

PLANNING BOARD PUBLIC MEETING**TOWN OF LITCHFIELD****Held on MAY 17, 2016**

Minutes approved on 6/21/2016

The Litchfield Planning Board held a meeting in the Town Hall conference room 2 Liberty Way, Litchfield, NH 03052 on Tuesday, May 17, at 7:00 p.m.

MEMBERS PRESENT: Tom Young (Chair), Steve Perry, (Selectmen's Rep.), Matthew Shoemaker (Vice-Chairman), Russell Blanchette, Paul Charland, Alternate, Kim Queenan, Dave Samuel, Tyler Perrin, Alternate

ABSENT: Michael Croteau (Clerk),

ALSO PRESENT: Jen Czysz, (Assistant Director NRPC), Kevin Lynch, Building Inspector

CALL TO ORDER

Mr. Young called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance.

Master Plan Update

The Board has been working on the executive summary, goals section and land use chapter. The land use chapter is pretty wrapped up. The thought was to complete the updates and bundle them going into the hearing process to do the hearings on the update all together. The next chapters would be transportation, possibly community design, population and housing which Jen would update the data for pop. & housing and get to that chapter later.

Jen posed questions to the board to see the direction to go with the next chapters.

Jen: Does the Board think the outreach that was done in 2012 and '13 gives you adequate input to update the chapter? All the input received is available on the web site.

Russ B. felt it was a good start but doesn't think enough input for decision process.

Steve P. and Russ discussed what they want to get out of the chapter also need to address the transportation needs of an aging population.

Tom Y.: I would like to see us get involved with the on call bus like Nashua and Manchester have.

Jen: Another function of the transportation chapter is to help your road agent out and understanding the needs in your community. Other towns have asked the question what intersections in town terrify you? Are there intersections where you can't see or intersections that have a large que.

NRPC has Transportation Viewer on their web site that gives for available traffic counts. State routes are done more often. Jen explained how the web site works to figure out where congestion is occurring.

The Board would like to know truck volume on town roads.

Kevin Lynch said transportation is also the condition of the roads. What about the circumferential hwy.?

Jen: there is an area on web site for long range projects. In June there are workshops to update the long range transportation projects. The circumferential has been broken apart into pieces and demoted to 2040 as informational only because the cost of new infrastructure is prohibitive and has had road blocks along the way. The state has been sitting on this land for quite a while. There is demand from Hudson and Nashua for a build of circumferential and a bridge.

Jen has transportation questions for the Board:

- What are the town's biggest transportation strengths or assets?
- What are the issues, challenges, threats or weaknesses?
- What are the biggest transportation opportunities?

Jen: What are the good points in town for transportation?

Russ B.: Albuquerque Ave eases the travel north/south on Charles Bancroft Hwy. (3A)

Steve P.: 3A has no intersections that make you stop going through town.

Jen: I did post varied examples of transportation surveys that NRPC had access to.

You do get more people to respond to a survey than show up at a meeting if you feel you need more input. It isn't a scientific example but it gives you input. You can also talk to everyone you know in town and ask for input. You can also network with organizations and groups in town to get the word about a survey out. There is also the reader board at town hall and the town web page and facebook page.

Steve Perry thought you would get better response by sending the survey to employees and volunteers in town.

Jen mentioned Wilton had posted 2-3 questions per chapter for their master plan update via a survey that they left open for responses.

Community Design

Jen: After you have seen a few examples do you wish to create a community design chapter?

Russ B.: I don't feel the need I don't think we need to micromanage to that level. We already have zoning and site plan.

Matt S.: I want an agricultural town what are you going to base that on. Russ and Matt discussed community design. What would the goals be of community design. Matt felt it would create more of a complete picture of development what are the targets for the community to preserve an agricultural community.

K. Lynch: We are missing a town center. Does Litchfield want to have a center?

Discussion continued on whether or not to have a community design section of the Master Plan. Matt S. is in favor and would like a poll of members.

Dave S. would be behind the idea.

Russ B. We would need criteria for it.

Russ B. I don't think it is necessary. The existing framework of the master plan and the current regulations contain enough guidelines.

Steve P. If you can get info. From as many people as possible

Tom Y. Doesn't think they go far enough, guidelines are separate from regulations.

Matt S. Jen made a point several meetings back that having descriptive guidelines can bring in development you like.

Tom Y. I would like to invite in developers that have land to see what their thoughts are.

It was mentioned the Litchfieldnh.gov site has access to former survey comments formerly done by the planning board.

Jen: An educational point about how the master plan interacts with the community. The master plan is an overall guideline and is advisory.

The zoning and land use are intended to implement. The last update of the master plan was 2002 there have been subsequent changes to zoning and site plan regulations.

The June 4 training seminar by Office of Energy and Planning was mentioned as a very good training tool for new and current board members.

Approval of Minutes

Matthew S. made a **motion** to approve the April 19, 2016 minutes as written. Russ B. seconded the motion. Motion carries 3-0-4

A motion to adjourn at 8:40 was made and duly seconded. All in favor.

Meeting transcribed from tape by
J. McKibben