



Master Plan Advisory Committee Meeting
Thursday December 4, 2008, 6:30 p.m.
Teal Lantern Room, Sugar River Valley Technical Center

Meeting Minutes

Present: Alan Croteau, Bernie Folta, Scott Pope, Stephen Wood, Jacqui Guillette

Absent: Richard Wahrlich, John DeTore

Economic Development Sub-Committee, Jennifer Brockett, Joseph Gorman, Cheryl Jones, Robert Porter, Paul Knapp.

Absent: Shelly Hudson, John DeTore

Transportation Sub-Committee, Alan Grigsby, Dennis Osgood, Steve Picano, Tom Ford.

Absent: Lisa Paquette

Historic Resources Sub-Committee, Colin Sanborn, Jason Farrell, Paul Knapp.

Absent: David Messier, Rick Wahrlich

Housing Sub-Committee, Alan Croteau, Scott Pope, Jacqui Guillette.

Absent: Jack O'Sullivan, Bill Regan

City Staff: Peter Dzewaltowski, Interim City Planner; Ed Tinker, Interim Director of Planning & Development; Nancy Merrill, Business Development Coordinator; Michelle Aiken, Boards and Commissions Coordinator

I. Business

- Mr. Scott Pope discussed how he would like the groups to break out and discuss what has been done so far and what outcomes they would like to see.

II. Break Out Groups Presentations

- Mr. Paul Knapp advised that the Economic Development Sub-Committee has evaluated what they believe are the Strengths & Weaknesses of Claremont (SWOT). Their goals are to identify how to increase the tax income, keep the industry that we have and also get more. Tourism is also something that should be better exploited. They would also like to see Post Secondary Education expanded so that we can utilize our youth coming out of school.
- Mr. Alan Grigsby advised that the Transportation Sub-Committee has met 4 times and they were given a concept plan by Eric Giles, they also are using the 1987 parking study and various other transportation studies that have been completed such as a Chestnut Street truck route to Washington Street. They have also reviewed and discussed the Planning Boards expectations and reviewed the traffic maps. They have obtained information from small to large towns, the Traffic Advisory Committee and Community Alliance Transportation. They are looking at a long range transportation plan to include an overview and lists. They were thinking of doing a community survey to see what the strengths and weaknesses are. They have also discussed and been in favor of developing a committee that can be an implementation committee for the Master Plan. This committee would be in charge of keeping the Master Plan current and constantly updating it depending on the needs of the community. One of the outcomes the Transportation Sub-Committee hopes to have is a truck route. Discussion among members present about how we could utilize the previous survey which was completed by coordinated with UNH.
- Mr. Colin Sanborn advised that the Historic Resources Sub-Committee has been gathering information and they are focusing on the Historic Resources. The Community Design portion of the Chapter can be done later due to the fact that they would need a lot of help completing that portion. They feel more qualified to handle the Historic Resources section. They would like to have some staff or background information on what is expected of the chapter. Mr. Sanborn also felt it would be helpful to have information on what the other committees are doing and their minutes available.
- Mr. Alan Croteau advised the Housing Sub-Committee has tried to find out where we want to be in 5-10 years. They would like the tax rate to be more competitive and reduce the square footage requirement per housing unit. They would like to offer local options for rehabilitating some of the older housing in Claremont and not just upping the tax rate on the houses, using tax credit and subsidy programs. Having tax credits for greening homes, with energy star, improving sustainability. Claremont could be a leader in Green and make it worthwhile for people. They would like to have housing stock in a variety of price points. The 1980's was the last development Claremont has seen. They would like to

resolve the Open Space Ordinance, get cable and internet available for everyone in Claremont. They are working on completing housing stock research and realize that Claremont has some real estate challenges. They would be more in favor of doing a survey online and maybe having some survey pick up points, but spending the money available on a forum instead of on the survey. In the past Saturday forums have worked really well.

III. Discussion

- Mr. Scott Pope wanted to stress that the Master Plan looks at the future for Claremont and where we want to be in 5-10 years. We can use current date to work for the future. Ms. Jennifer Brock advised that the Economic Development Sub-Committee is also looking at the truck route which can affect Economic Development and wondered if it was ok to have the overlap or should items be narrowed down. Mr. Dzewaltowski advised that it would be nearly impossible not to have some overlap. We want all the chapters to be consistent and there is a lot of work involved in each one of these chapters. We should use our goals to form the outcome and he plans on provided each committee with some framework which would include things like background, opportunities, goals and strategies. These should help in moving the chapters forward. Mr. Dzewaltowski advised it is ok to have things such as a truck route addressed in multi chapters although the emphasis should be in one chapter.
- A discussion between the groups can be had to decide on who would like to be involved in a survey and what types of questions we would like on there. Mr. Bernie Folta felt that the previous survey was internalized. Mr. Pope wanted to make it clear that Mr. Folta's statement is a minority report and he was happy with the outcome of the survey.
- Discussion among members on how to make the survey work for Claremont. Ms. Cheryl Jones asked to have the minutes and information from each committee available online. Ms. Aiken advised that we are working on getting it on the website www.claremontnh.com.
- Mr. Sanborn asked if the committees can start working on their drafts. Mr. Dzewaltowski advised that you can but we want them to be consistent, with a consistency of style. Discussion among members on the time line they are expected to follow. Mr. Pope advised that they are expecting to have drafts done by January or February and then a review of the plans in May. Consensus from the members present that it is very helpful to have meetings with all the committees.
- Discussion among members regarding the requirements for a quorum. Mr. Folta pulled out the RSA's and felt that it was a requirement to have a majority of members of each sub-committee. Mr. Dzewaltowski felt that these are advisory committees and not necessarily official city boards. Mr. Dzewaltowski will check with the City attorney.
- More discussion on a survey and how it will be administered. Who would like to be on the survey, what questions should be on the survey? Staff has advised that they are not making any commitments to administer another survey because they are concerned with the cost. Agreement from members present that there should be a special meeting to discuss the logistics of the survey on January 8th, 7:00 PM at the same location in the Teal Lantern Room.
- Some discussion on how it would be beneficial to have political support from people on the Planning Board, Council, etc to have them support our plans. Mr. Pope wanted to be clear that the Master Plan is initiated, developed, and approved solely by the Planning Board. It is a living document that continually changes.

Meeting Adjourned 8:40 pm
Respectfully Submitted,

Michelle Aiken
Boards and Commissions Coordinator