



**Meeting
Notes**

Attendees: Jon Levenstein, Chair
Bill Dermody
Andre Garron
Karen McGinley
Barbara Salvatore
Jon Lariviere
Laura O'Donnell
Doug Pearson
Robert Jones
Dave Danielson
Rick Sawyer, AICP – Planning
Ralph Willmer, AICP – VHB

Date/ Time: December 17, 2009
6 PM

Project No.: 52023.00

Place: BCTV Meeting Room

Re: Master Plan Steering Committee

Notes taken by: Rick Sawyer, AICP
Ralph Willmer, AICP

A. Chairman Levenstein opened the meeting at 6:30 PM with all members present with the exception of Greg May.

B. Minutes of September 3, 2009. Approved, motion by Mr. Danielson, 2nd by Mrs. McGinley. Unanimous with Mr. Garron abstaining.

Minutes of November 19, 2009. Approved, motion by Mr. Danielson, 2nd by Mr. Garron. Unanimous with Mrs. Salvatore abstaining.

C. Rick Sawyer, summarized the Open Space and Hazard Mitigation Plans that had been recently completed and included in the Committee's packet for review. It was agreed that the Hazard Mitigation Plan should be included in the Master Plan by reference and that the Open Space Plan should be integrated into the Master Plan.

D. Ralph Willmer presented the Historic and Cultural Resources chapter for review and comment. Comments and questions included:

- There may be other areas of the Town which could be considered as part of a new Local Historic District. What is the process for doing this? Is it accomplished through the Historic commission of some other entity?
- Should other “special places” be identified in the plan or might it be detrimental to specify such places in the plan itself? In part, the Town needs to conduct a more detailed inventory of potential resources before it can identify them in the plan. It was agreed not to include specific references in the plan.
- Additional cultural groups should be listed in the plan. The Library and Bedford Connections are good sources of information.

E. Ralph Willmer presented the Municipal Facilities and Services chapter. The following comments and questions were discussed:

- Include a section on issues relating to Town Hall
- Include a section on BCTV
- Clarify public vs. private school enrollment
- Add National Park and Recreation Association standards to the parks and recreation section
- Add note to increase access and recognition of the river
- Add to the senior services section focusing on the need to work with Manchester on programs and seek public/private partnerships. Also consider the Community Services Planning Board legislation.
- Include the issue of the fire substations
- Add notation about the potential takeover of the Pennichuck Water Works by Nashua
- What, if any, issues are raised regarding the discharge of stormwater runoff to the Merrimack?
- Make changes in track changes mode

F. Schedule – the schedule was revised to move some of the interim dates for completion of the draft chapters, but the overall scheduled date for completion has not changed. The question was asked about whether Mr. Willmer had the time to work on the project and he responded that he and his team will continue to work towards timely completion of the plan. There will be another public forum scheduled sometime in late winter/early spring.

G. Meeting Adjourned at 8:15 PM.

Respectfully submitted by Ralph Willmer, AICP
January 19, 2010

Next meeting scheduled for BCTV on January 21, 2010 at 6 PM.