

MASTER PLAN STEERING COMMITTEE

TOWN OF PETERBOROUGH, New Hampshire

Minutes of July 22, 2019

Members Present: James Kelly, Valerie Jenkins, Cathy Lanigan, Karen Hatcher, Beth Alpaugh-Cote, and Ivy Vann

Also Present: Laura Norton and Kristin Bixby, Office of Community Development

Co-Chair Lanigan (Ms. Lanigan) called the meeting to order at 4:30 p.m.

Minutes: A motion was made/seconded (Jenkins/Kelly) to approve the Minutes of June 17, 2019 with all in favor.

Master Plan Chapter Review:

The Members began with a general discussion on which chapters needed to be addressed for updates as well as which chapters take priority. All agreed Economic Vitality, Housing, and Land Use Chapters were a priority. Ms. Bixby told the Members the Economic Vitality Chapter was essentially updated but needed to be presented in a final form. “Let’s get that done,” interjected Ms. Lanigan. It was then noted the Board of Selectmen have created a Housing Task Force which will put the Housing Chapter on hold for the time being. Ms. Hatcher noted the Transportation Chapter (not updated since its adoption in 2003) may also need updating given the potential of busses being added to the equation. “We currently have a bid for Greyhound to do a daily stop in Peterborough on its Brattleboro to Nashua route,” she said. Ms. Vann added, “the bus stop would be at the new municipal parking lot off Grove Street.” She also noted the bid was for a daily, year-round scheduled stop. “My expectation is that it will start up right after Labor Day.” The Members spoke briefly on the benefits of such an amenity. Ms. Hatcher concluded, “it will be a nice addition.”

Ms. Jenkins noted she had reviewed the Vision Statement telling the Members, “it is OK, nicely done actually, but we might want to review its structure.” Ms. Hatcher noted the Vision Statement was the overarching piece of the Master Plan as she reiterated the importance of community outreach for the Housing Chapter be done in phases, starting with large group gatherings followed by smaller breakout sessions that then lead to more intimate neighborhood meetings. She noted the Facilitator and Task Force would take what they heard and build a housing policy that in turn would effectively become the basis of zoning changes for housing. She went to note applications for the Task Force were being accepted through July 26th adding, “we are looking for a good cross-section of folks.”

With a redirection to the Master Plan Chapters, the Members noted that in addition to the Transportation Chapter, both the Land Use and Water Resources Chapters may be changing with potential changes in zoning and a collaborative effort between the towns of Peterborough, Jaffrey, and Sharon for a municipal well source to ensure the water needs of the future. “What about Open Space?” (also not updated since its adoption in 2003) asked Ms. Hatcher. Ms. Vann replied, “that chapter was written by the Conservation Commission. Perhaps they would be interested in doing an update.”

Reviewing the chapters they had discussed, Ms. Lanigan noted “Economic Vitality is first on the list.” Ms. Bixby suggested they wait a bit to see how the HUB and Spoke Ecosystem develops. Ms. Vann asked, “so when? by Labor Day?” Ms. Bixby replied, “it may be later than that.”

Ms. Lanigan continued by reviewing the status of the Transportation (update of the bus bids), Water Resources (updates on the progress of the collaborative efforts of Peterborough, Jaffrey and Sharon) and Open Space (query of the Conservation Commission on an update). They briefly discussed Regional Concerns, Municipal Facilities and Historic Resources (no significant changes), Cultural Resources (potential effects of the closing of the Sharon Arts Center). Ms. Vann noted not all the

chapters of their Master Plan were mandated by the state and they should concentrate on those that are.

Ms. Lanigan suggested the Members read each chapter of the Master Plan and come prepared for the next meeting. As Ms. Bixby noted she would email the link to the Master Plan Chapters Ms. Lanigan asked, “how many chapters are there? Just 12, right?” Ms. Bixby replied, “there are actually 13. The last chapter is Implementation and it was adopted in 2013 and meant to bring the rules and regulations into line with the Master Plan. It was not assigned for review.” Ms. Lanigan noted, “OK, so we do one chapter a month and we’ll be done in a year. That is our plan, all agreed?” They concluded by reviewing the process by which the chapters are updated (essentially presenting the updated chapters to the Planning Board for adoption).

Ms. Bixby noted she had been working with Ms. Jenkins and she had agreed to take the opportunity to aid in abridging several chapters by moving much of the statistical information to an appendix leaving the chapters (such as Transportation and Housing) more tangible with less charts and graphs. She noted Ms. Jenkins had offered to do the same for other chapters as well and thanked her. Ms. Jenkins gave a brief review of her progress noting much of the information was coming from the US Census Bureau. “It seems like they deliberately hide information” she said, “the information says there were 947 businesses in town in 2010 but they don’t fall into any categories.” Ms. Jenkins noted the larger employers and businesses were easy to identify but the smaller ones (including many LLCs) were a different story. A brief discussion about capturing that information followed, as registering a business with the Town is not required. “It would be good to get a sense of how many businesses there are in town and how they are trending,” said Ms. Hatcher.

Mr. Kelly asked about the first Task Force meeting, with Ms. Hatcher reiterating the application deadline had been extended to July 26th.

“We’ll see what we have and decide what we need (for participants) and then have our first meeting (most likely) in early September” she said, “it is a big commitment to make, we’ll have an educational piece *about* it and application *for* it in the newspaper.” Ms. Hatcher concluded, “everyone is invited to the conversation, it is going to be a lot of time and hard work that we will take one step at a time.”

Other Business: None

Next Meeting: August 19, 2019 at 4:30 p.m.

The Meeting adjourned at 5:05 p.m.

Respectfully submitted,

Laura Norton

Administrative Assistant