

Master Plan Implementation Committee

Meeting Minutes

Wednesday, June 25, 2014

Members present: Barbara Mee, Mary Wing-Soares, Chris Davies, Ann Chiampa, Mike Speltz, Deb Paul, Mary Tetreau

Members absent: Ted Combes, Joe Green, Tim Seikmann, Tammy Seikmann, Kevin Smith

Also present: John Vogl, Kirby Wade

I. Call to Order

Meeting called to order at 7:09 pm.

II. Review Minutes from 5/28/2014

C. Davies asked for a motion to approve the 5/28/2014 minutes. M. Speltz and M. Soares offered amendments to correct identified typos. J. Vogl recorded corrections. All approved. D. Paul motioned to approve as amended, M. Speltz seconded. Abstention from M. Soares and D. Paul. Vote: 5-0-2.

III. Review of Discussion regarding Town Common and Town Forest

J. Vogl told the Committee that A. Chiampa had been working on the town forest planning and had been informally presenting her ideas to other boards/committees. He asked her to provide an update. A. Chiampa reiterated her plans from May for accessible trails. C. Davies recognized Kent Allen who presented ideas for a new parking area for up to 36 cars along Pillsbury Road between the stone wall on the north-west edge of the current clearing and the existing wetland area. K. Allen said that he had consulted with Town Engineer John Trottier on this idea and that the two were in agreement that the area provided adequate sight distance and access and could support 36 cars. K. Allen said this was a maximum size for the area and that while earlier plans called for a lot for 17 cars, constructing anything less than the 36 spaces would not be worthwhile. K. Allen said that he had spoken with B. Saur from Trailways and that their experience was that the parking area should be cleared to allow transparency from the street and possibly lit. J. Vogl said that the committee needed to first decide what the spaces would be for and that the projected needs should determine the number of spaces to be constructed. He continued that with the town-owned spaces currently available on Mammoth and Pillsbury Roads, the committee should also look into safety improvements at the intersections to facilitate easier crossing. Members discussed parking issues at ongoing events. All agreed that there were few issues reported during Old Home Days. A. Chiampa said that the people carrying out events like Concerts on the Common had not reported parking issues to her. C. Davies said that the busy streets were barriers for use by residents. M. Speltz said the pedestrian crossing should be looked at. M. Soares said that 30 spaces is probably too much; an amount akin to Kendall Pond might be appropriate. D. Paul said that an earlier committee had identified this same general area for use as a skating rink, given its accessibility to maintenance, safety and low impacts to the existing lawn. She said that idea was to make use of the

natural lay of the land to promote a natural rink that might be surrounded by walking trails in the warm weather months. K. Allen said that this idea may be difficult to realize due to DES permitting requirements. A. Chiampa said this idea resulted in cutting down a lot of old, mature trees. M. Soares said the rink should be relocated to the existing clearing off of the Common where it would result in fewer trees being cut. Members discussed safety access to this location. All agreed that the sightlines into the parking and skating areas should be preserved for safety. A. Chiampa said that parking could be located in the existing landing area created during the most recent forest cut. M. Speltz reminded the group that the Master Plan visuals showed a path from the Mammoth/Pillsbury intersection into the Common, encouraging people to enter the space through the managed intersection. He asked members to revisit the idea of an access street south of the bandstand to further define the common and allow for space for amenities including a warming hut, coffee shop, ice cream shop, snack venue, etc. C. Davies recognized Richard Flier. R. Flier expressed that his experience with skating rinks was that parking could be off-site but there needed to be a drop-off spot near the rink for kids to accommodate families with young children. Members continued to discuss alternate locations for parking and the skating rink. D. Paul said that in all her experience with activities and events on the Common she has never heard complaints or issues with parking. Members discussed the idea of accessible trails. A. Chiampa presented materials from Crotched Mountain that demonstrated a network of accessible trails. She said that these could be replicated in the Town Forest. M. Speltz said that accessible trails are not appropriate for Musquash but would be a good fit for the Town Forest. J. Vogl said the trails should be considered as the start of a larger network that extends not only around the orchards and school facilities but also along the Apple Way. B. Mee said that this group was not tasked with identifying the details of siting infrastructure but rather identifying future uses; the discussion should step back a little. C. Davies said that future processes involving more public input should take place. This might involve a third party contractor to facilitate meetings and to devise a series of concept plans. He said that this group (MP Implementation Committee) should try to find consensus and report that to the Planning Board. J. Vogl said that the Town Manager and Council were looking for big ideas that might inform the decision on how to best manage the properties. He said he had noted some themes that could represent committee consensus. C. Davies said that these themes might be passed along to a landscape architect to draft scenarios for the committee and public to react to. J. Vogl said that the group consensus was that the Town Common/Town Forest should be studied per the following principles:

- Add trail network through Town Forest
- Add a winter skating rink in the open area of the Town Forest off the Town Common
- Provide universal accessibility
- Do not develop in such a way that precludes future enhancements as depicted on the Master Plan visuals
- Keep the green area at the Pillsbury/Mammoth intersection open
- Keep open possibility for new buildings for concessions per the Master Plan visuals
- Possible expanded parking area per a pull-in fashion utilizing access from Pillsbury Road
- Retain as many existing trees as possible

C. Davies asked for a motion to accept the principles as committee consensus. M. Soares made a motion to accept the items as consensus. M. Tetreau seconded. All voted affirmatively.

K. Allen invited members to walk the town forest. All agreed this would be an appropriate action before the next meeting. K. Wade suggested she could coordinate times for people to get together and walk the area.

IV. Presentation on projects in Airport Industrial Area

C. Davies announced that he had asked for an update on projects currently underway in the Airport Industrial Area. J. Vogl said that he would report on 3 projects that are making their way through the Planning Board process, including FedEx, MiltonCAT and Prologis. He said that the area was building out at a rapid rate; FedEx had broken ground and was currently under construction and both MiltonCAT and Prologis were in design review. The latter project will construct roughly half of Pettengill to provide access to their property and to the remaining undeveloped acreage in the north and south extents of the area. He said the road construction would be a two-lane road but that this was appropriate given the projected traffic volumes from the realized construction. Road construction will take place within the planned ROW and per the Town's engineering plans. D. Paul asked about the TIF district. J. Vogl said the district had been approved by the Town Council and was in place. He said the TIF provides a tool to complete the build of Pettengill Road, the costs of which have decreased significantly since half the road will be constructed by the private sector. D. Paul expressed that she believed the TIF District did not exist as no public vote was taken. M. Soares concurred. J. Vogl explained that the Council creates a district and had done so; a vote to float a construction bond requires a town vote and no vote had been forwarded at this time. A. Chiampa asked if more intersections will be developed along the roadway. J. Vogl said it was possible but the preference was to limit access points to the feeder streets that would be developed to access property both north and south of the current build sites.

V. Committee feedback on projects/project tracking matrix

Members discussed the project tracking spreadsheets. M. Speltz presented comments that amended the Budget Allowance and Other Partners columns to improve clarity, eliminate non-functioning committees and to be more inclusive of partners. Members discussed the quality of life indicators. J. Vogl said he had received feedback from Art Rugg for some additions including the cost per resident of providing government services and the commercial/residential tax balance. J. Vogl said he would update. Members discussed the other values and potential data sources, including measures of affordable housing. J. Vogl said he would identify as much information as he could and fill in data sources and establish baseline values.

M. Speltz said the Town still needed to prioritize actions to be completed. He said a place to start might be to review the list of studies to be completed and see if they can provide guidance on other steps and should be advanced through the budget process. All agreed the list of studies should be reviewed and discussed at the next meeting.

VI. Other Business

No other business. Next meeting scheduled for July 23, 7:00 pm, possibly following a site walk at the Town Commons.

VII. Adjourn

M. Soares made a motion to adjourn at 9:45pm. Seconded by D. Paul. All voted affirmatively. Meeting adjourned at 9:45pm.

Minutes recorded by John Vogl