

**PLANNING BOARD PUBLIC MEETING
TOWN OF LITCHFIELD**

Held on June 20, 2017

minutes approved on 8/1/2017

The Litchfield Planning Board held a meeting in the Town Hall conference room, 2 Liberty Way, Litchfield, NH 03052 on Tuesday, June 20, 2017 at 7:00 p.m.

MEMBERS PRESENT: Tom Young (Chairman), Matt Shoemaker (Vice-Chairman), Kimberly Queenan, Dave Samuel, Mike Croteau, Joe Blanchette, (Alternate)

MEMBERS ABSENT: Steve Perry (Selectmen's Rep.), Tyler Perrin

ALSO PRESENT: Joan McKibben (P.B. Admin. Assistant), Jen Czysz (Assistant Director NRPC)

CALL TO ORDER

Mr. Young called the meeting to order at 7:00 p.m. and led the Board in the Pledge of Allegiance.

Roll call of members.

Public Input: No Public input on non-agenda items.

Joe Blanchette was appointed as a voting member.

Community Design Master Plan Chapter

The Board discussed the homework - definition of community design chapter, what the chapter should be and questions remaining.

Matt: What should the feel of the town be, what attributes would create that feel.

Concerns raised:

Matt agrees it doesn't need to be super detailed but important to recognize without direction you could easily be something you don't want as a town.

Mike C. Items that are important agricultural feel on 3A, environment, lot of open

spaces, natural resources,

Tom Y.: Maybe we need a sub-committee of all the boards in town and a couple of citizens.

Planning Board would have to set the mission if there was an alternate committee.

Jen: The planning board has clear authority to set policy that reflects community vision through the master plan.

Matt S.: We should look at the 2012 survey results and planning board should give some direction. The 2012 survey was very broad.

Dave S.: I am looking for a plan to get to the community design chapter.

Matt S.: First step to a committee these are the sub-categories that we see.

Another survey may be needed, not as vague as 2012.

Jen: Start with what you have for reference points. A sub-committee will need a charter. Survey what residents desire that is economically feasible. Would recommend a visual survey, Amherst is an example.

Dave S.: We need specific deliverables for a sub-committee.

Items for a sub-committee to look at:

Open space, transportation (on call), agri-tourism, business development, economic development, housing, residential/commercial development, river access, town services, community development, keeping new england feel.

Tom Y. feels the board should involve builders and large landowners.

Kim: We have to see what the town wants collectively, we have to gather the information.

Kim Q raised the dilemma the Planning Board found itself in with the Community Design chapter. That is, how do we do this new chapter and keep the integrity of the Planning Board in tact?

She stated that the past Planning Board chapters worked on were factual in nature -- explaining history, current state and expected projections, while this chapter had the potential of being highly subjective to the Planning Board members' vision of what the Town of Litchfield should be/look like.

The dilemma was: How do we (the Planning Board) create a Community Design / Vision for the Town of Litchfield by ourselves -- since we would be putting our own subjectivity

and bias into this chapter?

Then, as the public comes in before the Planning Board, we would be referencing a Chapter that we created. That is, we (the Planning Board) would be putting ourselves “into the process” that we are supposed to be objective about.

Kim Q recommended to either create a new separate Town Committee (with a different mission objective) take on this new chapter -- since they could research/represent the ideas from more citizens of Litchfield), OR keep the chapter as open and vague as possible so as to hinder future requests before the planning board, OR – was open to other suggestions from other Planning Board members.

The board discussed community outreach and engagement and how to get a broad spectrum of input.

Dave: Should we include abutting towns?

Jen will draft a letter to send to the town board to see what their interest is. Perhaps planning board members could go to the other board meetings.

Tasks a sub-committee may be asked to accomplish:

- Survey
- additional conversations with the community
- draft statement of community preferences
- ultimately a comm. design chapter, planning board adopts the document

At the next meeting, **July 18**, a draft charter to be discussed.

The second meeting in September would be reserved for a sub-committee meeting.

Other Business/Committee Reports

Jen: EPA has training available on a variety of topics. Nashua and Southern NH RPC have put in for a workshop on stormwater technical assistance.

Towns can also put in for training, an e-mail has been sent out to the board.

Mike C. reports 6/22 is the next LMRLAC meeting 7:00 p.m. at Nashua Public Library.

NRPC quarterly meeting is 6/21

Approval of Minutes

Dave S. makes a MOTION to accept the 6/6/2017 minutes as written. Kim Q. seconds

the motion. Motion passes 4-0-2.

Matt S. makes a MOTION to adjourn seconded by Mike C. All in favor.
Meeting adjourns 8:45 p.m.

Minutes transcribed by
J. McKibben