

Unofficial

TOWN OF HOOKSETT

Community Profile Committee

Town Hall, Room 204

Tuesday, January 13, 2015, 6:00PM

MEETING CALLED TO ORDER AT 6:13pm

WELCOME AND PLEDGE OF ALLEGIANCE

PRESENT: Marc Miville (Chair), Sarah White, Tom Young, Mike Horne (via telephone), Maura Oullette, Sharon Cowen (UNH Cooperative Extension)

Staff: Jo Ann Duffy (Town Planner), Carolyn Cronin (Assistant Planner)

Excused: Todd Rainier, Ashley Houde, Joanne McHugh, Matt Barrett

APPROVAL OF MEETING MINUTES

T. Young motioned to approve the November 6, 2014 meeting minutes. Seconded by M. Oullette. Motion passed.

T. Young motioned to approve the December 9, 2014 meeting minutes. Seconded by M. Oullette. Motion passed.

T. Young motioned to approve the October 23, 2014 meeting minutes. Seconded by M. Oullette. Motion passed.

M. Miville: We need to discuss the presentation of the final report. Tomorrow I will be presenting at the Town Council meeting. I will be focusing on the Community Profile results and will ask Council what they plan to do with the report and if they will be acting on it. Will they sanction action groups or assign some groups to existing Boards and Committees? I want to find out what Council's plan is. They commissioned and funded the project so we want to know what the next step is.

J. Duffy: Do we have examples of what other towns have done moving forward?

S. Cowen: Every town is different. Maybe 3 or 4 action groups move forward.

T. Young: We should talk about which big items came out of the last Profile that were actually accomplished. The two big items that didn't get addressed were the community center and Heritage Trail, which came up again this time around.

M. Oullette: I thought last time the idea was that the Town Offices were supposed to serve as a community center.

M. Miville: To some extent it is with the gym, but I think people are looking for a staffed community center.

T. Young: We should highlight where we were in the past, and the successes of the past that have moved forward with community support. We should summarize the whole event in a few minutes and focus on the 6 key points that came out of it.

M. Miville: I plan to do that. Steve Couture is also planning to come to this meeting. His group, the HARMONY Community Center, is the most active group so far. They have a written plan as to how they want to proceed. Their goal is to get sanctioned by the Town Council. Guidance from Administration is to send these action group items to existing Committees, but I know that these residents want to be involved in some way. The Town Council has the HARMONY plan and Steve knows what he wants to do with the "ask" as far as what the group wants to ask the Council. So they will see what happens with that. In my view the Town Boards need to be involved and it needs to go toward the Master Plan. I am going to address these issues with the Town Council tomorrow night. The Committee's charge was to put on the event and it's up to the Council to decide what is next. My thought is that the Community Profile Committee should continue on to advise the action groups, but if we choose to disband, then what happens? The Council should advise what happens next.

T. Young: I agree that the Council and citizens should decide how to move these items forward. The Council should be advising Administration on what the next steps should be.

M. Miville: We, as active citizen participants, can only take this so far. I can't do it by myself or with only a few people in Town.

M. Horne: The Town Hall Preservation Committee was appointed in the Administrative Code. It hasn't been around forever, so my point is that these things can be legitimized in the Administrative Code. The Committee has an outlined intent, a charge, and a scope. The Administrative Code authorized it in section 4.6. The Code and the Charter get amended. They are living documents and things can be added over time.

M. Miville: That's a good point. I will make a note of that in my presentation tomorrow night. So to recap, I will mention the 2001 Community Profile and what that outcome was, what the charge is to move forward, and how they can adopt it into the Administrative Code. I'm tentatively scheduled to meet with the Planning Board on February 2nd. I've had discussion with the Economic Development Committee but I am out of town during their next meeting. I sent them the link to the report though so they can discuss it as a Committee. It is very important that they read and discuss this report because everything flows from economic development. Thank you for the idea about the Administrative Code, Mike.

M. Horne: The other thing is the Pinnacle Park Planning Committee. That was an ad hoc committee that started with the Conservation Commission. So there are committees that can be formed this way and still post minutes. I'd use that as a planning model.

T. Young: We even have minutes for Kiwanis and its subcommittees. It's the only way to keep records and assign responsibilities. Tomorrow night we should just be presenting the report and not give them counsel on how to move forward. That is the Council's charge.

M. Horne: But they might not do anything with it and then these people who were going to be involved will walk away.

T. Young: Then we should show the Council the names of the people who volunteered that are listed at the end of the report and tell them that these people are waiting on your decision on how to move forward.

M. Miville: I need to present some options for the Council based on what has happened in the past, and what kind of leadership and direction these people are seeking. I have a copy of the action group sign-up sheets with email addresses from Charlene. These were sent to the leaders of each action group. I sent an email to each group asking them what their plan is, when they plan to meet, and if they could keep me informed. I also invited them to the Town Council meeting. Steve Couture is planning to ask the Council that on behalf of HARMONY. Frank Kotowski bowed out because he is Chairing a committee as a State Rep and is now too busy. Allan Whatley is coming tomorrow night. There has been some back and forth with the Economic Development group. Steve Korzyniowski was the contact for this group and said he isn't willing to be the leader but would still like to participate. Education: John Lyscars is listed as the leader. He sent out some feelers about it but I haven't responded pending our meeting tonight. Mike Horne is involved in Recreation and has been working on that. I saw Brian Tilton who is leading the Transportation group. He said that he plans on bringing some resources to whatever meeting is scheduled. Nothing is happening on the Communications action group as far as I know. I spoke with Charlene today. She was surprised we got 6 action groups. We may not need all these groups but to have some of these groups stay active would be great.

S. White: I agree with Tom that we should focus more on what we did as a Committee in the presentation and leave it up to the Council to decide what happens with the action groups.

M. Horne: Let's see if there is energy in the action groups and how they want to proceed.

M. Miville: We need to make sure we are overseeing these action groups in some capacity. Some groups are motivated but some aren't. Who is going to "poke" them?

T. Young: It should be the Town Council. They have to answer to the citizens, not our Steering Committee.

J. Duffy: I thought there was supposed to be a bringing together of those potential action group members after the Town Council decision on the groups. It was going to be a group-wide meeting after the Council to rally the groups and give direction from Council to inform them and let them move

forward. That's what happened last time. The names were given to the Town Council and they determined how to move the action groups forward, either by assigning them to existing committees or having Town staff work on projects, or having them go off on their own. The Town Council needs to decide which items are important to focus on. I'm sure the Council won't make a decision tomorrow night either. There needs to be an in depth conversation, but these things move slowly.

T. Young: The presentation should be based on history: what happened at the last Profile and what accomplishments came of it. That will keep them motivated.

J. Duffy: The Council could form a subcommittee, even if it's just 3 of them, on what to do and then come back to the whole Council to see how to move forward.

T. Young: I think we are looking into this too much. It should be the Council's decision.

S. Cowen: You should convey that it's the desire of the residents to see these things happen. Even if they can't build a community center, there are smaller things they can work on.

J. Duffy: We want the Town Council to know that it's not just the big projects in the action groups. There are lots of smaller items that are achievable too.

T. Young: We should show the Council pages 47 and 48. If you have 2 pages that are summarized and show the people interested, it will be effective for the Council to see.

S. White: The projects and solutions will be good to show so that they know that there are solutions there too. Then they won't have to brainstorm, they are already there. I think it would be more effective to show only two pages.

T. Young motioned to provide pages 47 and 48 for the Town Council meeting presentation and afterwards give them the whole report. Seconded by M. Oullette. Motion passed.

M. Miville: We would need 3 full reports printed to supplement the 6 reports we already have printed and pages 47 and 48 printed double-sided for all Councillors.

DISCUSSION OF CLOSING GMAIL ACCOUNT

M. Horne: If no one is going to use it, we should close it. But it forwards it to my email anyway so it doesn't matter.

M. Miville: Could you make it so it auto-forwards to my email instead?

M. Horne: Yes, I can do that.

T. Young: If this Committee is phasing out, shouldn't it go to a Town employee in Planning?

M. Miville: As long as it's to a Hooksett.org address it should be fine. I used my email in a letter to the editor for the Banner, so my email address is out there as well.

M. Horne motioned to adjourn at 7:30pm

T. Young motioned to disband the Community Profile Steering Committee. Seconded by M. Horne.

M. Miville: My only concern is that if we are not an advisory committee to the action groups, then things will not proceed, but otherwise I am ok to disband as well.

Motion to disband the Community Profile Steering Committee passed.

Motion to adjourn at 7:30pm seconded by T. Young. Motion passed.

Respectfully submitted,

Carolyn Cronin

Assistant Planner