

**DRAFT TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES JANUARY 17, 2019**

At 6:32 pm Chairperson Rauth convened the regularly scheduled meeting of the Planning Board. Members present at this time were Paul King, Craig Fournier, alternate member Kathy Bacon and alternate Select Board Member/Conservation Commission Chairperson, Christine Schadler. Chairperson Rauth appointed Ms. Bacon as an Acting Member due to the absence of member Lynmarie Lehmann. Select Board Member, Nanci Schofield arrived at 6:46 pm and Member Lynmarie Lehmann arrived at 7:00 pm at which time Alternate Select Board member Schadler reverted back to being a member of the public as Conservation Commission Chairperson and Acting Member Bacon reverted back to being an Alternate Planning Board Member.

Members of the public included some of the members of the Master Plan Committee: M.J. Turcotte, Nancy Picthall-French, Michele Derby, Chris Schadler, Leslie Palmer, Bruce Johnson, Dee Blake, Linda Clark and Sally Embley.

Members of the public in attendance were Bianca Acebron Peco and Nathan Manna.

6:33 pm Chairperson Rauth opened the **Public Hearing for the Review and Adoption of the 2018 Master Plan** and recognized the committee members in the audience for “sticking” it out with her for the last seven months. She explained that during the hearing she would give a brief overview of the project followed by a public comment period. The hearing will then be closed in order for the Planning Board to deliberate.

Chairperson Rauth stated the Master Plan serves as a vision or a roadmap for the future of the town for the next 10 years. She stated that in order to accomplish and follow that vision there would need to be changes to laws and regulations and maybe changes to administrative procedures. The last Master Plan was completed in 2005. Chairperson Rauth stated the current project was a complete overhaul of the Master Plan. She explained that a Community Survey was distributed in May 2017 with over 200 responses. The Master Plan committee comprised 35 people who represented the town boards, commissions, office staff, trustees and town residents. She felt it had been a good representation of the town. Chairperson Rauth stated the committee met in six work sessions over the last seven months by starting with the survey results and then looking at the demographic data. Mike Tardiff and Matt Monahan from the Central New Hampshire Regional Planning Commission helped the Planning Board a great deal through this process. At this time Chairperson Rauth referred to several posters that summarized key points of the 2018 Master Plan development. The subjects she briefly discussed were about the Master Plan chapters, the survey questions, tools to manage land use and administrative changes. Chairperson Rauth stated she felt the committee covered a lot of areas where there could be better communication and coordination between town boards and to encourage all boards to consider contributing recommendations, ideas and concepts. At this time Chairperson Rauth referred to the handouts she distributed, “2018 Master Plan Vision Statement” and “Summary of Objectives and Recommendations from Webster 2018 Master Plan.” There were over 100 recommendations listed by chapter. Chairperson Rauth stated the point about the recommendations was that it shows the town has a lot of work to do.

Chairperson Rauth recognized Alternate Bacon. Ms. Bacon stated that Chairperson Rauth had mentioned administrative changes between the different boards and improving communication; she asked if that had been summarized anywhere or was it all scattered throughout. She suggested it would be nice to have a paragraph unite the options; “Administrative Changes or Notes” then point out other sections and summaries. Chairperson Rauth stated that sounded like a good idea.

6:48 pm Chairperson Rauth opened the public hearing to public questions or comments. Chairperson Rauth recognized Mr. Bruce Johnson. Mr. Johnson began by thanking Chairperson Rauth for the work she had done to spearhead the Master Plan project. Mr. Johnson asked now that the Master Plan was done, how would the town move forward. Chairperson Rauth stated it will be up to the town to implement. After a brief discussion, Mr. Johnson stated that people will have to realize the Master Plan is a 10 year plan; not everything has to be done right away. He added that the Master Plan was indeed public input that will be going to the Select Board, Planning Board, ZBA and other committees. He

stated this is what the people want. Mr. Johnson stated the Master Plan should have more power to it than being just a document or a piece of paper. Chairperson Rauth agreed with Mr. Johnson. She stated it did represent a strong direction of where the town wants to go with future land use issues. She posed the question, “How do we get the boards to embrace it?”

Conservation Chairperson Schadler stated, “First of all, the world belongs to those who show up.” She stated that the people who were here participated in crafting it and all residents had been invited to attend. Ms. Schadler questioned whether the Master Plan was a vision or a mandate. After a brief discussion, Chairperson Rauth stated it was more of a vision than a mandate and it was up to the town to make it happen.

Select Board Member Schofield stated she felt it was more than a vision. She stated that just like the *Hazard Mitigation Plan*, the town should keep reviewing the plan on a regular basis to see if any perspectives have changed. She stated we need to continue to urge the committees and the public to review it annually to see if the vision has remained the same or needs to be changed. She likened the Master Plan to being a living document, ever evolving.

Alternate Member Bacon stated she interpreted it as priorities, phases and plans. She suggested that each of the Boards and the groups need to start on the priorities; whether it would be the next three years or however, one would break it down. She felt that was a key point; how do you actually carry it out i.e., this is a ten year plan, but here is what we want to do in two years, or three years, etc..

Select Board Member Schofield stated that the website was a great place to show lots of town information to get it out to the residents. Ms. Dee Blake offered to print information about the Master Plan in the *Grapevine*. Chairperson Rauth stated she would be happy to work with her on that.

7:05 pm With no further comments or questions, Chairperson Rauth closed the public hearing to public testimony so the Planning Board could deliberate. Member Fournier made a motion to accept the recommendations as presented and adopt the Master Plan; seconded by Select Board Member Schofield. Before the vote, Member King asked if there were any changes that had to be put in the plan. Chairperson Rauth stated the most concrete suggestion was regarding the administrative changes being pulled together in a section or highlighted in some fashion. Alternate Member Bacon stated she thought that would be helpful.

Member Lehmann suggested an addendum to the plan. Chairperson Rauth then suggested an “Executive Memo” that would go out to the Boards that would say, these are the areas we would like to collaborate on. She stated she liked the idea of pulling the information out and getting pretty specific in talking to the different boards about it. But she wasn’t sure she wanted to redo the entire Master Plan. Alternate Member Bacon stated that was not her intention. Member Lehmann stated that, “unless we are trying to say we need something else to add or to change, I think we can talk about how administratively to work it out; is there a suggestion that we need to put in an addendum or is it ...an executive memo on the front of it.” Alternate Member Bacon clarified that her suggestion was to add a summary to the list of recommendations that Chairperson Rauth had handed out at the beginning of the meeting – not to revise to the Master Plan.

At this time Chairperson Rauth called for the vote; approved unanimously: Chairperson Rauth – aye; Select Board Member Schofield – aye; Member Fournier – aye; Member Lehmann – aye; Member King – aye.

The vote was followed by lots of clapping and celebratory whoopees!

Member Lehmann stated for the record: “I thank everyone that devoted their time to the Town under Sue’s leadership to get this done. I think that it’s an incredible piece of work and long and hard work that went into it, thank you, thank you all.”

Chairperson Rauth thanked everyone for coming to the public hearing for the Master Plan.

The next order of business was to review and approve a ***Notice of Voluntary Merger*** from Granite Roots Construction, LLC to merge lots 10-6-44 and 10-6-45 on New London Drive in the Pillsbury Lake District. After a brief discussion, Member Lehmann made a motion to approve the ***Notice of Voluntary Merger***; seconded by Member Fournier and approved unanimously: Chairperson Rauth – aye; Select Board Member Schofield – aye; Member Lehmann – aye; Member Fournier – aye and Member King – aye.

The next order of business was review of the draft minutes from December 20, 2018. After a brief discussion, Member Lehmann made a motion to accept the minutes as written; seconded by Member King and approved unanimously: Chairperson Rauth – aye; Select Board Member Schofield – aye; Member Lehmann – aye; Member Fournier – aye and Member King – aye.

At this time Chairperson Rauth stated that now that the Master Plan was finished she felt the Planning Board should finish the revisions to the *Subdivision Regulations* that were started three years ago. She will contact former Planning Board member Patricia Ilacqua to get the subdivision document from her computer.

Conservation Commission Chairperson Schadler stated the Conservation Commission would love to meet with the Planning Board to talk about some of the things in the *Subdivision Regulations* that they think need to be changed. Ms. Schadler added that DES is changing its rules/regulations sometime within the next six to nine months. Chairperson Rauth suggested they be put on the agenda for the next Planning Board meeting, February 21, 2019.

7:25 pm Member Lehmann made a motion to adjourn; seconded by Member Fournier and approved unanimously.

These draft minutes were prepared by Therese E. Larson, Land Use Coordinator.