delete the MFD in a SVD-55 reference in the zoning section and add a note with the date of the listed zoning. The motion was seconded by Mr. Fratalia and unanimously voted 4-0.

Mr. Fratalia asked why the population date is from 2010. Ms. Barrett stated that was the date of the last census. The next census will be in 2020.

Mr. Fowler stated that he believes the public hearing can be scheduled for June 20, 2016 with the changes approved tonight.

Ms. Barrett asked if the Board could get her pictures of the Town to incorporate into the Master Plan.

**Adjournment**

**MOTION** - Mr. Fratalia made a motion to adjourn the meeting at 7:55 PM. The motion was seconded by Mrs. Reed and unanimously voted 4-0.

*Approved on: 7/11/16*

*No new information provided.*