

Master Plan Implementation Committee

Meeting Minutes

Wednesday, May 28, 2014

Members present: Barbara Mee, Ted Combes, Tim Siekmann, Joe Green, Kevin Smith, Mary Tetreau, Ann Chiampa, Mike Speltz, Chris Davies
Also present: John Vogl, Art Rugg, Kent Allen

I. Call to Order

Meeting called to order at 7:02 pm.

II. Review Minutes from 3/26/2014

C. Davies asked for a motion to approve the 3/26/2014 minutes. M. Speltz offered one amendment: change the words “do the same” to “also prioritize” in the last sentence of section vii. Other Business. All approved. J. Green motioned to approve as amended, T. Combes second. Abstention from M. Tetrault and B. Mee. Vote: 7-0-2.

III. Review and Discuss Implementation Table

C. Davies introduced the topic and emphasized that this group is a *steering* committee, reporting only to the Planning Board. The purpose is to collect input from other Boards/Committees and report out the status of plan implementation. J. Vogl then presented an updated version of the Recommendations table, as amended per comments from 3/26. J. Vogl has updated the status of many items included in the zoning audit and added footnote documentation where necessary. He reported that current status of implementation was as follows: Recommendations underway at 10%: 61, Recommendations underway at 50%: 5, Recommendations underway at 75%: 2, Recommendations Completed: 1, Recommendations Not Yet Considered: 30. J. Green suggested adding a designation of ‘Recommendations Ongoing’ to reflect projects that have no end date. J. Vogl to update.

M. Speltz presented a modified table sorted by Lead Party first and completion date second. He had also added columns for “Date of Status” and “Status Remarks”. He said the Committee should seek input from the Lead Parties to fill out the data. He offered that this will allow the Committee to fix responsibility and to consciously decide on the Lead Parties’ intent for implementation. He said the Annual scorecard should identify who is doing the work. M. Speltz said that not all recommendations needed to be worked on; activity level was up to the Lead Parties – we just need to document where things stand. C. Davies said that he liked the new sort and agreed the new columns make sense. J. Vogl said he would update the table and redistribute. T. Siekmann noted that many of the implementation dates are close to passing and asked if dates were intended to be followed. C. Davies responded that they

were guidelines only. He asked that each member submit comments on the project list, particularly their area of expertise for the next meeting. J. Green offered to fill in some of the Council items. T. Combes asked about the budget for item #1.06 (\$250k); is this a town meeting vote or budget item? J. Vogl responded that each recommendation would be decided one at a time. Some that have costs would have to go through the budget process, with a request most likely originating from the lead party. M. Speltz added that the Committee is administrative only and that we would not propose budget items, only facilitate. C. Davies reiterated that this Committee is limited to reviewing ideas, status and reporting back to the Planning Board. Members agreed to review the recommendations table and identify records of interest and ID point person to provide status updates.

M. Speltz offered a new table of metrics to identify how the Town is meeting the CMP's Guiding Principles of Stay Forever Green, Promote Unique Activity Centers, Emphasize Housing choice and Diversity, Increase Transportation Choice and Walkability, Enhance the Municipal Advantage and Excel in Education and Town Services (see attached). The suggested metrics are elements that can be used to interpret/measure conditions relative to the principles and track changing conditions. M. Speltz offered that these metrics will give a flavor of if the Town is meeting the goals. He asked that members review the list and provide any suggestions to C. Davies and J. Vogl. All voiced support. T. Combes suggested adding a metric for how many jobs are added to Enhance the Municipal Advantage. J. Vogl said a well-documented number is Total Jobs in Town; he also suggested the addition of a value for the Residential and Non-Residential shares of local property taxes. J. Vogl said he would review the table, identify data sources and add comments on data availability/accessibility and distribute to the membership. Members continued to discuss ideas presented in the table including agritourism.

T. Combes asked when the Committee would make suggestion for the Planning Board to implement zoning changes. C. Davies said that the Planning Board has already begun; the audit is underway and they are reviewing form-based codes and other types of changes. He said the Board is aware of the Master Plan recommendations and will get annual updates/reports/briefings from this committee. A. Rugg said that the zoning audit is a key piece as it will identify issues and conflicts with the ordinance and make suggestions on where it is considered difficult or prohibitive to development. C. Davies said the audit will identify issues and recommendations. A. Rugg continued that from there, the Board could be a little more focused on where they put energies. J. Green said the best place to start is with low hanging fruit. B. Mee said that the public needs more education zoning issues because most people just don't understand the implications.

IV. Update on Zoning Audit

J. Vogl provided a status update on the zoning audit. He reported that this project was in the "literature review" phase. He said they had kick-off meetings with the contractor (Arnett Development Group) and that staff was currently in the process of red-lining planning documents to identify known issues/conflicts/problems. He also said that the contractor was developing a survey instrument for the development community to provide comments. He reported that a deliverable was intended to be ready by end of summer, with a report going to Planning Board for review.

V. Discussion on Town Forest/Town Center

C. Davies introduced the discussion on the Town Forest/Town Center. He reported that the Town Forest was acquired in 1985. He reported on the recent discussions concerning maintenance of the space and a brief overview of ideas behind the ballot question on the 2013 Town Meeting warrant. He said that the Town Council was seeking direction on what to do with that space and had directed Town Manager Kevin Smith to come up with a plan. J. Green asked about the recent proposal to rezone a lot on Pillsbury Road to C-4. J. Vogl explained that the option was pursued because it was the best choice in today's ordinance; future zoning iterations may achieve the same goal. C. Davies further described the Master Plan and the ideals behind it.

A. Chiampa presented a vision she had developed for the Town Forest. She had previously presented the vision to the Heritage Commission and had updated it per their feedback for this meeting. The vision suggested trail improvements from the bandstand through the forest in a loop pattern leading to a viewing platform at the far south end overlooking the Moose Hill Orchards (see attached). She expressed a desire that at least some trails be handicapped accessible. J. Green said there was no group in place now to make this happen and asked if a subcommittee should be formed. K. Smith explained that the use of the forest was currently a hot topic. He said the path forward would be to come to consensus in this group, pass that idea along to the Planning Board with a recommendation to the Council and ultimately a question to the voters. A. Chiampa said her desire was to involve the Conservation Commission and utilize their natural resource expertise. She described a forest in Barrington, NH that was managed as a forest/rec/educational area and could be a model for Londonderry. K. Smith asked M. Speltz for the Conservation Commission's position. M. Speltz said that if the forest is to be a park, it should not necessarily be managed by Cons. Comm, however he said that A. Chiampa's plan for trails and access was not necessarily incompatible with conservation goals with the exception of hard-packed trails for handicap access. K. Smith explained that Andy Mack's vision was also similar to A. Chiampa's. A. Rugg offered that the original intent of the property was to provide for the expansion of Glenwood Cemetery. The land however proved infeasible for cemetery space. He also reminded the group that the forest was in the Historic District Overlay and any changes would require a public hearing at the Heritage/Historic District Commission. J. Green said that A. Chiampa should present her vision to other relevant boards/committees to solicit their feedback. C. Davies asked the group about parking; he suggested that people coming to use the trails needed a public place to park. T. Combes and T. Siekmann suggested that head-in parking should be provided for on the western side, along the rock wall, if not beyond it. J. Green asked if the road depicted in the Plan vision changed the character too drastically. J. Vogl explained the intent of the Master Plan authors in suggesting a new road along the southern edge of the Common. He said the idea was to frame and further define the Common. It should be looked at as conceptual only and was an idea representative of nearly all New England Town Centers. M. Speltz explained that the buildings presented on the plan were intended to include amenities that would draw people to the center, such as coffee or ice cream shops. All agreed that while parking may be available on the Lion's Hall or church lots, parking should also be provided for on the Common given the difficulty of crossing Pillsbury of Mammoth Roads. T. Combes suggested adding rumble strips on Pillsbury Road to slow down traffic close to Mammoth Road. J. Green agreed

and said traffic needed to be slowed in this area. T. Siekmann suggested parking on the southwestern edge and may be accommodated by clearing some trees and moving the existing stone wall back. B. Mee asked how realistic it would be to expect that adding parking spaces would encourage increased use. K. Smith replied that there was a sense that parking across the street was unsafe. C. Davies summarized the discussion as achieving consensus that much of the forest should be preserved as forest with improved accessibility through the addition of walking trails, possibly handicapped accessible, and possible limited clearing for vehicle parking.

K. Smith asked about additional uses and inquired about an ice skating area. Members discussed different locations for the area and different ideas that had been pursued in the past. C. Davies asked A. Chiampa to research past proposals. J. Vogl and K. Allen said that past plans were available at Town Hall. C. Davies said A. Chiampa should get input next from the Conservation Commission.

VI. Other Business

Chiampa asked for clarification on how the Master Plan effects projects presently in the cue before the Board. J. Vogl replied that plans are reviewed against the existing zoning/site plan/subdivision regs and that the Master Plan provides guidance for *future* rules/regulations. The Plan may provide ideas and arguments for projects but that the Planning Board takes actions based on the existing rules in place. Members discussed the broad vision presented in the plan. B. Mee said that TPUDC wrote what they heard from a broad range of participants at Planapalooza. She reiterated that the document reflected the opinions expressed during the whole series of public meetings.

J. Green asked about future meeting schedules. He expressed the importance of meeting monthly, especially with CIP and Budget meetings kicking off soon. C. Davies said the next meetings would be June 25th and July 23rd.

VII. Adjourn

M. Tetreau made a motion to adjourn at 10:05. Seconded by T. Siekmann. All voted affirmatively.

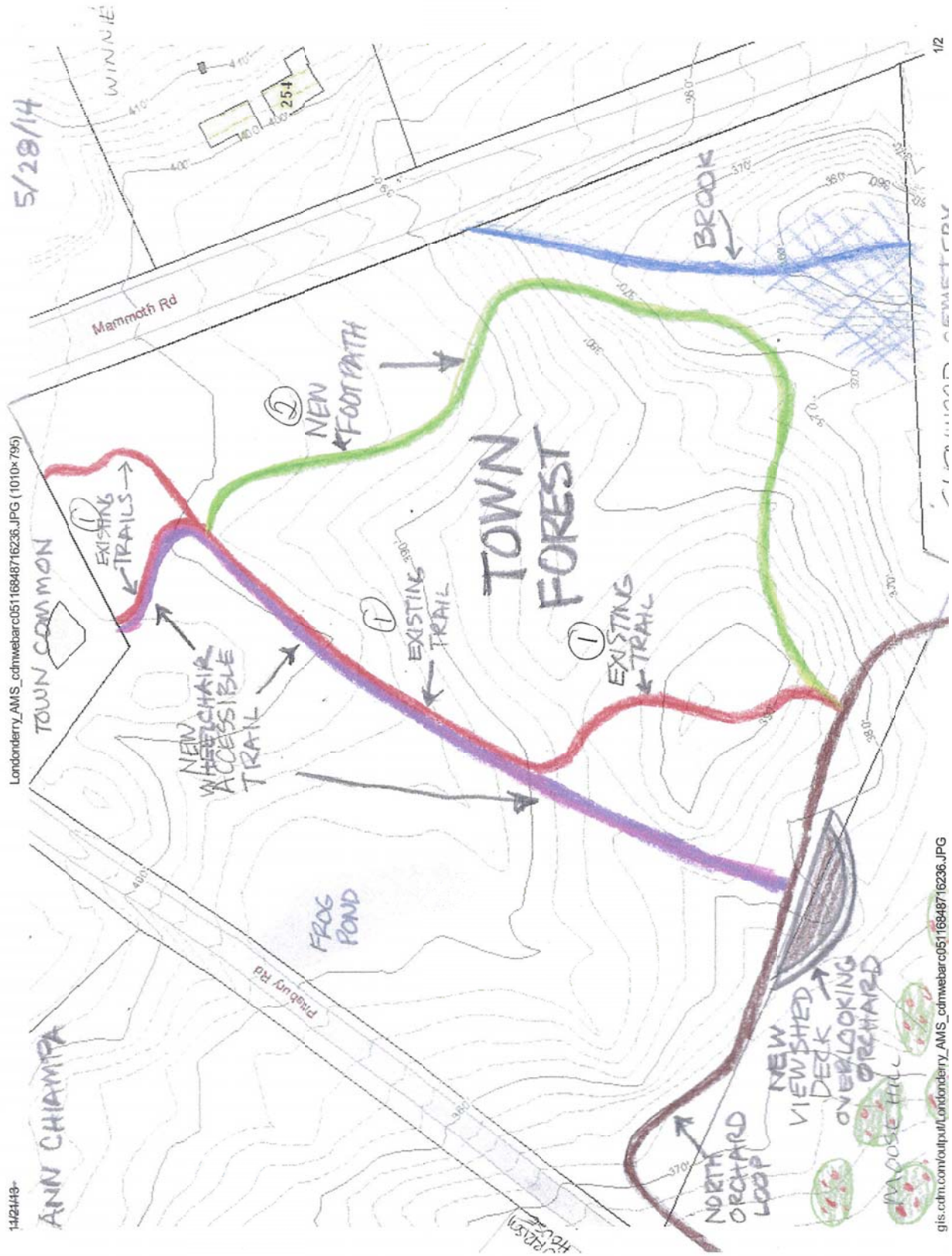
Meeting adjourned at 10:05.

Draft

Londonderry Master Plan Measures of Success

<u>Goal</u>	<u>Measurements (outcomes oriented)</u>
<u>Forever Green</u>	<u>% of land protected (permanent or temporary)</u> <u>% of residents within 10 minutes of 10 acres of public open space</u> <u>Acres of land open for public outdoor recreation</u> <u>Acres of impervious surface exceeding 10 % in imperiled watersheds</u>
<u>Promote Unique Activity Centers</u>	<u>Acres regulated by mixed use zoning</u> <u>Population of mixed use activity centers</u> <u>Standard deviation of residential sales in mixed use centers (more is better)</u> <u># of businesses within mixed use activity centers</u>
<u>Emphasize Housing Choice & Diversity</u>	<u>Standard deviation of housing stock by square feet (more is better)</u> <u>% of housing stock that is affordable</u> <u>% of residents working outside of Londonderry</u>
<u>Increase Transportation Choice & Walkability</u>	<u>Miles of designated bike lanes and trails</u> <u>Miles of pedestrian walkways and non-recreational or mixed use trails</u> <u>Total miles of public transportation driven per week</u>
<u>Enhance the Municipal Advantage</u>	<u>Total monthly payroll [data available?]</u> <u>Average salary [data available?]</u> <u>Total FTE jobs</u> <u>Equalized valuation per residential household</u> <u>Ratio of FTE jobs to working age residents [or residential units]</u>
<u>Excel In Education & Town Services</u>	<u>% of town road mileage in acceptable or better condition</u> <u>Crimes against persons or property per 1000 residents (annual)</u> <u>Property loss due to fire or flooding per 1000 residents (annual)</u> <u>ISO fire department rating</u> <u>High School graduation rate</u> <u>% of high school grads accepted into colleges/tech schools</u> <u>Standardized test scores (average across schools/grade levels)</u>

Draft



ANN CHIAMPA
MAY 20, 2014

TOWN FOREST

TOWN FOREST TRAIL - #1

- THE FIRST ¾ OF PREVIOUSLY BUILT TRAIL SHOULD BE ACCESSIBLE* FOR PERSONS WITH DISABILITIES. THIS TRAIL STARTS BEHIND BANDSTAND, HEADS SOUTHEAST, THEN CURVES AND HEADS SOUTHWEST IN A STRAIGHT LINE TOWARDS MOOSE HILL ORCHARDS.
- A NEWLY BUILT SECTION OF ABOVE TRAIL SHOULD, INSTEAD OF TURNING SOUTH UP A STEEP INCLINE, CONTINUE STRAIGHT (TOWARDS TREEHOUSE) AND END IN A VIEWSHED DECK FACING WEST, OVERLOOKING THE APPLE ORCHARD AND PUMPKIN PATCH.
- THE DECK COULD BE BOW SHAPED, WITH A LOW CURVED BENCH (RETAINING WALL) FOR RESTING, RETENTION, AND TO ENJOY THE GREAT VIEWS.
- IF PREVIOUSLY BUILT TRAIL WAS MADE ACCESSIBLE*, ALL ABILITIES COULD USE THIS FORESTED AREA..

FUTURE FOREST TRAIL - #2

- FUTURE TRAIL WOULD VEER OFF FROM ORIGINAL TRAIL NEAR BANDSTAND AND HEAD SOUTHEAST TOWARDS BROOK. THIS NARROW, NAURAL, UNPAVED WINDING PATH WOULD GIVE ACCESS TO THE HIDDEN BROOK AREA WITHOUT TAKING ADDITIONAL TREES. BOTH CHILDREN AND ADULTS COULD EXPLORE THE DARK, COOL GULLY, WATER, ROCKS, AND PREVIOUSLY DOWNED TREES ADJACENT TO THE TRAIL.
- THE FUTURE TRAIL WOULD CONTINUE, PARALLEL TO THE WEST SIDE OF THE BROOK, THEN HEAD WEST (BEFORE THE WETLANDS AREA SOUTH) AND CONNECT TO THE FOREST EXIT (USED BY TRAIL "A") THAT LEADS TO ADAMS POND.
- DUE TO ITS INTENTIONALLY NARROW WIDTH AND IRREGULAR SURFACE, THIS TRAIL WOULD NOT BE CONSIDERED ACCESSIBLE*.

FROG POND

- FROG POND IS A WILDLIFE HABITAT – NO SKATING, PLEASE.
- LET THE FROGS BE, IN THEIR SHALLOW POND, OVER-WINTERING IN PEACE!
- MACK'S APPLES HAS TWO PONDS, ONE ADJACENT TO THEIR STORE PARKING LOT, ANOTHER SOUTHWEST OF THE TOWN FOREST THAT HAVE BEEN USED FOR SKATING.

NO PARKING WITHIN TOWN FOREST

* for a person who uses a wheelchair