



**Meeting
Notes**

Attendees: Jon Levenstein, Chair
Bob Young
Grey May
Laura O'Donnell
Karen McGinley
Jon Lariviere
Robert Jones
Barbara Salvatore
Dave Danielson
Andre Garron
Doug Pearson
Rick Sawyer – Planning
Cynthia May - Planning
Mike Casino - RKG
Gordon Leedy - VHB
Ralph Willmer – VHB

Date/ Time: March 12, 2009
4:00 PM

Project No.: 52023.00

Place: Bedford Community TV
Meeting Room

Re: Master Plan Steering Committee meeting

Notes taken by: Ralph Willmer, AICP
Gordon Leedy, AICP

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- A. Approval of minutes – minutes from February 10, 2009 meeting approved
 - B. Presentation of the community build-out analysis by Southern NH Planning Commission

Presentation made by Amy Kizak and Linda Madorma, both GIS analysts for SNHPC. Presentation explained the Community Build-out project being conducted for Bedford and other communities. Two scenarios were presented – the base build-out (maximum build-out under current regulations) and the standard alternative build-out (includes Natural Services Network datalayer as an additional constraint). SNHPC will prepare an additional layer based upon criteria established by the Town. Rick Sawyer indicated it would make sense to make a decision about that later in the planning process. Dave Danielson indicated that zoning tools can be used to adjust the projections. Karen McGinley said that some land shown as buildable may be wetlands. SNHPC noted that the Town should focus more on the aggregate numbers and less so on the specific sites.

C. Overall Project Approach and Schedule

Ralph Willmer presented the proposed schedule for the project which shows that draft plan chapters will be presented to the Committee for review starting in June 2009 and will continue through early 2010. They will be prepared and submitted over time to allow for time for the Committee to review drafts. Drafts will be submitted to the Committee in advance of a meeting so there is time to review it beforehand. Andre Garron said that we need to make sure that there are not too many 1st year implementation items that make it difficult to achieve. Dave Danielson disagreed. Jon Levenstein reminded everyone that this is a dynamic process and adjustments can be made as needed. Dave Danielson suggested that VHB provide resource material to the Committee that may help in explaining each draft chapter as needed. Robert Jones suggested that the land use chapter be drafted before the 2nd public forum (tentatively scheduled for the Fall of 2009). Others suggested that land use should be last and there was general consensus to keep it that way and to accept the schedule as presented. Bob Young suggested that time needs to be built into the schedule to allow for Committee review and comment on each of the chapters.

D. Review of the 2000 Master Plan

Ralph Willmer provided a memorandum that summarizes the 2000 Master Plan prepared by RKG. Barbara Salvatore noted that the last plan looked at Bedford over a 10 – 15 year timeframe and that “appearance” was a big issue. She asked whether that discussion should be a focus for the 2010 Update or should the emphasis be quality of life. Bob Young said the stimulus package may result in major projects not previously anticipated (i.e. rail center to Boston) and that the impacts of those projects need to be considered. Dave Danielson said the stimulus package is short term, so may not need to be emphasized so much.

E. Discussion of preliminary demographic data

Mike Casino presented preliminary demographic data relating to population and housing. Dave Danielson said that there may be growth impacts to traffic, schools, and housing created by land developed in Londonderry and the airport access road which could affect projections. He also said that the aging population may result in subdividing larger houses into duplexes. Jon Lariviere would like to see the economic data overlaid with the population data (note – to be presented at a later meeting). Barbara Salvatore suggested that the over-65 population be broken down into smaller age categories and that there be a 2020 projection. The issue of accessory apartments was raised as one that needs to be addressed.

F. Discussion of a public workshop to be held in April

Ralph Willmer described the proposed program for the first public forum. After some discussion as to whether a weeknight or Saturday morning was better, it was agreed that it would be held Saturday, May 9th, probably at the high school. It will begin at 8:30 and needs to end by noon at the latest. Additional discussion ensued regarding publicity for the forum. Dave Danielson suggested that the breakout tables be divided by neighborhoods although others were uncertain as to how they should be defined. A more specific agenda will be discussed at the next Steering Committee meeting, including a discussion of the questions for the break out topics.

G. Discussion of the community wide survey

Rick Sawyer described the survey to be conducted by telephone by UNH. The Town received a grant to do this through SNHPC and the Community Technical Assistance

Program. Specific questions to be asked and the timing will be worked out over the next couple of weeks.

H. Discussion of the Master Plan website

Ralph Willmer described the basic set-up for the website, to be run through VHB's website, and indicated that the draft language for the website pages will be completed shortly. A banner will be designed that could become the "logo" for the planning process and will be put on the webpage, meeting announcements, etc. VHB has some photos provided by the Planning office, but asked if anyone had good photos to please provide them.

I. Bibliography resource information

Ralph Willmer circulated a list of reference materials which will be posted on the website when it is up and running. A suggestion was made that VHB highlight the "best" materials to read and to update the list as needed.

Respectfully submitted by Ralph Willmer, AICP

March 16, 2009