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**Sandown Planning Board  
Minutes  
February 7, 2012**

**Date:** February 7, 2012

**Place:** Sandown Town Hall

**Members Present:** Mark Traeger – Chair, Donna Green—Vice Chair, Fred Daley, Ed Mencis, Alternate Ernie Brown, Alternate Matt Russell

**Also Present:** Recording Secretary Andrea Cairns

**Absent:** Steven Meisner, Hans Nicolaisen - Ex-Officio

**Opening:** Mr. Traeger opened the meeting at 7:03 p.m.

Several members of the public were in attendance.

Mr. Traeger explained that the meeting was a visioning session for the master plan. The meeting was being hosted by both the Planning Board and the Master Plan Advisory Committee.

Mr. Daley introduced members of the Advisory Committee and gave an overview of project thus far. Mr. Daley noted that Dan Reidy from the UNH Cooperative Extension and Julie LaBranche from Rockingham Planning Commission have been helping the committee with their efforts and would be facilitating the meeting.

Ms. LaBranche introduced herself to the group and reviewed the agenda for the evening.

Members of the public introduced themselves.

Ms. LaBranche gave members of the audience a slide presentation that incorporated a condensed summary of the areas that ranked highest on the public survey that was completed by the Master Plan Committee. (See attachment)

Ms. LaBranche noted that approximately 126 people completed the survey, which was roughly 4% of the population of Sandown. She also noted that was a typical response rate for surveys.

Ms. LaBranche reviewed the major findings. There was no discussion from the audience on these points.

***Economic Vitality***

Ms. LaBranche reviewed the Economic Vitality section. She noted that the Energy Committee would be bringing forward a draft of a new energy chapter which would include assessments and an inventory of buildings in town.

Some of the other survey results discussed within economic vitality included:

46

47 *83% of people supported development of alternative energy sources for municipal*  
48 *facilities.*

49 Mr. Traeger noted that the use of solar energy was being considered and Mr. Mencis  
50 noted that the town garage has a waste oil burner.

51

52 *67% of people supported redevelopment of existing structures.*

53 Mr. Daley noted that the school district was considering combining Sandown Central and  
54 Sandown North students at Sandown North which would leave Sandown Central School  
55 vacant. He also noted there was some town owned land as well.

56

57 *54% of people support selling appropriate town-owned vacant land to stabilize or reduce*  
58 *the tax rate.*

59 Mr. Traeger noted that the last inventory of town-owned land was approximately 104  
60 acres. He noted there are some land locked parcels. Mr. Mencis suggested offering those  
61 parcels to adjacent land owners to bid on. Ms. LaBranche noted that there needed to be a  
62 plan to move forward with either managing or selling the properties.

63

64 *51% support making more land available for commercial development to stabilize/reduce*  
65 *tax rate.*

66 Ms. LaBranche noted that a future land use plan could entail rezoning to expand  
67 commercial areas.

68

### 69 ***Community Character***

70 Ms. LaBranche noted that residents stated strongly by their responses that this is  
71 important to them.

72

73 Ms. LaBranche asked the group if there was an inventory of historic structures in town.  
74 Mr. Doug Martin noted that there were two structures on the national historic list, there  
75 are a lot of residential structures that date back to the colonial days. He also noted that  
76 there are five historic mill sites and cemeteries that would qualify for historic  
77 preservation.

78

### 79 ***Community Facilities/Infrastructure***

80 Ms. LaBranche reviewed this section.

81

82 *79% Public transportation is not very important or not at all important.*

83 Ms. LaBranche noted that public transportation could be done so that it's not a town  
84 owned facility. There are services that can come from outside the town to provide public  
85 service.

86

87 Ms. LaBranche also noted that the availability of park and rides or ride share  
88 opportunities in the town would be part of a public transportation system. The town  
89 doesn't need to fund them. Ms. LaBranche noted that some towns use church parking  
90 areas for these purposes.

91

92 ***Housing***

93 Ms. LaBranche reviewed this section.

94

95 A member of the audience noted that the current zoning doesn't distinguish between  
96 mobile homes and manufactured housing, noting that technology has done a lot for the  
97 manufactured home industry.

98

99 ***Natural, Recreational and Historic Resources***

100 Ms. LaBranche reviewed this section.

101

102 ***Energy, Wildlife & Habitat, Transportation, Future Land use and Population***

103 Ms. LaBranche noted that there are new chapters being drafted for Energy and Wildlife  
104 and Habitat. Both chapters will be made available on the website.

105

106 Mr. Traeger suggested a plan to reduce taxes for alternative energy; if someone installed  
107 a windmill or solar panel, they could either get a reduction on their taxes or not have any  
108 tax impact. Ms. LaBranche noted that several towns have done that, giving 100% tax  
109 exemption for the upgrades.

110

111 ***Transportation***

112 Ms. Brown from recreation noted that transportation to medical appointments is given  
113 first priority when services provide rides for seniors. When seniors are no longer able to  
114 drive, they still have places to go that aren't a medical appointment and there is a lack of  
115 services for these needs.

116

117 ***A Community Vision***

118 Ms. LaBranche pulled out areas from the 2005 survey to go through and discuss whether  
119 they have been completed or not.

120

121 Ms. LaBranche suggested as a volunteer day to form an energy core which could include  
122 people with electrical or building skills that would be willing to donate their time. They  
123 could bulk purchase programmable thermostats, weather stripping and could install them  
124 for those in need to make their homes more energy efficient.

125

126 ***Fostering Healthy Families, Individuals, Youth and Lifelong Learning***

127 The group discussed whether the town needed to hire a grant writer. Mr. Mencis  
128 suggested going in with another town to hire someone and share the costs of hiring a  
129 person with the knowledge to write grants. Most of the towns would be looking for the  
130 same grant opportunities.

131

132 The group discussed having bike paths or sidewalks in town. Mr. Martin suggested  
133 utilizing the recreation trail that exists for motorized vehicles and possibly alternate  
134 weekends so that non-motorized use could share the trail.

135

136 The group took a break. During the break, Ms. LaBranche gave all attendees three  
137 stickers to identify the areas within the community vision section that they felt were the

138 three most important elements for them. She then compiled the results and posted the top  
139 four areas that the group felt was most important.

140

141 1. Small New England Character

142 2. Support selling town owned vacant land

143 3. Implement energy conservation measures

144 4. Natural setting important, quality of schools, and protecting water resources for  
145 recreational use

146

147 Mr. Reidy asked the group if they were distinct areas of concern or if there was any  
148 connection between them.

149

150 *Small New England Character was addressed first. Some of the points discussed include:*

151

- Lack of a town center

152

- Parking lots are very visible, not attractive

153

- There is a need for a public gathering area and for events

154

- Somehow enable activity and mobility in town center

155

- Safety on 121A during events

156

- Better access, circulation, parking for events

157

- Lack of support to purchase property for public use

158

- Add sidewalks and lighting

159

- Need to create a plan around what we have

160

- Identify what is needed to make a town center work

161

- Street improvements – trees, etc.

162

- Lack of support from the community – need a well-defined vision

163

- Phased approach with concept designs

164

- Limited opportunity for private investment to create a town center

165

- Residents don't know about facilities the town has (meeting house, depot)

166

- Use train depot as a focal area of public activity

167

- Increase revenue to support land purchase in town center (sell town land, earmark  
168 money for town common area)

169

- Identify financial resources to support projects

170

- Financing planning to accomplish goals

171

- Make better use of what exists

172

- Features – historic markers, stone walls

173

174 Ms. LaBranche noted that since 1980, the town has gone from just over 2,000 in  
175 population to over 6,000. The group felt the increased population did not make the town  
176 feel different. Ms. LaBranche noted that the town's maximum population at projected  
177 build-out could be 12,000.

178

179 Mr. Steve Brown noted he was willing to be the Selectman's representative if there was a  
180 committee formed to address the town center.

181

182 The group felt another visioning session would be appropriate.

183

184 Mr. Daley noted they needed an additional member on the Master Plan Advisory  
185 Committee. If anyone was interested, they could contact him directly

186 [fdaley@sandown.us](mailto:fdaley@sandown.us).

187

188 Ms. Green left the meeting

189

190 The discussion convened.

191

### 192 **Other Business**

193 Mr. Mencis noted for the Planning Board that he did a synopsis of the zoning  
194 amendments at the deliberative session.

195

### 196 **Review of Minutes**

197 **MOTION:** Mr. Russell made a motion to postpone reviewing the 1/17/12 minutes to the  
198 next meeting. Mr. Mencis seconded the motion. The Board voted in the affirmative. The  
199 motion passed.

200

### 201 **Twitchell's Way**

202 Mr. Traeger noted for the Board that when he reviewed the mylars, he found a mistake on  
203 condition 15. The condition stated that RCCD would take over the easement which was  
204 incorrect. Mr. Lavelle changed the condition to say that the Sandown Conservation  
205 Commission would take the easement. Mr. Traeger and Ms. Green met with Mr. Brown  
206 and Mr. Lavelle on 2/7/12 to discuss the wording and review the mylars together. The  
207 language for the condition was still a bit vague, so Mr. Lavelle and Mr. Brown agreed  
208 they would write a letter to clarify the language.

209

210 Mr. Brown stepped down at 9:35 p.m.

211

212 Mr. Brown passed the letter around to the Board to review.

213

214 Mr. Traeger noted that in September 2007, the board granted the easement to the  
215 Sandown Conservation Commission, but no one told the Conservation Commission of  
216 that decision.

217

218 Mr. Traeger noted there was also an incorrect date on the mylar. The mylar stated that the  
219 CUP was granted on April 17, 2007, but the meeting was actually held on April 24, 2007.  
220 The Board agreed that wasn't an issue.

221

222 Mr. Traeger noted that Ms. Green reminded him that in the Planning Board bylaws, all  
223 mylars are to be signed at a Planning Board meeting.

224

225 Mr. Russell noted he was not comfortable with the letter.

226

227 Mr. Traeger noted that Mr. Brown is putting deed restrictions referencing the limited cut  
228 area on the individual deeds.

229

230 Mr. Russell felt it was not a good way to document the easement and didn't feel they  
231 should have to rely on the Conservation Commission to do the monitoring. He noted that  
232 the town may not always have a conservation commission to monitor easements. He also  
233 noted that it is the policy of the Sandown Conservation not to hold easements.

234

235 Mr. Traeger noted that since the 2007 Board voted for those conditions, they can't change  
236 the conditions now, but can only act on the letter at this time.

237

238 Mr. Traeger reminded the Board how important the language in motions is. The language  
239 needs to be succinct with motions and conditions and the Board's intent needs to be  
240 captured in the minutes.

241

242 Mr. Russell noted that if this kind of situation were to come before the Board again, the  
243 town has been advised to have one deed, one piece of property monitored by a third party  
244 other than the Sandown Conservation Commission.

245

246 **MOTION:** Mr. Mencis made a motion to give Mr. Traeger the authority to sign the  
247 mylar for Twitchell's Way and use the letter addressed to the Sandown Conservation  
248 Commission dated 2/7/12 to convey to the Sandown Conservation Commission, the  
249 monitoring rights granting access to the Sandown Conservation Commission for the  
250 purpose of monitoring the "limited cut area" as shown on the plan. Mr. Daley seconded  
251 the motion. Mr. Mencis, Mr. Daley, Mr. Traeger voted in the affirmative. Mr. Russell  
252 opposed. Mr. Brown stepped down. The motion passed.

253

254 **MOTION:** Mr. Russell made a motion to adjourn. Mr. Daley seconded the motion.

255

256 The Board discussed signing the mylar at that meeting.

257

258 Mr. Russell rescinded his motion to adjourn. Mr. Daley rescinded his second to adjourn.

259

260 Mr. Traeger read note number 15 from the mylar, noting that the letter from Mr. Brown  
261 was the instrument of granting access to the Sandown Conservation for the purpose of  
262 monitoring the "limited cut area" as shown on the plan.

263

264 Mr. Traeger signed the mylar for Twitchell's Way.

265

266 **MOTION:** Mr. Daley made a motion to adjourn. Mr. Russell seconded the motion.


267

268 The Board voted unanimously in the affirmative. The motion passed. MEETING

269

270 ADJOURNED AT 10:00 P.M.

271

Respectfully submitted,  


272

Andrea Cairns, Recording Secretary



## Town of Sandown Master Plan Vision Chapter Public Meeting, February 7, 2012

Sandown  
Master Plan Survey Summary  
[October 2011]

### MAJOR FINDINGS

- Protecting Sandown's natural amenities and water resources was a high priority for respondents.
- Respondents supported policies to stabilize the property tax rate, including redevelopment and commercial development, sale of town land, and implementing energy conservation measures.
- Overall, respondents support a diverse mix of housing, to include affordable options for seniors and working families.

## ECONOMIC VITALITY

- 88% Implement energy conservation measures for municipal facilities
- 83% Should develop alternative energy sources for municipal facilities
- 67% Should facilitate redevelopment of existing structures
- 58% A gas station would have a positive impact on the town
- 54% Support selling appropriate town-owned vacant land to stabilize or reduce the tax rate
- 52% Should facilitate new construction in downtown
- 51% Support making more land available for commercial development to stabilize/reduce tax rate
- 47% Economic development beyond downtown should be encouraged
- 71% ***Do not/not at all support*** commercial or mixed use buildings > than 4 stories in downtown
- 63% ***Somewhat do not/not at all support*** shopping plaza developments outside of downtown
- 50% ***Strongly disagree*** or ***somewhat disagree*** that a tax rate similar to past rates is acceptable



## COMMUNITY CHARACTER

- 95% Natural setting is important to making Sandown a desirable place to live
- 94% Small New England character is important to Sandown as a place to live
- 93% Town should do more to preserve historic structures
- 91% Sense of community was very important or somewhat important the quality of life in Sandown
- 86% Quality of schools was important to the quality of life in Sandown

# COMMUNITY FACILITIES / INFRASTRUCTURE

- 68% Expanded community recreational center would enhance residents' quality of life
- 57% School and the library are excellent or good
- 53% Transfer station is excellent or good
- 50% Fire and rescue stations are excellent or good
- 22% Police station as excellent or good
- 45% Athletic playing fields as excellent or good
- 31% Indoor recreation facilities as excellent or good
- 79% Public transportation is *not very important* or *not at all important*
- 9 persons - Identified the intersection of 121A and North Road as a hazard  
Several other Main Street intersections identified as hazards

## HOUSING

- 90% Encourage development of single family homes
- 76% Support more flexible options for 'in-law' apartments
- 75% Support policies that enable seniors on a limited or fixed income to stay in Sandown
- 64% Support more affordable housing options for seniors
- 63% Encourage development of more duplexes
- 61% Encourage more affordable housing for young families
- 89% **Disagree** the town should encourage mobile homes and mobile home parks

# NATURAL, RECREATIONAL, AND HISTORIC RESOURCES

- 95% Protecting drinking water sources
- 89% Protecting water resources for recreational use
- 90% Should support homeowner and community gardens
- 89% Protect agricultural lands for current or future food production
- 91% Support the production and sale of local agricultural products
- 78% Establish downtown architectural design standards
- 83% Install signage to identify historic buildings and places
- 67% Town should play a role in encouraging less consumption

## **ENERGY**

**Concerns:**

**Opportunities:**

**Benefits to the Community:**

## **WILDLIFE & HABITAT**

**Concerns:**

**Opportunities:**

**Benefits to the Community:**

# TRANSPORTATION

**Concerns:**

**Opportunities:**

**Benefits to the Community:**

# FUTURE LAND USE AND POPULATION

**Concerns:**

**Opportunities:**

**Benefits to the Community:**

## **2. A Community Vision (6 Community Profile Components)**

### **I. Informed Citizen Participation and Effective Community Leadership**

#### **A) Vision for the Future:**

- i. Encourage the media to communicate to demographics and new people in town.
- ii. Establish a town web site with all information.
- iii. Establish a community newsletter.
- iv. Evaluate the existing form of town government.
- v. Have citizens be more involved and aware of community issues.
- vi. Aggressively communicate town events.
- vii. Televisе town and committee meetings; have regularly scheduled “news”.
- viii. Have a Volunteer Day to let citizens know what opportunities are available.

#### **B) Key Issues for Now and the Future:**

- i. Look into town management and other forms of government/future leadership.
- ii. Improve our ways of informing the citizenry about community events as well as government and volunteer opportunities (improving communication).
- iii. Review the need for a pre-meeting for deliberative session to increase participation (and efficiency) and inform citizens.
- iv. Review methods to educate/welcome new citizens in town (volunteer, private or public).
- v. Prepare a solid plan for leaders to look to for guidance for future of our town.

## II. Fostering Healthy Families, Individuals, Youth & Lifelong Learning

### A) Vision for the Future:

- i. Review the need to hire community a grant writer.
- ii. Create/coordination/centralize resource information for youth/families
- iii. Strive to create a well-planned physical facility as central resource for community (e.g. community center).
- iv. Review the need for facilities/programs for teens (including providing transportation).
- v. Expand recreation programs and facilities to new areas.
- vi. Provide safe walking/biking area(s).
- vii. Incorporate educational programs with recreational.
- viii. Have recreational programs integrate/include all age groups.
- ix. Decentralized recreation programs/areas.
- x. Improved vehicles for communication (e.g. town newsletter).

### B) Key Issues for Now and the Future:

- i. Improve town wide communication and information –broad based.
- ii. Plan for a community building/social center (physical place).
- iii. Encourage community – building-relational (foster sense of community; strong and healthy families and community).
- iv. Provide access to and information regarding Health/Human Services and education for all ages.

Provide for additional age appropriate recreational facilities.