

**TOWN OF WEBSTER
PLANNING BOARD
MEETING MINUTES FEBRUARY 16, 2017**

At 7:02 pm Chairperson Rauth convened the regularly scheduled meeting of the Planning Board and took attendance. Members present were Susan Roman, Jere Buckley and Lynmarie Lehmann; alternate members Tricia Ilacqua and Paul King.

Due to the resignation of Member Jere Buckley, this was his last Planning Board meeting. The Board deferred their regular business for the first few minutes of the meeting to celebrate Member Buckley's 17 years of service to the Planning Board as an alternate member, a voting member, secretary and a few years as Chairman. The Board along with Member Buckley enjoyed cake and refreshments.

At 7:18 pm the meeting resumed with the arrival of Mr. Michael Tardiff, Director of New Hampshire Regional Planning Commission, who had been invited to present information on regional, demographic and economic trends and their impacts on the town's Master Plan update. Mr. Tardiff stated that a lot has changed in 17 years. He stated that we were ageing as a state and ageing as a community with different impacts on housing decisions and different pressures on elementary schools. In the past there had been a lot of discussion about growth management ordinances and tamping down the number of building permits because of pressure on elementary schools. He stated that now the conversations he is having with some of the more rural communities is about whether they will have an elementary school in twelve years. The decrease in the number of elementary school students is a trend. The interest in different types of housing has increased especially in Accessory Dwelling Units for filling the need for the ageing population and those millennials needing to move back in with parents. A brief discussion followed covering topics of tiny houses, open space housing, cluster development and current trends of less concern with growth management; attracting commercial development; broadband availability and conservation land use development. Mr. Tardiff stated that there is a "brain drain"; younger people are looking to live near or in metro areas, which is a little bit different trend from what was seen in the past. He stated that there is a change in the type of commercial development – smaller more entrepreneurial – which is not attracting people to live here in Webster.

Chairperson Rauth said she felt that Webster was a unique community – like a bedroom community of Concord, but without much connection, i.e., no public transportation; it is kind of hard to get to; some people have never heard of Webster, NH! Mr. Tardiff stated he was seeing some small entrepreneurial development in small towns with people working out of their homes and some site plan development along some of the state highways. He added that some towns are looking at adding aesthetic designs in their site plan regulations to attract more commercial development. More discussion revolved around changing housing designs, not density, for example, three acre zoning in a 30 acre development. Member Buckley stated these subjects would be good for the Master Plan survey. Mr. Tardiff stated that CNHRPC staff could certainly help out with the survey as they have had a great deal of experience doing them. They will also be able to help with the population and economic demographics and the transportation chapter as well. After a brief discussion, Mr. Tardiff stated the best time of year to do the survey would be after the school district's April spring break and before June 1st and then have a visioning session in October. After a final brief discussion, Mr. Tardiff left for the evening and the Board thanked him for coming.

At this time Select Board Chair, Bruce Johnson, was recognized. He read a letter of gratitude from the Select Board to Member Buckley for his 17 years of volunteer service to the Planning Board. Member Buckley graciously accepted the letter from Mr. Johnson.

At this time Member Roman and the Board discussed possible strategies to inform the townspeople of how important the Master Plan is and the need for volunteers. Member Roman would like to speak about the Master Plan perhaps before Town Meeting begins on March 18th. She will contact the Moderator, Bob Pearson.

The last item on the agenda was discussion of the Capital Improvement Program. Chairperson Rauth recognized Barbara Corliss and invited her to sit at the table. Ms. Corliss has volunteered to be on the CIP Committee.

Chairperson Rauth stated she wanted to talk about an overview of this project and what the Planning Board's role might be. She stated that legislatively, the Planning Board is responsible for the CIP and managing it. She stated there will be a committee to help the Planning Board pull it together. Roger Becker has agreed to lead the committee along with Barbara Corliss and Sue Rauth. Chairperson Rauth stated that anyone else from the Planning Board who might be interested in being on the committee is more than welcome. She also stated she felt the Planning Board needed to be involved especially at the beginning. The Planning Board officially appoints the CIP Committee. The Select Board has endorsed this project and asked that Leslie Palmer also be on the committee because she works with Wendy Pinkham pulling the budget together. The Select Board members will be involved with the CIP committee meetings after Town Meeting as best they can.

Chairperson Rauth stated that at the beginning of the process the committee must first define capital need/value of a project from five to ten thousand dollars and, second, devise a prioritization scale. Each of the town departments will be asked to fill out application forms with regards to long range planning and the prioritization of their capital needs out six years. All of the applications will come back to the Planning Board to prioritize according to the scale that has been developed. Eventually, after a required public hearing or hearings, then the CIP is passed on to the Select Board and encouraged to use it in their budget process but they are not bound to use it.

Member Lehmann brought up the question of the Planning Board needing approval from Town meeting to create the CIP. After a brief discussion, Mrs. Larson presented the Board with copies of the Town Meeting minutes of March 11, 1986 where the Town voted in favor of warrant article number 23 to authorize the Planning Board to develop a Capital Improvement Program. After a brief discussion, Member Roman suggested that the committee come back to the Planning Board for review at the end of each phase particularly before starting the document. Chairperson Rauth agreed. Chairperson Rauth stated the goal was to dovetail this with the Select Board's budget process in October/November.

At this time Chairperson Rauth brought to the Board's attention a letter from a town resident in the process of building a new house, requesting to pay the Impact Fee in increments over a twelve month period due to financial hardship at this time. The Board was not inclined to waive the fee but leaned toward a payment plan. After a brief discussion, Member Lehmann made a motion, "that the Board grant a periodic payment plan to Mr. Wolinsky on his property, 90 Winnepocket Road, on the Impact Fee with a letter to him saying that we grant the periodic payment and whatever the payment is divided by twelve (12). Should he fail to pay in any two consecutive months, the Town reserves all rights to take any action to recover the money including placing

a lien”; seconded by Member Roman and approved unanimously. Mrs. Larson asked when payments should start; the Board agreed beginning April 1, 2017 and thereafter every month on the first of the month. Mrs. Larson will draft a letter to Mr. Wolinsky with the review of Members Roman and Lehmann before mailing.

Chairperson Rauth tabled the review of the draft minutes from December 15, 2016 and January 19, 2017 until the March 16, 2017 Planning Board meeting.

Member Lehmann made a motion to accept the Work Session minutes of February 11, 2017 as written; seconded by Member Roman and approved unanimously.

At 9:05 pm Member Lehmann made a motion to adjourn; seconded by Member Roman and approved unanimously.

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