

Enfield Planning Board Meeting Minutes

January 8, 2020 7:00 p.m.

Members Present: David Fracht (chair), Erik Russell (vice-chair), Linda Jones, Kurt Gotthardt,

Staff Present: Rob Taylor- Land Use and Community Development Administrator and Ryan Aylesworth (Town Manager)

Members Absent: John Kluge, Dan Kiley, Phil Vermeer, Jim Bonner and Paula Rowe Stone

Guests: Bill Finger, Celie Aufiero

I. CALL MEETING TO ORDER:

Chairman Fracht called the meeting to order at 7:00 p.m. and did member introductions around the table.

II. REVIEW OF MINUTES

The minutes of the December 11, 2019 Planning Board meeting were reviewed

As there were only 4 members present and these members expressed a desire for more detailed minutes, Kurt Gotthardt made a motion to table the approval of these minutes and to ask Administrator Taylor revise the minutes further.

III. NEW BUSINESS

Administrator Taylor received correspondence from Tim Sidore of Ledgeworks (Mike Davidson) regarding 11 Blacksmith Alley. The company has ownership of this property and would like convert the building from a single family home into a duplex (2 apartment units). A review of the site plan approval for 60 and 62 Main Street was conducted . The 11 Blacksmith Alley property was used for parking in the site plan for the Main Street properties. A map of the parking plan was shown that had a key for the parking space allocations. Board members present had some reservations about these allocations. They asked for a further review of the approvals and plans. There was also discussion about this project possibly needing a minor site plan review. It was decided that Administrator Taylor will pull more of the files to review, do a site visit and that next this would be discussed further at the next meeting (1/15/2020). It was also suggested that Ledgeworks come to a future meeting for a “conceptual discussion.”

IV. HOUSING REVIEW BOARD LETTER

The board discussed a letter that each member received regarding the possibility of the State of NH implementing a "Housing Review Board" that will be available as an alternative to the superior court. There were concerns outlined in the letter that this concept would usurp the authority of municipal land use boards. The board decided to conduct more research and re-visit the issue at the next meeting. The Town Manager and the Land Use Administrator will do some research before the next meeting.

V. MASTER PLANNING

The representatives present gave updates on their respective sub-committees. Linda Jones provided information that she gathered about meeting and event spaces in and around town. Erik Russell indicated that he is getting started on his two sub-committees, Data and Taskforce. He and Dan Kiley will be meeting in the next week. David Fracht provided details for both sub-committees that he is involved with. These include Contractor selection and Communications. On the contractor selection front he detailed meetings with three Master Planning contractors. These include Place Sense from Windsor, VT, Resilience Planning and Design of Plymouth, NH and the Upper Valley Lake Sunapee Regional Planning Commission of Lebanon. A discussion ensued about the logistics of issuing an RFQ/RFP. On the Communication sub-committee front he discussed a meeting that he had had with Barbara Jones, a local graphic designer that he has worked with. From this discussion he has prepared a "request for proposals" (RFP) document that he showed the board. This RFP would cover the development of graphics, logos, social media, a website and other collateral materials for the Master Plan. A discussion ensued about the logistics of issuing the RFP. Chairman Fracht pointed out the communications work for the master plan would also have a double benefit of being available for economic development use.

VI. MASTER PLANNING WEBSITE

There was a general discussion about the creation of a section of the Town's website and the posting of documents there from the Center for Strategic Governance pre-planning contract work. There was concern from Chairman Fracht that the documents weren't meant for general posting on the website without context. Erik Russell thought it was appropriate to post these items on the Town's website. Kurt Gotthardt was concerned that the documents would be misinterpreted. It was decided that this item be placed on the next meeting's agenda for further discussions.

VII. COMMUNICATIONS

None

VIII. NEW MEMBER

Admin. Taylor shared a list of 5 people who have expressed interest in joining the Planning Board as an alternate member. There was discussion about how to go about recommending a candidate to the Selectboard. Erik Russell felt that the PB should not be in the business of selecting their own members. It

was decided that the list be forwarded to the Selectboard for them to decide. If they wish for input they can let the PB know.

IX. NEXT MEETING:

January 15, 2020 is the next meeting and will also be the 2020 zoning amendments hearing.

X. ADJOURNMENT:

A motion to adjourn came from at 9:20 p.m. with a second from Phil Vermeer. Motion passed unanimously.

Applications are public record and are available at the Land Use and Community Development office for review.