

Town of Enfield Planning Board

September 11, 2019 7:00 p.m.

Present: Erik Russell- Vice Chair, David Fracht- Chairman, Kurt Gotthardt, Linda Jones, Dan Kiley, Phil Vermeer, Jim Jim Bonner, Rob Taylor- Land Use & Community Development Administrator, Ryan Aylesworth-Town Manager, and guest Mike Akillian- The Center for Strategic Governance.

Absent: Rita Seto.

I. Call Meeting to Order - Chairman Fracht called the meeting to order at 7 p.m. with a roll call of those sitting with the Board this evening.

II. Master Planning Work Session

He introduced Mike Akillian, Vice President, Senior Strategist and Director of the Center for Strategic Governance- Helping Municipalities Achieve a Desired Future. He provided a slide presentation - A Proposed Master Planning Process For Enfield, inviting questions. Akillian gave an overview of strategic governance already frameworked in Enfield. Our approach to Master Planning structured on 2 required chapters; Vision and Land Use. Relying on useful information and avoiding useless data, relying on history, experience, maximizing and using our resources, especially that of the Regional Planning Commission, structure the plan based on themes, defining outcomes, investments, and timing. Choose a chapter of a master plan to tackle. How to ensure Enfield residents can live and stay here. Use a pyramid approach to communications, images and graphics, detail plan, and foundational data. He suggests pre-planning, data, mapping, information gathering, multiple themes, analysis, two public engagement meetings, citizen input, writing and design of the master plan content showing brochures social media, and the web. Provide project management. Lay out the time frames for each project being incorporated into the master plan. Present the plan to the public [Oct '20 to Feb '21] Presenting the master plan at the March 2021 town meeting for endorsement. Akillian informed the board that The Center For Strategic Governance would love to work with this Planning Board on the Master Plan process.

Selectman Kluge informed Akillian that there have been quandary with the school district and how could we cover them. Akillian said that the school parts would be in regards to land use.

Chairman Fracht emphasized on Heart and Soul and would refrain from useless data.

Kurt Gotthardt realized that there are no towns that have used this process yet. He informed Akillian that he has reviewed many other towns Master Plans that were just

boiler plates. Akillian said that Gotthardt needs to look at the goals of the said town Master Plan that he was looking at. It is a goal and not an outcome.

For example, housing in Enfield, where are we today and where do we want to be. He mentioned that Burlington Vermont spent a half a million dollars on their Master Plan. It is a gorilla compared to smaller towns.

Linda Jones feels the old Master Plan has alot of data and it is boring.

Akillian said he could not propose any further until the Planning Board has something "on the table."

Gotthardt asked for further comment on the surrounding towns impact on Enfield, exampling the hospital additions, housing in Lebanon.

TM Aylesworth pointed out public engagement [input] asking Akillian how to include the public. Akillian said that this would be in the pre-planning of the master plan.

Admin Rob Taylor expressed the recreation in this area including the lakes. Housing is a big topic for the town of Enfield. Akillian said to avoid cycle's as nothing becomes of them.

TM Aylesworth felt the practice of dashboards would aid in our process. Akillian suggested a dashboard for each theme illustrating what we expected and if we are on track. Outcome's should focus on the dashboard.

Chairman Fracht has outlined thus far closely related to this proposal asking Akillian what this would cost us. Akillian explained that he would need more content for this work and would like to do this now until mid-November. Depending how much content there is, probably four or five grand for this pre-planning. It is a big unknown and adding in the months, editing, extra content sought, all across a year could come up to \$20K to the high mid \$30k for the whole process. For the record he reiterated under \$5k for the pre-planning for the Town of Enfield.

At this time Chairman Fracht called for a break at 8 p.m.

Chairman Fracht felt that we should go into Non Public, Executive Session after we do the Minutes.

III. Approval of Minutes

Motion to approve the Minutes of August 28, 2019 came forward from Linda Jones with some editing of adding a few sentences. With a second from Erik Russell. Passed with 2 abstentions.

IV. Next Meeting September 25, 2019

VI. Zoning Ordinance Amendments

Admin Taylor passed out the Proposed 2020 Zoning Changes written by Kurt Gotthardt. This evening Gotthardt explained his comments, line breaks, deletes, what?, Same as above, meant for commercial?, etc. The board will take the handout home to review and come back for further detail of these proposed changes.

V. Review of the Proposed Master Planning Process by Akillian

The Board went into Executive Session at 8:27 p.m. with a roll call vote of each board member in agreement. After reviewing the RSA 91-a and advisement of the Town Manager we will not be able to go forward further with an Executive Session.

Chairman Fracht asked each board member their thoughts. Phil Vermeer would like us to go forward with hiring Akillian. Linda Jones felt Akillian would move forward for us. Kurt Gotthardt would like Akillian as he is familiar of the town and his previous Strategic Governance for the Town of Enfield for the preplanning phase, perhaps for the full Master Plan package. Gotthardt hesitates with Enfield being the first town that they have done a complete Master Plan for. Dan Kiley has no problem with being the first town. Chairman Fracht felt that Akillian is in-line with his thoughts and process of going through with this. Fracht said Akillian uses 300 miles for coming here round trip; though -----. TM Aylesworth informed Fracht that we only have so much money for the rest of the year and no money until after approval at the March 2020 Town Meeting. TM Aylesworth explained funds being approved for a purpose and encumbering. Erik Russell was in favor of the direction of Akillian for pre-planning. Selectman Kluge agrees with the pre planning of Akillian and he is a very strong candidate for this job. The consensus is to bring Mike Akillian on board.

Chairman Fracht said he, TM Aylesworth and Rob Taylor will be in charge of laying out the contract and hiring Mike Akillian.

Linda Jones asked why the website had to be separate from the Town Website, asking TM Aylesworth about this. TM Aylesworth said that this would be a goal and will figure out how to work this out. Chairman Fracht wants this to be out there for the public to see and identify with. Fracht would also like to see posters out around town on the Master Plan. Phil Vermeer suggested that we should live stream our meetings. This would enable Akillian not having to come to Enfield and our paying him for a 300 mile round trip. A television could be in our meeting with Akillian at the same time. TM Aylesworth and Rob Taylor have spoken about this and it could cost the town around \$1300 and be a valuable tool for other entities in the Town of Enfield.

Erik Russell felt that some of the meetings should be in other locations, such as the Community Building or the school.

VII. Adjournment

Motion to adjourn came at 8:50 pm by Phil Vermeer with a second from Linda Jones and carried.

Applications are public record and are available at the Planning and Zoning office for review.