

WASHINGTON PLANNING BOARD
Master Plan Subcommittee – Working meeting
Minutes
November 19, 2013

Committee members present: Lolly Gilbert, Carolyn Bullock, Jean Kluk, Annie Bissonnette, Bob Williams, Steve Terani and Nan Schwartz.

1.0 The meeting was called to order by Jean Kluk at 3:30 PM, in the Town Hall.

2.0 Kluk opened the meeting and said we received 4 surveys with postmarks after the cutoff date of October 31st. We decided we will not count the data. We discussed opening the envelopes but decided after discussion that we wouldn't since we weren't going to count the data. Kluk will keep the unopened envelopes archived with the other surveys we received.

3.0 We reviewed the draft survey reports and comparison reports that Kluk sent by email for our review. She wanted to know which reports we wanted to release to the public. She feels that some of the comparison reports are mainly for the Planning Board and Selectmen's use. We looked at the Comprehensive report, which is 77 pages long. Bissonnette had a few observations; the charts overwhelmed her. She wanted to know if it is sensible to make a comprehensive copy to have on file in the Selectmen's office and Library for transparency. Williams thought there is too much information and the report is too long with too many comments. He said that Goshen's report is just the data and much shorter. Bullock commented that she hadn't looked at other town's surveys but maybe we should do a version with data and graphs but no comments. She also thought we could ask the regional planning commission what other towns do. Terani asked what is our objective? How are we going to use this? Kluk said that if we filled out the survey wouldn't we be curious and want to see what was said. Terani said that his problem with the town is communication. Kluk said that there is nothing incriminating in the survey comments and if people are curious enough to read it they can. Williams is worried that there are some targeted comments that might make people upset or open issues to discussion. Gilbert said if people want to see the whole thing they should be able to. Bissonnette asked what we are doing with the information. Kluk said the Planning Board will use the information to figure out how to move forward. Bullock thought we could lose the comment pages and just give the data. Williams felt we could summarize the comments and give the themes that come out. Kluk felt that the comments lose impact when they are summarized. It is best to read them as they were written. Kluk suggested we make the full report available on the PB website and make a few printed full reports available around town. It was suggested to split the comprehensive report into 2 parts. The data report would be 46 pages and the vision report (comments) would be 31 pages. Everyone liked this idea. Bullock asked if we could get rid of the dates in the right hand column since they don't have any relevance. Everyone agreed and Schwartz will do that. We discussed we could also get rid of the "other" category on page two by filtering out the notation of "paper". Kluk will rerun that chart and Schwartz will add it to the pdf. Bullock wanted to add a coversheet to the two reports, this was agreed to. Kluk asked if everyone thought the bar graphs were OK and everyone thought they were. The colors also work well in a black and white copy. We will print a few in color, but the rest will be printed in B&W.

Kluk asked if we want to run any more comparison reports before we shut down the Survey Monkey site. She had run 4 demographic and 2 vision reports. When reviewing them there wasn't a lot of difference but it is good to see. Williams thought we ought to run age and ownership on the data and we all agreed this was a good idea. Kluk will run the reports and email them out.

4.0 We discussed and decided to have a complete set of reports stored on a flash drive and have the two comprehensive reports available on the Planning Board website. We will present the 2 comprehensive reports to the Planning Board at their next meeting. When the work is done to split it into 2 reports it will be emailed to the Planning Board members so they can review it prior

to the meeting. It is our hope that the Planning Board will bless the reports and then we can release them to the public. We will share the list of comparison reports we have run with the Planning Board. Everyone is invited to come to the PB meeting on December 3rd at 6:30PM to present the reports. We will do a presentation of the survey reports to the Selectmen and bring them up to date on where we are in the process after the Planning Board approves the reports, if the PB would like us to.

5.0 We conducted the drawing for the incentive prizes. The winning numbers are:
gs9x9 cd1g9 pt4j1 kc6r1 wm9n9 um1t7 hc9q9 bs3c5 ec8d6 nz1a9
qa4d5 66u2s ab5e9

We assigned each number a prize as it was drawn. Kluk showed us a poster she will put up around town to let people know the winning numbers and who to contact about getting their prize. We decided that any unclaimed prizes would be held to use for the workshops.

6.0 Kluk said our next meeting will be on Tuesday, December 10th at 6:30PM. She contacted Dan Reidy from UNH Cooperative Extension about possibly conducting our workshops and he agreed to meet with us to talk about what services he can provide and costs involved. She has also spoken with Christine Frost at UVLSRPC about doing this and we will set up a meeting with her in the future. We decided to meet at 4PM to talk about workshop ideas and other thoughts, before Dan Reidy comes, on the 10th.

Williams thought we should try to come up with workshop dates before Town Meeting so we can have them available at that time. We will work on this.

Williams brought up the clear message that the town meeting question brought up, and wanted to know if we should bring that issue to the Selectmen? It was agreed that we will bring it up at the Planning Board meeting.

Meeting adjourned at 5:30 PM.

Respectfully submitted,
Nan Schwartz
Planning Board Secretary