1   **LONDONDERRY, NH MASTER PLAN STEERING COMMITTEE MINUTES OF THE**
2   **NOVEMBER 28, 2012 MEETING IN THE MOOSE HILL COUNCIL CHAMBERS**
3
4   Members Present: Leitha Reilly, Chair and Planning Board Representative; Marty
5   Srugis, Vice Chair and Heritage Commission Representative; Joe Green, Town
6   Council Representative; Lisa Whittemore, Budget Committee Representative; Larry
7   O'Sullivan, Zoning Board of Adjustment Representative; Mary Soares, Alternate
8   Planning Board Representative; Mike Speltz, Conservation Commission
9   Representative; Bob Saur, Londonderry Trailways Representative; Deb Paul,
10 Business Community Representative; Mary Tetreau, At Large Representative
11 (North); and Barbara Mee, At Large Representative (Central)
12
13 Also Present: Town Planner Cynthia May, ASLA; GIS Manager John Vogl; Planning
14 and Planning and Economic Development Department Secretary Jaye Trottier; and
15 (via Skype) Brian Wright and Matt Noonkester of Town Planning and Urban Design
16 Collaborative (TPUDC)
17
18 **I. Call to Order**
19
20 Leitha Reilly called the meeting to order at 7 PM.
21
22 **II. Approval of Minutes (September 26, 2012; October 24, 2012 Steering**
23 **Committee Meeting Minutes; and October 24, 2012 Citizen Workshop**
24 **#3 Minutes)**
25
26 On page two of the September 26, 2012 minutes, M. Speltz suggested that
27 although the words "priority" and "priorities" (lines 110 and 128 respectively)
28 were used in the discussion of the implementation matrix, they should be
29 changed to reflect the issue as one of a sequence of tasks, as opposed to
30 implying that any one task is more important than the other. **M. Soares made**
31 **a motion to approve and sign the minutes from the September 26, 2012**
32 **meeting as amended. B. Saur seconded the motion.** No discussion. **Vote**
33 **on the motion: 9-0-1.** (M. Tetreau abstained as she was absent from the
34 September 26, 2012 meeting).
35
36 **B. Saur made a motion to approve and sign the minutes from the**
37 **October 24, 2012 meeting. M. Srugis seconded the motion.** No
38 discussion. **Vote on the motion: 8-0-2.** (L. O'Sullivan and M. Speltz
39 abstained as they were absent from the October 24, 2012 meeting).
40
41 **M. Tetreau made a motion to approve and sign the minutes from the**
42 **October 24, 2012 Citizen Workshop #3. B. Mee seconded the motion.**
43 No discussion. **Vote on the motion: 8-0-2.** (L. O'Sullivan and M. Speltz
44 abstained as they were absent from the October 24, 2012 meeting).
45
46 [L. Whittemore arrived at 7:36].

47
48   **III. Review of the Final Master Plan Document**
49
50   B. Wright and M. Noonkester noted that this draft, delivered on November 20,
51   incorporates input received at both the October 24 Citizen Workshop #3 and
52   the subsequent October 24 meeting. More local photographs were also
53   included, as was a diagram per the Steering Committee's request to accompany
54   the implementation matrix.
55
56   Resident Ann Chiampa left the meeting at approximately 7:30 PM after
57   reiterating her objection with the first full sentence in the second column on
58   page seven (i.e. that "Many residents interviewed at Planapalooza overcame
59   misgivings about the suburban character of the Town because enrolling their
60   children in the Londonderry school system was more important to them). The
61   sentence, she said, reflects negatively on the town since her observation is that
62   not only did most residents move to Londonderry because of the school system,
63   but also precisely because of the rural, suburban character of the town. M.
64   Srugis brought up a procedural question about "back and forth" with the public
65   and the potential for a "running debate." The Chair responded with her
66   decision to hold public comment until the end. B. Saur made a public invitation
67   to residents watching the live broadcast to attend and provide their input.
68
69   Additional changes were discussed and decided upon as follows:
70
71   • Steering Committee members will continue to forward typographical
72   errors to staff.
73
74   • Date all sources throughout the document and place them consistently
75   on each page (e.g. left or right justified). Add a notation at the
76   beginning or end the document explaining that when multiple sources
77   are listed at the bottom of a page, they refer to all the items located
78   there, not just to the specific item under which they are placed.
79
80   • Page 7, second column, first full sentence: The word "many" was
81   challenged for its accuracy. TPUDC confirmed that citizen input was the
82   genesis for that statement. Consensus: Do not remove the word
83   "many."
84
85   • Pages 28-29:
86   o Note the source used for the "Timeline of Londonderry, NH," i.e.
87   Marilyn Ham's *History of Londonderry* as included in the 2004
88   Master Plan.
89   o Add the adoption of the Town Charter in 1996 to the timeline, as
90   well as the construction and opening of the High School in 1978
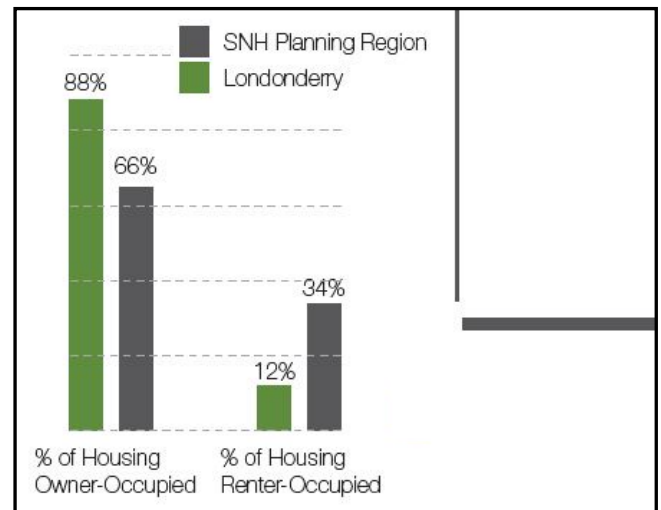91   with a corresponding picture). Remove the reference to the

92   organization in 2007 of the Housing Task Force to create the
93   necessary space.

94   • Page 48: Move the legend for the graphic in the lower left hand corner of
95   the page (regarding owner versus renter-occupied housing) to the upper
96   right hand corner of that bar graph, i.e.:

97

98   Before: After:
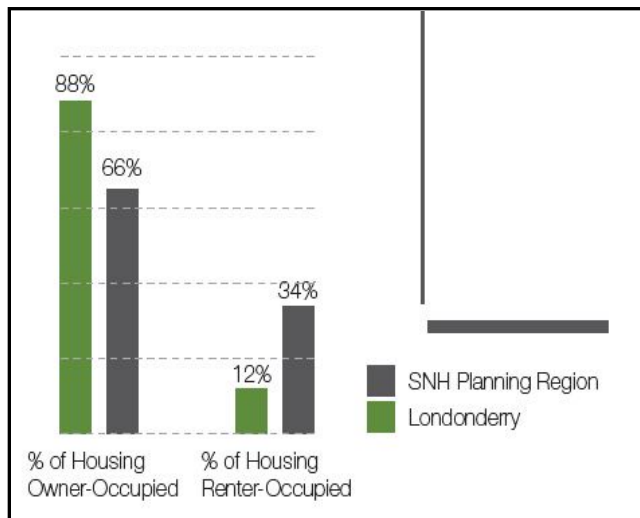
110   • Page 49: Add the words "of the 13 in the Southern New Hampshire
111   Planning Region" to the mid-page graphic on the right hand side, after
112   the words "Londonderry is the most affluent municipality per capita."

113   • Page 54:

114   o First column; reduce the size of the space before the last
115   sentence.

116   o Second column; delete the last sentence under the "Little Cohas
117   Marsh," and replace with "Public access will be provided by the
118   envisioned Rail Trail which runs through the area".

119   • Page 55, first column, under the "Estey Conservation Easement":
120   Remove "since it is not in Town ownership" in the middle of the last
121   sentence.

122   • Page 60:

123   o The inclusion of the Levels of Service A, B, E, and F was
124   questioned since no roads in Londonderry meet those levels.
125   Consensus: Keep all Levels of Service to provide perspective and
126   information.

127   o   Change heading of the last paragraph from "Level of Service &
128   Traffic Counts" to "Average Daily Traffic Volumes."
129

130   •   Page 67, second column, second full sentence: Include the Londonderry
131   Youth Soccer Association (LYSA) and Londonderry United Soccer Club
132   (LUSC) in the list of groups that maintain recreational land. Identify all
133   groups in that sentence by their acronym to be consistent.
134

135   •   Page 68; Add the ALERT team with a brief description of their purpose to
136   the Hazard Mitigation page.
137

138   •   Page 69, second column: Add the year the "Hazard Mitigation Goals for
139   the Town of Londonderry" were established to that heading to make it
140   clear that they are not recommended goals but are already in existence.
141

142   •   Page 76, bottom graphics: Add an explanation of the meaning of the
143   stars associated with the two development scenarios; e.g. "The number of
144   stars indicates the degree of consistency in each category with each
145   Guiding Principle."
146

147   •   Pages 74 and 75: Move the legend of each map further down on the page
148   so they do not cover the southwest corner of town since it is later
149   identified as a key growth sector (p. 153).
150

151   •   Page 79, third sentence: Add the words "of the six" before the words
152   "five Guiding Principles from this Comprehensive Master Plan."
153

154   •   Page 153:

155

156   o   The proposed moderately intensive development southwest of
157   Scobie Pond is inappropriate given the area's difficult access,
158   surrounding wetlands, and value of the land as a protective buffer
159   to the water quality of both Scobie Pond and the large wetland
160   northeast of route 28. TPUDC responded that eliminating that
161   proposed area of development would cause major changes to
162   population and employment projections that would ripple
163   throughout the plan, making it impossible to deliver a final draft on
164   time.

165

166   o   Include language regarding conservation protection to the
167   descriptions of the Growth Sectors so they are consistent with the
168   Green Print map on page 193. The wording, however, should not
169   imply any kind of land taking on the part of the Town. (Staff will
170   create new language)

171   o First column; under "O-2 Reserved Open Sector," strike the words
172   "candidate open space from the Open Space Task Force Report."

173   o It was noted that some aspects of the map have changed since the
174   last draft that perhaps should not have (beyond a change in some
175   of the colors). Staff worked with Steering Committee members
176   after the meeting to verify and address this.

177

178 • Pages 158- 159: It was suggested to add an eighth use to allow for
179   residential uses that support the Pettengill Road Industrial Village.
180   Consensus: The issue is one that would be more appropriately discussed
181   during the implementation of the plan, specifically if and when the zoning
182   ordinance is amended.

183

184 • Page 209, first column, second paragraph: Define what the "ISO Rating"
185   is and explain the importance of improving it.

186

187 • Page 211 (Regulatory Flow Chart):

188   o Add the newly created "Master Plan Implementation" flow chart as
189   page 212. Although it was previously discussed that the chart
190   should be an addendum to the Master Plan so as to allow for the
191   ability to amend it after adoption of the Master Plan, it was decided
192   that with some small edits, it could be included as page 212;

193   ➢ Replace the words in the first gray box on the left from
194   "Enhance the Municipal Advantage," (since it is a guiding
195   principle), with the words "Promote Partnerships to Foster
196   Economic Development."

197   ➢ Add a blue box to the left of "Formation of Implementation
198   Plan/Committees" that states "Coordinate with Town Boards
199   and Committees," with an arrow pointing in both directions
200   between the two.

201   o Add descriptions to each chart to explain that the Regulatory Flow
202   Chart identifies the legal relationship of the Master Plan within the
203   local and State framework and that the Master Plan Implementation
204   flow chart describes how concepts in the Master Plan can become
205   Town policy.

206

207 • It was suggested to add some form of numbering or lettering to the
208   implementation matrix to allow an implementation committee to more
209   easily sort the excel spreadsheet. Consensus: Do not add anything
210   because it may imply priorities which are entirely up to the
211   Implementation Committee.

212

213 **IV. Next Steps**

214
215   Staff will assemble the edits and forward them to TPUDC who will in turn
216   generate a revised pdf draft for the Committee to review. The January 3, 2013
217   meeting may not be necessary, but will remain on the schedulec.
218
219   **V.   Adjournment**
220
221   **J. Green made a motion to adjourn the meeting. D. Paul seconded the**
222   **motion.**
223
224   The meeting adjourned by consensus at 11:05 PM.
225
226   Respectfully submitted,
227
228
229
230   Jaye Trottier, Planning & Economic Development Department Secretary