



Master Plan Process Committee Meeting Minutes

A subcommittee of the Windham Planning Board

Friday, March 17, 2023 @ 10:00 AM

Community Development Meeting Room
3 North Lowell Road, Windham, New Hampshire 03087

Present: Roger Hohenberger, Board of Selectmen; Matt Rounds, Planning Board; Shannon Ulery, School Board; Chris Sullivan, Assistant Director / Planner; Alexander Mello, Director; and Jennifer Simmons, Board of Selectmen. Board of Selectmen-elect, Mark Samsel.

1) Call to Order

Mr. Rounds called the meeting to order at 10:08 am.

2) Review and Approval of the Minutes of:

- March 10, 2023
- March 17, 2023 (if available)
 - Mr. Hohenberger made a motion to approve, as presented, the minutes for March 10 and March 17. Ms. Simmons seconded the motion. It was voted unanimously 5-0 to approve.

3) Review and Discuss Compiled Draft

- The Committee reviewed the compiled draft.
- Mark Samsel suggested using consistency with using a period (or not) on bulleted lists.
- The Committee identified graphics that were blurry and need to be addressed.
- Roadway map to read Samples of Roadways Map. Suggested adding a link to the GIS in the appendix.
- Mr. Samsel, page 32, from a visual standpoint, the highest should be on top. Page 33, there are sentences that have questions, recommend those be re-worded to use "for example" or "explore". Page 34, inquired if the land development challenges in order of priority.
- Ms. Ulery identified a typo "one or more" on page 34.
- Mr. Hohenberger, suggested adding the hyperlink to the NH Granit source for the Conservation Map and other maps that need a full screen.
- Mr. Samsel, p. 41, goals and objectives, explain why police and fire expansions are needed, due to anticipated growth.
- Ms. Simmons, suggested adding School Administration to municipal complex consolidation.
- Mr. Samsel, consider resequencing the bullets under Education goals and objectives. Move to bottom.
- Ms. Ulery will provide an update to the NESDEC school projection figures for the appendix, which showed another increase of 40 school aged children.



45 **4) Identify the next steps**

46 Ms. Ulery made a motion to send the draft master plan, as revised, to the Planning Board for their
47 April 5, 2023 meeting for the Planning Board to consider scheduling a public hearing. Mr.
48 Hohenberger seconded the motion. It was voted unanimously 5-0. Motion passed.

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51 **5) Adjournment**

52 Ms. Simmons made a motion to adjourn. Ms. Ulery seconded the motion. It was voted unanimously 5-0
53 to adjourn at 11:09 pm.

APPROVED