



OLD VALUES - NEW HORIZONS

COMMUNITY DEVELOPMENT

3 North Lowell Rd, Windham, New Hampshire 03087
(603) 432-3806 / Fax (603) 432-7362
www.WindhamNewHampshire.com

Approved Planning Board Minutes Wednesday, June 10, 2015 7:00pm @ Community Development Department

Board

Members:

Alan Carpenter	Chairman	Excused	Joel Desilets	Selectman	Present
Paul Gosselin	Vice Chair	Present	Gabe Toubia	Alternate	Present seated for Ms. Crisler
Kristi St. Laurent	Member	Arrived 7:11	Matt Rounds	Alternate	Arrived 7:10pm seated for Mr. Carpenter
Ruth Ellen Post	Member	Present	Kathleen Difruscia	Alternate	Excused
Margaret Crisler	Member	Excused			
Dan Guttman	Member	Present	David Oliver	Alternate	Excused

Staff:

Elizabeth Wood, AICP, Community Planner
Suzanne Whiteford, Minute Taker

Ms. Wood Reviewed the history of PB work on Regional Perspectives Chapter of the Master Plan

Board Review and amendment of Master Plan Phase I Regional Perspective Chapter:

Page 12, Groundwater Quality & Quantity

Mr. Guttman concerned about resident's lack of knowledge concerning ground contamination.

Chair Gosselin and Ms. Wood believe Mr. Guttman's concerns may be too specific for this chapter.

Ms. Post is disappointed with data regarding traffic

Chair Gosselin and Ms. St. Laurent reviewed the existing limitations regarding traffic data collection. The chapter reflects reporting on the available data. Anecdotally, the traffic is not worse over the past 15 years.

Mr. Guttman asked why the roundabout plan is not referenced

Ms. Wood explained the Board's review and decision to

Chair Gosselin explained that the PB does not have confidence in the validity of the traffic data available

Ms. Post suggested we could ask the police for accident data

Ms. Wood explained the Chiefs reviewed the section at issue

Chair Gosselin recalled there are too many variables in the data collection to use it with confidence that is why a disclaimer was placed in the chapter regarding the chapter. Using the data with a disclaimer is better than not reporting any data at all.

Ms. St. Laurent explained the PB decided to use the existing data with a disclaimer so that it can be available for use for future master plans

Ms. Post finds the data not meaningful as it is data from surrounding towns and not Windham

Ms. St. Laurent suggested to adopt Ms. Post language and amend the statement on page 10 from

May not be statistically significant implies there cannot be a conclusion

Ms. Post liked language

Page 10, first line, amend statement: “it is important to note that the data may not statistically accurate” to”May not accurately reflect traffic at the borders or conditions in windham”

Page 11, first paragraph, add a period (.) after 2008

Page 11, second paragraph, add “N. Lowell road and 11” after”backups at the...”

Page 12, change “public” to “community” throughout the page

Page 12, second paragraph, third line, remove the word “their”

Page 12, third paragraph, 4th line, place a period (.) after “wastewater”. Add: “These systems present multiple point sources for contamination as they age, are subject to damage or improper maintenance” since there is not town sewer service.

Page 12, third paragraph, replace the last line with: “The geological make up of shallow top soil and bedrock is susceptible to act as a poor filtration from surface contaminants which can impact our ground and surface waters.”

Page 12, between paragraph 1 and 2, insert heading: Regional Water Concerns in Surrounding Towns” Below the heading add “Windham”

Page 12, end of third paragraph, change heading from Derry’s Groundwater Quantity and Quality to just “Derry”

Page 13, change all headings to just the town name and remove “Groundwater Quantity and Quality” from behind each town.

Motion by Ms. Post to move the Regional Perspectives chapter of the Master Plan Phase I as amended to public hearing on July 29

Second Mr. Guttman

Vote 6-0-0, motion carries

Board Review and amendment of Master Plan Phase I Regional Perspective Chapter:

Ms. Wood reviewed the history of revisions and workshop dates, for minute reference, when the chapter was discussed. Bolded areas within the chapter are in place to bring the PB's attention to an area that needs attention or to indicate a recent change was made. There is a piece of data missing (is currently being worked on by staff) page 46, Table 2.

Mr. Guttman will place the existing data into an excel spread sheet to provide an easier view and the existing calculations of the data are incorrect.

Page 40, second paragraph, last line, under heading "Previous Land Use Goals & Objectives"

Remove semicolon (;) after the word "today" and add "such as the following examples:"

Page 44, 4th line from the bottom of the page, remove the word "for"

Page 44, 3rd line from the bottom, remove beginning of the sentence: "In either case"
Begin the sentence with "The number of site plans submitted after 2011 does not match the pace of commercial....." "10 plans a year were not uncommon."

Page 44, "Commercial and Industrial Development" Ms. Wood will rewrite the language utilizing data in a way to be able to compare 10 year periods.

Page 43, add "Great" before the word recession and end the sentence at Recession.
Remove "which occurred between 2007 and 2010."

Page 42, last bullet under "Land Use Trends" change "improve cell phone service" to "improved cell phone service"

Page 42, Residential Growth, second paragraph, first line: "Beginning in 2005 through 2013" add numbers from 2014 to Table 1: Residential Building Permits Issued, 1994 through 2013 if data is available.

Page 56, Table 3 will be reviewed and corrected by Mr. Rounds

Mr. Guttman will Translate Table 2 into an excel sheet without checking the data

Ms. St. Laurent will validate the data for Table 2 and Mr. Guttman will do the calculations of the data for Table 2

**Motion by Mr. Guttman to move the amended Land Use Chapter to Public hearing upon the updated charts and the updated sections as previously defined to the July 29 public hearing
Second Mr. Rounds**

Vote 6-0-0, Motion carries

Minutes review:

Draft minutes April 29, 2015 postponed

Draft minutes May 6, 2015. Motion by Mr. Guttman to approve the minutes as submitted, Second by Ms. St. Laurent, Vote 3-0-3, Mr. Toubia, Mr. Rounds, Ms. Post abstained. Reconsideration, Vote 4-0-2, Mr. Toubia and Ms. Post abstained, motion carries.

Draft minutes May 9, 2015. Motion by Mr. Guttman to approve minutes as submitted, Second Ms. Post, Vote 5-0-1, Mr. Toubia abstained. Motion carries.

Draft minutes May 9, 2015 site walk. Motion by Mr. Guttman to approve minutes as submitted, Second Mr. Rounds, Vote 5-0-1, Mr. Toubia abstained. Motion carries

Draft minutes May 13, 2015. Motion by Ms. Post to approve minutes as submitted, Second Mr. Rounds, Vote 6-0-0, motion carries

Draft minutes May 20, 2015. Minutes reviewed and amended. Postponed for review with amendments when scheduled for next meeting.

Memo dated June 5, 2015 from Ms. Post to Laura Scott. Recap by Ms. Post regarding events leading up the authoring of this email.

Board Discussion on the email:

Board is in agreement with Ms. Post's comments/suggestions regarding timely submissions and how to deal with last minutes submissions presented to the Board in "real time" at the meeting.

Mr. Guttman: Mr. Keach's review is advisory

Ms. St. Laurent: The applicant addressing Keach's reviews assists the Board with focusing on outstanding items.

Ms. Post suggest Mr. Keach's memo be in a format that has a check box available for the applicant

Mr. Rounds: the applicant's job is to address the consultants review

Mr. Toubia: applicants unwilling to make changes based on keach's review should be required to submit in writing; an explanation for ignoring consultant's suggestions

Mr. Gosselin: validity to how the PB should operate moving forward. If staff receive the plans with changes made as suggested by Mr. Keach it will

The Board will verify suggestion by Mr. Keach have been executed by the applicant. An applicant that has not addressed Mr. Keach's review will be required to speak to each review suggestion not considered by the applicant.

Motion by Mr. Guttman to adjourn

Second Mr. Toubia

Vote 6-0-0, adjourned 10:30pm

Minutes submitted by Suzanne Whiteford