

The Planning Board for the Town of Derry held a public meeting on Wednesday, June 01, 2016, at 7:00 p.m., at the Derry Municipal Center (3rd Floor Meeting Room) located at 14 Manning Street in Derry, New Hampshire.

Members present: David Granese, Chairman; John O'Connor, Vice Chairman; Michael Fairbanks, Secretary; Charles Foote, Town Council Liaison; Randy Chase, Administrative Representative; Frank Bartkiewicz, Jim MacEachern (7:05 p.m.), Members; Elizabeth Carver, Mark Connors (7:23 p.m.), Alternates

Absent: Lori Davison, Mirjam Ijtsma; Marc Flattes

Also present: George Sioras, Planning Director; Elizabeth Robidoux, Planning Assistant; Mark L'Heureux, Engineering Coordinator

Mr. Granese called the meeting to order at 7:00 p.m. The meeting began with a salute to the flag. Mr. Granese noted the emergency exits, the location of meeting materials, and introduced the Board members and staff.

Carver was seated for Ijtsma

Escrow

#16-18

Project Name: Derry Sr. Development

Developer: DAR Builders, LLC

Escrow Account: Same

Escrow Type: Cash Escrow

Parcel ID/Location: 07058, 6 Drew Road

The request is to establish cash escrow in the amount of \$26,697.60 for the above noted project. This account is non-interest bearing.

Motion by O'Connor, seconded by Bartkiewicz to approve as presented. The motion passed with all in favor.

#16-19

Project Name: Derry Sr. Development

Developer: Same

Escrow Account: Same

Escrow Type: Cash Escrow

Parcel ID/Location: 07058, 6 Drew Road

The request is to approve a final release of cash escrow in the amount of \$26,697.60 for the above noted project. The amount to retain is zero.

Motion by O'Connor, seconded by Bartkiewicz to approve as presented. The motion passed with all in favor.

Minutes

The Board reviewed the minutes of the May 18, 2016 meeting.

Motion by O'Connor, seconded by Bartkiewicz to approve the minutes of the May 18, 2016 as written. The motion passed with Chase abstained.

Correspondence

Mr. Fairbanks reported the Board is in receipt of an invitation to attend a Summer Erosion Control Field Day to be held on June 28, 2016 by the Strafford County Conservation District. If anyone is interested, the information has been provided in the member packets.

Other Business

Summer Schedule

Mr. Granese advised of a change in the proposed summer schedule. The Board will meet on July 6th and will not hold a meeting on July 20th. The first meeting in August will be held on August 17th.

B & H Oil – Hours of Operation

Mr. Sioras stated Ralph Glynn of B & H Oil was present this evening. At the compliance hearing held on May 04, 2016, Mr. Glynn had indicated the hours would be between 5:00 a.m. and 10:00 p.m. The Board had asked to have that brought back for discussion. Mr. Glynn confirmed the hours in an email to staff.

Mr. O'Connor recalled at the last meeting on this issue, the Board spent time discussing hours and there had been questions from the public. Mr. Glynn had stated the hours would be 5 a.m. to 10 p.m. and that seems to be normal and par for the course for surrounding businesses in the area.

Motion by O'Connor, seconded by Bartkiewicz to accept the email document dated May 24, 2016, from B & H Oil advising hours of operation for B & H Oil will be 5:00 a.m. to 10:00 p.m., seven days a week.

Chase, Foote, O'Connor, Bartkiewicz, Fairbanks and Granese voted in favor; Carver abstained and the motion passed.
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MacEachern was seated.

WORKSHOP – Complete Streets Pilot Program Application, workshop #2

Mr. Sioras reported he spoke with Sylvia von Aulock at Southern New Hampshire Planning Commission the morning after the last workshop. The Advisory Committee is still working on the development of the toolkit which will be completed this fall. Complete Streets was discussed at the Technical Advisory Committee at the Planning Commission and some members of that committee felt it may be premature to move forward without the toolkit. Of those present at the meeting he attended, 50% felt this was a good idea; the other 50% were on the fence. Additionally, the Highway Safety Committee will meet on June 16th. When he spoke with the Chair of that committee, Mr. Savard said he had no issues with Mr. Chase being the Committee liaison to the Planning Board if the town decided to apply. Mr. Sioras noted the Planning Board would need to make a decision soon with regard to applying for the pilot program as the deadline for application is June 24, 2016.

Mr. L'Heureux said he had nothing new to add since the last workshop. Mr. Granese recalled Mr. Fairbanks had suggested and the Board had discussed educational outreach. What does the Board want to do? Mr. Sioras advised he had spoken to Ms. von Aulock with regard to the concerns the Board and staff had expressed. Other communities have similar concerns. There are currently no examples of projects in the SNHPC region and Concord has a very different downtown than Derry. She did not have answers as to what the Commission would be providing for education. The Commission has funds from NH DOT and has not yet finished the toolkit which would provide recommendations to the towns.

Mr. Fairbanks said he felt the town's design standards were solid. Is the educational component for the Board, the public, or both? He felt it would be advantageous to identify trouble areas in town, and then provide education and outreach on programs or plans to get the most out of what we have. The town has the rail trail, bike and foot paths, and conservation areas. How do we better advertise or get this information out to the public? The town should be identifying existing roads or streets that are good fit for more recreational foot and bike traffic. Mr. Sioras said the town could do that; if the Board had to pick a topic that would be the easiest. He agreed the timing may be premature. The Toolkit will be finalized this fall and will be more specific.

Mr. MacEachern said he was on the same page as Mr. Fairbanks and suggested the Board move forward with Mr. Fairbank's suggestion. He wanted to clarify, was Mr. Sioras suggesting the town could go out and do the tasks identified by Mr. Fairbanks? Mr. Fairbanks understood that SNHPC would be facilitating the discussion with the Board. Mr. Sioras stated the Board would have to pick one of the topics. He recalled Ms. von Aulock stated SNHPC would provide staff to facilitate discussions and provide education. SNHPC would work with the Planning Department

and then come and advise the Board. Mr. Fairbanks felt that was more to educate the Board. Mr. Sioras asked Mrs. Robidoux if this had been discussed at the Advisory Committee.

Mrs. Robidoux stated the Advisory Committee has not gotten that far yet. At their last meeting the Committee got to see what was done in Keene and Portsmouth. They were able to see what the tree filter boxes looked like. The Advisory Committee is being educated by people who have completed projects in the past and are using complete street principles. A subcommittee will work to complete the Toolkit. Once completed, that will be placed on a website for everyone to use.

Mr. MacEachern asked if the Board chose education and outreach, how would the Board fill in the application. He is not sure if they would get assistance until after the toolkit was complete. Mr. Fairbanks said it sounded like SNHPC did not know what it would look like. Mr. Sioras felt it was premature for the town to participate and suggested the Board wait until the fall.

Mr. MacEachern felt that the intent was to spend the money that had been granted by the state for the project and was not sure this was an efficient use of taxpayer's money. Mr. L'Heureux said that was part of the angst with the program. SNHPC wants the town to be involved, and wants to work with staff to make improvements and to identify a feature to add to a certain area. He does not understand the concept of the educational component because the program has yet to be executed. Who is SNHPC educating? It is unclear at this point.

Mr. MacEachern asked Mr. O'Connor to take the Board's comments back to the state. This is a good program but it has not been entirely vetted nor is it ready to roll out. He does not want to spend money just because it is there; it is okay to give money back and say that they needed more time to complete the process and request the funds again. He stated there needs to be a game plan. He did not feel Derry was ready to participate in this program.

Mrs. Robidoux said while it might be premature to ask communities to submit for a pilot program, she thinks the majority of the funds are being well spent towards the development of a toolkit for the 15 communities in the region. Not all of the communities are as advanced as Derry given the infrastructure we have in place. The more rural communities, such as Frankestown and Auburn do not have staff, and the money from the state is being well spent to develop model ordinances, regulations and guidelines for communities like that who would like to put something in place. Derry is very fortunate to have the infrastructure it has in place and to have staff in DPW who have been looking out for things like widening the shoulder when possible. Mr. MacEachern felt the guidelines and regulations were items that SNHPC would normally assist those smaller communities in establishing. His issue is that he felt they were putting the cart before the horse. Mrs. Robidoux said she felt the pilot program was premature but the toolkit is a good idea.

Mr. O'Connor discussed SB 364 and advised the study committees on the bill raised the exact same issues being discussed tonight. The bill has gone through various committees in the Senate and House. The bill is currently in a study committee and they are trying to determine what is a 'complete street'? Complete streets in Iowa or Nebraska will look very different from a

complete street in New Hampshire. There are some towns that have made progress with the concept but their programs or designs might conflict with other towns. Portsmouth, Dover, Rochester, Exeter and Swanzey all are working on this. Our town has its own guidelines for how a street should be constructed. He would choose the education and outreach option but advised there will be legislation forthcoming as to what complete streets should look like. This will not happen until next year when the legislature makes it through its bill cycle. He said the state committees want to make sure they are creating enabling legislation so that complete streets are uniform. He is very interested to see what the toolkit will look like. All of the regional planning commissions are looking at complete streets and looking for uniformity. It may be the national intent is to reduce vehicles on the road, creating walkability and opportunities for intermodal transportation. No one will know what the NH RSAs will look like until they are through their process.

Connors entered the meeting.

The Board took a straw poll to see if the members wanted to submit an application for a pilot program.

Fairbanks, MacEachern, Bartkiewicz, O'Connor, Foote, Chase, and Granese voted in favor; Carver abstained.

The Board determined it would wait to see the outcome of the toolkit before considering complete streets any further.

Motion by MacEachern, seconded by O'Connor to adjourn. The motion passed with all in favor and the meeting stood adjourned at 7:24 p.m.

Approved by: _____
Chairman/Vice Chairman

Secretary

Approval date: _____