

City of Claremont Master Plan  
Transportation Subcommittee  
Meeting - December 19, 2008 - 9 a.m.

Draft Minutes

Present: Alan Grigsby, Dennis Osgood, Jr., Tom Ford, Lisa Paquette and Steve Picano

The minutes of the November 21 meeting were amended to reflect the intersection of Broad and Summer Streets, not Broad and School, and were approved by acclamation.

Alan reported he had requested traffic count data for Claremont and that it was forthcoming from the Upper Valley Lake Sunapee Regional Planning Commission.

The concept of a survey to gather information for the four subcommittees of the Master Plan Advisory Committee (MPAC) was discussed. Lisa said that each committee should be limited to three or four questions so that the survey doesn't take too long to take. She added that essay questions automatically limits responses to those who are literate and takes more time. She said the result would be that the committees wouldn't hear from those the need to hear from the most.

Alan said that the original Master Plan survey had good information provided by the essay question.

Steve suggested as an alternative that each question posed offer space for comment.

Alan reviewed the three types of questions used on the original survey and the ones that allowed "Strongly Disagree" to "Strongly Agree" as responses was preferred.

A discussion was then held about a Master Plan Implementation Committee where Dennis said that such a group should have representation from the four MPAC subcommittees.

Alan said that he favored a gradual implementation that the community can easily absorb rather than making one sweeping change. He cited the case of the City of Lebanon which spent three years on reworking the zoning ordinance only to see it voted down because the breadth of the changes was so great it antagonized a lot of the residents.

Steve said that an Implementation Committee that was responsible to the Planning Board would be effective because there was a lower level of political involvement at that board than with the City Council. Alan said that when the entire Master Plan was done the issues covered were broader than the purview of the Planning Board.

Dennis cautioned that the words Implementation Committee might hinder change, although, he said, doing a Master Plan without change is a waste of time. Steve said that an action committee might be a way for citizens to get ideas introduced and accomplish change.

Steve said that the Master Plan could set standards for things like intersections and the Implementation Committee could apply them to specific situations and make recommendations. He said that without such a body the city might as well just copy this Master Plan the next time it does one because its effect on the city would be negligible.

Steve said he believed that the discussion we were having about how to proceed may be taking place in the other committees and that direction from the MPAC may be required to go to the next step.

The discussion then returned to developing the survey. Lisa said that the time it takes to do a survey will radically affect how many take it. She advocated placing at the top an estimate of the time required such as "Please take the seven minutes required to answer this survey to help the City of Claremont guide its future."

Dennis said that a mailed questionnaire would be good, but that an online alternative would permit people who are not residents to participate so that we would know if there are issues that are driving people away from the city.

The committee then reviewed the 18 questions it had developed at the Nov. 21 meeting to select four for a possible survey and for discussion at the Jan. 8 meeting of MPAC. It was decided that wording would be developed for all the questions, but four would be marked as preferred by the committee.

The four areas selected were:

- how transportation affects the quality of life
- sidewalks and crosswalks
- recreational and bike trails
- traffic flow

Alan agreed to put the questions into the format which permits answers showing degree of agreement with an area for comment under each one. He will email them to the committee for review before the next MPAC meeting on Jan. 8.

Adjourned at 11:10 a.m.

Next Meeting: Friday, January 9, 2009, 8 a.m. in the conference room at:  
Community Alliance Transportation Services  
940 John Stark Highway  
Newport, NH 03773

Respectfully submitted by:  
Alan Grigsby, chair