

The Planning Board for the Town of Derry held a public hearing on Tuesday, October 14, 2008 at 7:00 p.m. at the Derry Municipal Center (3rd Floor) located at 14 Manning Street in Derry, New Hampshire.

Members present: Virginia Roach, Chair; David Granese, Vice Chair; Randy Chase, Administrative Representative;

Alternates present: Maureen Heard, John O'Connor

Absent: Phil Picillo, Jan Choiniere; Brian Chirichiello; Gary Stenhouse; Ann Evans; Mark Cooper; Richard Tripp

Also present: George Sioras, Director of Community Development; Elizabeth Robidoux, Planning Clerk; Tim Peloquin, Promised Land Survey; Michele Gagne, UNH Co-Operative Extension.

Chairman Roach called the meeting to order at 7:00 p.m. The meeting began with a salute to the flag. Mrs. Roach introduced the staff and Board members present, and noted the location of emergency exits and extra agendas.

Mr. O'Connor was seated for Mr. Picillo and Mrs. Heard was seated for Mr. Cooper.

Escrow

None

Minutes

The Board reviewed the draft minutes of the October 1, 2008 meeting. Mr. Granese requested the following be added to page 12, paragraph 4, "Mr. Granese pointed out for the record that Dr. Rausch did agree that having an ordinance in place is better than not having an ordinance at all. Dr. Rausch's response was okay." There being no other changes noted, the minutes were accepted as amended.

Correspondence

Mrs. Roach acknowledged the following correspondence. The Southern New Hampshire Planning Commission will hold a Natural Resources Advisory Committee kick off meeting at their facility in Manchester on October 29, 2008, beginning at 3:00 p.m. She is also in receipt of a letter from Robert Johnson of the New Hampshire Farm Bureau Federation who spoke at the last meeting. He

has forwarded a notice advising the Rockingham County Conservation District, in conjunction with the NH Department of Agriculture, Markets and Food, and the Exeter River Local Advisory Committee, will be holding an onsite discussion regarding horse management, water quality and financial assistance at the Star Lit Hollow Farm in Brentwood on Saturday October 18th from 10:00-12:00; or on October 24th from 4:00 to 6:00 p.m. For more information, please contact the Planning Office.

Other Business

None.

Public Hearing

Kevin P. Jolicoeur, et al
Parcel ID 10037 & 10039, 11 & 21 Morrison Road
Acceptance/Review, Lot Line Adjustment

Tim Peloquin of Promised Land Survey presented for the applicant.

Mr. Sioras provided the following staff report. The purpose of this proposal is for a lot line adjustment between two lots located on Morrison Road, which is in the low density residential district. No town department signatures, state permits or waivers are required. This is a straight forward application.

Mr. Peloquin advised the subject parcels had a lot line adjustment in 2004 and he is before the Board for a slight adjustment of the lot lines. One lot has been developed (10039) with a home and it is for sale. There is a purchase and sales on the property. Additionally, sheet 2 of the plan shows that if they move the line it gives the lot paved frontage on Morrison Road, which is a Class VI road. Lot 10040 was subject to a variance. This will move the lot line back to the top of the hill. This is a beautiful lot. There was also a petition of quiet title that was not reflected on the 2004 plan which is reflected on this plan. The idea behind the lot line adjustment is to allow better use of the lot and to create almost equal lot sizes between the two. The adjustment will leave the lots with 10.8 and 10.89 acres.

The Board had no questions.

There was no public comment.

Motion by Granese to accept jurisdiction of the plan, seconded by O'Connor. All voted in favor.

Motion by Granese to approve the Lot Line Adjustment for parcels 10037 and 10039, pursuant to RSA 676:4, III, Expedited Review, subject to the following conditions: Subject to owner's signature; establish escrow for the setting of bounds, or certify the bounds have been set; obtain written approval from Doug Rathburn that the GPS disc is received and operable; the above conditions are met within 6 months, and a check in the amount of \$25.00, payable to RCRD, be submitted with the mylar in accordance with the LCHIP requirement. Heard seconded the motion.

Heard, Granese, Chase, O'Connor and Roach all voted to approve.

Mr. Peloquin thoughtfully explained the difference between GPS and GIS to the Board.

Community Profile/Visioning Kick Off

There were approximately 7 members of the public in attendance.

Mr. Sioras introduced Michele Gagne of the UNH Cooperative Extension who will facilitate the Profile process. He stated he looks forward to working with her over the next few months. Ms. Gagne thanked the Board for the opportunity to speak this evening. Derry was one of several towns who submitted applications for the Profile process and Derry was one of the towns selected. It says a lot about the community that the town is seeking public input for the Master Plan, because many communities do not do that.

Ms. Gagne advised she is with the UNH Cooperative Extension in Durham. She works in Community Development assisting communities in gaining public input for the Master Plan and other town decisions. The background of the Extension is that they are part of the Land Grant University System. There are Cooperative Extension offices and staff throughout all 10 counties. The Cooperative Extension provides assistance in different areas including community development, youth development, agriculture and forestry, and water resources. They are the outreach arm for UNH, with a focus on building community capacity and providing technical assistance to communities. In this case, it would be in assisting with the Profile process and the Steering Committee, getting the public out to the event that will be held in January.

Ms. Gagne stated she would like to show a brief video which gives an overview of the profile process. The video was approximately 10 minutes long. After the video, she apologized for the quality and offered to provide a better quality copy that could be looped on the cable access if the Board wished.

The Town of Derry did a profile 10 years ago in 1998. A copy of that report can be shared. The Steering Committee should look at that report and see what has

happened since then based on that event, take a look at what the town was thinking about in 1998 and compare it to what the town is thinking about now. She provided a small packet to the attendees this evening that contained a general brochure about the Community Profile project, a sample agenda and a list of the Community Profiles that have been completed in each of the counties.

The Steering Committee is the crux of the process and should be representative of the community and include board members, departments, town organizations and citizens. Generally, the Committee is made up of 8 to 15 people. More is actually better. This Committee plans the event for January and she will help in that process with the goal of making the event a success. She put out a plea for Steering Committee members. If anyone is interested, they should get in touch with the Planning Office. The Committee is crucial to the success of the event as this Committee is responsible for planning the event.

The Profile will be held on January 24, 2009 with a snow date of January 31, 2009. This will be a one day event on a Saturday, rather than the typical two day event. This decision was based on the commuting patterns of the residents and it was felt beginning the process on a Friday evening was not a good option. The Steering Committee will work on marketing the event through the various outlets available including the schools, newspapers, and websites. The Committee will make arrangements for the location of the event. The high school might be a good location. The Committee will also be responsible for refreshments, a budget, and seeking donations from local businesses. It is most important to get citizens to the event. She encourages personal invitations that are written or provided through phone trees to get people to the event. Every household should be invited. The town wants as many people as possible to attend. Generally, there are between 100 and 200 in attendance at these events. There was one profile that had over 300 people.

Ms. Gagne asked that the Steering Committee also think of small group facilitators. Everything during the profile is recorded. Some UNH students and county staff will fill in the gaps, but citizens should be available to help. The Steering Committee is also responsible for getting action committees started and for scheduling the follow up meeting. The Cooperative Extension will support the action committees and will host a one year celebration event so that the community can see the progress since the event. She then asked if there were any questions?

Ms. Heard inquired if the Epping profile was successful? Ms. Gagne stated the results depend upon the town. In Epping, they now have energy efficient buildings, and communication has been improved. In Brentwood, they passed a one million dollar warrant article to purchase land for conservation. Some towns chose things like beautification projects. One outcome of the Profile is that more people tend to run for office and there may be an increase in volunteerism.

Ms. Gagne went over a general outline of how the actual day will go on January 24th. The Steering Committee can review the proposed agenda and decide if it fits Derry's needs. The Committee can decide how they would like to do the breakfast portion, and one of the items the Steering Committee will want to think about is child care and transportation options. The Committee work is done very quickly over a short period of a few months, so it is a short term commitment.

Ms. Gagne advised she will be the large group facilitator for the event. The event will more than likely proceed as follows. An overview of the day is given and some demographics are discussed to see who is there and who has lived in town for how long. They will do a mosaic and vision which is used as a warm up session. They ask what is Derry like now? There will be two easels at the front of the room and the answers are recorded. Some of the answers are negative, some are positive, but it gets the group warmed up and thinking about the community. They also do a vision segment to see what the attendees would like to see Derry look like in the future. Following the vision, there is typically some sort of historical presentation that lasts up to 20 minutes. People really like this portion of the morning. The small group work will closely mirror the chapters in the Master Plan. Eleven groups meet and discuss the strengths and assets of the town, its challenges and weaknesses, and what they would like to see in the future. Everything is written down. The outcome of the first small group discussion is 5 key issues. Generally, there is overlap when the 11 groups bring their outcomes back to the large group. This gives the community an idea of what the residents are thinking about. The group then breaks for lunch and the Steering committee will need to think about how that will be handled. The large group then picks 6 to 8 key issues to discuss during the afternoon. They go back into small group work with each small group taking an issue. They decide on goals to accomplish for each issue and then what are the solutions or projects that will assist in meeting that goal. Those projects/solutions are then prioritized by the group. The group picks three key issues to bring back to the large group. The large group then votes on the projects. Follow up meetings are scheduled, which are facilitated by the UNH Cooperative Extension.

The goal of the profile is to get people in the community talking in general, obtain positive feedback and ideas from citizens, get positive action items and citizens who can work on them, and also to provide a forum that allows the citizens a chance for proactive participation.

Ms. Gagne inquired if there were any volunteers in the audience? Anyone interested can contact the Planning Office as well. The initial meeting date for the Steering Committee will be Thursday, October 30, 2008 in room 207 of the Municipal Center. During that meeting, the group can gauge if anyone else should be solicited for the Committee and then discuss the activities to be completed prior to January 24th.

Mr. Sioras asked if Ms. Gagne suggested encouraging members from various organizations for a mix of people? Should staff be included? Should the Chamber of Commerce or civic organizations be involved? Ms. Gagne reported that she had met with Mrs. Roach and Mrs. Robidoux and they had brainstormed with regard to different groups in the community and citizens who are already active in the community, as well as citizens they would like to see active because they have interesting backgrounds. She said a letter went out to boards and committees. Another notice should be sent out advising of the date of the first meeting and asking for representatives to attend. The group needs to be diverse because this is a community event, not one board's event. A diverse group on the Steering Committee can help with marketing because they can go back to the groups they are associated with and get those people to come to the event. No fewer than 8 should be on the committee and ideally 15 or more should be involved. Mrs. Roach said the group should include representatives from the school, recreation, zoning and the public. She specifically asked Mr. Nelson to attend, and he is also a member of the Arts Council. Mr. Sioras noted the School Board is also meeting tonight, but representatives from the school had expressed an interest. Ms. Gagne stressed this is a short term commitment of only a few months duration.

Mr. O'Connor inquired if people should email or phone their interest? Mrs. Roach advised they should contact Mr. Sioras. She asked that an advertisement be placed on Channel 17 requesting volunteers for the committee. Ms. Gagne explained that her role is to facilitate and guide the process. The community group should make the decisions. She said she would leave the sign-up sheet on the back table so that anyone interested who attended this evening could sign up.

David Nelson, 72 Old Chester Road, reported he participated in the incorporation of the Derry Strategic Planning Group which sponsored the first Civic Profile. The town has held two of them. The first one ran as Ms. Gagne has described and was extremely successful. A few things happened as a result, the most notable the implementation of the Growth Management Ordinance and the focus on downtown revitalization. The second community assessment used the same format and the outcome focus from that event was downtown revitalization. This spurred the work of the town and various organizations to make the streetscape and various improvements that we see today which include no overhead wires and the nostalgic lighting, stamped brick and building facades. Good things came out of that process; it had legs that lived. He thinks this is a great thing for Derry. There needs to be the right cross section of people participating and performing the outreach for the Profile. He congratulated the town on the acceptance of this process.

Ms. Gagne noted that additional copies of her handouts will be available in the Planning Office. Mrs. Roach requested the Board be provided with the results of the last two profiles. Ms. Gagne thanked the Board.

Motion by Granese, seconded by O'Connor to adjourn. The motion passed and the meeting stood adjourned at 7:47 p.m.

Minutes prepared by Elizabeth Robidoux, Planning Clerk