

Enfield Planning Board – Meeting Minutes
DEPT OF PUBLIC WORKS/MICROSOFT TEAMS
PLATFORM
June 22, 2022

PLANNING BOARD MEMBERS PRESENT: David Fracht (Chair), Dan Kiley (Vice-Chair), Linda Jones, Kate Plumley Stewart (Selectboard Representative via Microsoft Teams Platform), Tim Jennings

PLANNING BOARD MEMBERS ABSENT: Phil Vermeer (Secretary), Kurt Gotthardt (Alternate), Jim Bonner (Alternate and Videographer)

STAFF PRESENT: Rob Taylor- Land Use and Community Development Administrator, Whitney Banker-Recording Secretary

GUESTS: Celie Aufiero (via Microsoft Teams Platform)

I. CALL MEETING TO ORDER:

Chair Fracht called the meeting to order at 7:05 p.m. and took a “roll call” of members present for attendance.

II. PUBLIC COMMENTS:

III. SELECTBOARD REPORT: Kate Plumley Stewart

Ms. Stewart said that the Selectboard met Monday, June 20, 2022.

The Selectboard first had the public hearing for the proposed ordinance establishing smoke, tobacco, and vaping-free public Town-owned facilities and outdoor spaces. This passed and will go into effect as soon as the town’s legal team is finished reviewing the policy. The policy is tobacco-free, including chewing tobacco and vaping in addition to cigarettes.

The Selectboard signed the first increment of loans for the bonds, as well as signed some bids.

The town also lifted the mask mandate, it has not been publicly announced yet. It will be announced along with the tobacco-free ordinance.

Chair Fracht asked if there were any Selectboard updates on the lots at the end of Johnston Drive. Ms. Stewart said that they have not formally discussed anything at this time. There is quite a bit of legality that involves the ROW, state, and lifetime lease on the property.

IV. REVIEW MEETING MINUTES: May 25, 2022

Ms. Jones MOVED to approve the May 25, 2022, Minutes presented in the June 22, 2022, agenda packet as presented and amended.

Seconded by Vice-Chair Kiley

Amendments: N/A

Roll Call Vote:

David Fracht (Chair), Dan Kiley (Vice-Chair), Linda Jones, Kate Plumley Stewart (Selectboard Representative, via Microsoft Teams Platform) **all voting Yea.**

None voted Nay.

None Abstained.

**** The Vote on the MOTION was approved (5-0).***

V. HEARINGS:

None.

VI. CONCEPTUALS:

None.

VII. UPDATE ON MASTER PLANNING TASK FORCE WORK: David Fracht (MPHF Co-Chair)

Co-Chair Fracht said that as previously mentioned the Master Plan Task Force had finished the work of public engagement and draft edits. Consultant Ms. Saxton is in the process of combining the comments from the focus groups, task force, and Planning Board to put together a polished draft. The draft is expected in late July/early August.

There is a need for a lot of photos for the Master Plan draft. Mr. Taylor said that there have been significant technological issues with SimQuest, so there is not currently an update. He said that he will also be speaking with Town Manager Morris tomorrow, Thursday, June 23, to discuss the possibility of taking drone photography in town to use in the Master Plan.

Co-Chair Fracht said that he is working on a one-page document that will be put on [the Enfield LEAPS website](#) to inform community members what has been done to date, what the public involvement campaign has consisted of, and explains that the professional consultant Ms. Saxton is polishing what will become a public draft of the Master Plan (with new photographs, hyperlinks for underlying data, etc.). The one-page document also previews the next five chapters that involve various committees in town: [Energy Committee](#), [Recreation Department](#), [Facilities \(Public Works Department\)](#), [Conservation Commission](#), and [Heritage Commission](#).

VIII. OLD BUSINESS:

Mr. Taylor said that the board had previously discussed making Ms. Banker an alternate member. Ms. Stewart said that the Selectboard approved Ms. Banker as an alternate at their Monday, June 20 meeting. Mr. Taylor said that Ms. Banker will need to be sworn in at the Town Offices.

Mr. Jennings asked how many members are on the Planning Board now. Chair Fracht said that the seat previously held by Mr. Russell still needs to be replaced. Mr. Taylor said that the town had put the word out in both the Town Newsletter and on town social media for committee membership needs.

Ms. Stewart said that Ms. Banker could be elevated to a full member if she wished. Ms. Banker said she would be interested. Ms. Stewart clarified that the Selectboard is not planning to meet in July, so any membership changes would be reviewed at their next meeting following this.

Mr. Jennings said that he wondered if it would be too difficult for the recording secretary to also participate while also making minutes. Ms. Banker agreed and suggested that she could potentially also review the recording if needed. She would be happy to go either way. Chair Fracht said that they would wait to see if there are any additional applicants for membership and discuss further at the next meeting.

Mr. Taylor said that there would be three hearings scheduled for the first July meeting already. There will be a site plan, a lot merger, and a gravel-pit permit (so far).

Chair Fracht asked what the site plan review would be. Mr. Taylor said that it was for increased outdoor seating for Mickey's Roadside Café.

Chair Fracht said that as soon as the complete applications are received, they can be sent to board members to review before the hearings.

IX. NEW BUSINESS:

Vice-Chair Kiley said that the State of New Hampshire set aside \$2M out of their \$100M for housing development to go toward town planning. Any town can get \$10,000 to be used for anything planning related, all they must do is ask.

Vice-Chair Kiley said that out of the \$100M, the state is looking for affordable housing. Developers of affordable housing projects with a minimum of four units will be eligible for state money. He suggested that the Shedd Street properties might be a good candidate for a grant for affordable housing out of this state fund. Mr. Taylor said that he and Town Manager Morris were watching this very closely.

Mr. Jennings asked if there is a summary memo about this grant, deadlines, etc. Mr. Taylor said that he would investigate this, and it would not need to wait for the next meeting but could go out to members beforehand. Chair Fracht reminded board members any discussion would need to happen at the meeting but sharing the information in advance of the meeting is encouraged. Vice-Chair Kiley said that he believed the Housing Administration oversaw this.

Ms. Stewart asked if Mr. Taylor knew how the Brownfields Phase II is going. Mr. Taylor said that the next step is that the town crew is going to excavate to find where the drain pipe leads. Mr. Taylor said that there is a floor drain on the right-hand side of the building that needs confirmation of where it leads to. There must be an exploratory dig to find where the pipe leads. Once this is complete, a contractor from Maine will come to sample the soil around that drain. If contamination is found, the town would need to pay for remediating the issue. Remediation has been suggested for the buildings (likely to be torn down).

Mr. Taylor said that after reading through the Phase II site assessment, he does not believe it will be a difficult project. However, Lebanon recently had an unexpectedly costly remediation property.

B. Re-writing the Zoning Ordinance

Mr. Jennings said that he is wondering if the board could do some things ahead of time to prepare for the effort of re-writing the zoning ordinance (planned for after the Master Plan is published). He said that he wondered if the board should look at zoning ordinances currently being conceptually used by other communities.

Mr. Jennings said that there are also a fair number of articles/essays/reports about housing. He said that he thinks it would be good for the board to be aware of these, and to determine how they would like to capture them to share among the board members. Mr. Taylor said that the proper way to do this would be to send it to Mr. Taylor and ask to have it forwarded to the board, which he will then do. He said that this way they avoid having board members communicate among themselves separately.

Chair Fracht asked Mr. Taylor and Ms. Stewart if they are aware of any resources for this at the state level. Mr. Taylor suggested the [Plan-Link Listserv for New Hampshire](#). He said that the [NHMA \(NH Municipal Association\)](#) also offers some training and comes out with a monthly magazine that is kept on hand as a resource. Enfield is a member of the [NH Planners Association](#), which also does some conferences and field trips, and provides other resources. Mr. Taylor has participated in several of these recently. He said that he recently went on a field trip to Franklin, NH, and shared some of the issues they face as a more disadvantaged area. They have recently identified the river as a key recreational asset for the town. They recently acquired 125 acres of land to be built into River Park for recreation. There is now an additional project to

165 convert old Mill buildings into workforce housing there as well. Chair Fracht said that he
166 believes there is another proposal from a developer to renovate old mill buildings into upscale
167 condos. Mr. Taylor shared that it was very interesting to hear the background and stories on
168 planning for how things came together in Franklin; they had been working toward this for about
169 20 years. Mr. Taylor said that he and Town Manager Morris had been discussing ways to get a
170 lot of different people together to discuss what it would take to put together future projects for
171 Enfield.

172
173 Mr. Taylor said that he also attended the spring conference of the Association of Planners in
174 Concord, NH. The downtown Concord area has had significant improvements including
175 businesses, housing, pedestrian-focused investments, accessibility improvements, etc. He said
176 that he also had gotten several land-use legislature updates, including several Supreme Court
177 cases that will affect Enfield going forward. There was also a very interesting lecture on
178 Diversity and Inclusion in NH. The presentation looked at ways to change business practices to
179 make them more inclusive.

180
181 Mr. Taylor said that he liked the idea of having a big-picture meeting to focus on this.

182
183 Ms. Stewart said that there is also the resource Plan New Hampshire with free online resources.
184 The library online has several webinars, and they also offer charettes. This is a good organization
185 to research ideas from other places.

186
187 Mr. Taylor said that the [UVLSRPC \(Upper Valley Lake Sunapee Regional Planning](#)
188 [Commission\)](#) partnered with two planning commissions in Vermont and put together the Keys to
189 the Valley website with housing needs assessments in the area. Vital Communities also held a
190 breakfast meeting recently to discuss the housing needs problem.

191
192 Mr. Jennings said that he thinks in the Planning Board's case there is a focus on re-writing the
193 Zoning Ordinance. He is hopeful that the board will be able to craft an updated ordinance to
194 allow some of these bigger-picture ideas to happen.

195
196 Chair Fracht said that he read in the Boston Globe today a Harvard study that found out that to
197 afford a median-priced home in the greater-Boston area, a family must earn \$181,000 a year to
198 afford a mortgage with a 3.5% down payment. This highlights how bad things are.

199
200 Chair Fracht said to follow up on Mr. Taylor's comments on Franklin, NH – he recently visited
201 there and has photos he would be happy to share with the board if there is interest.

202
203 Mr. Taylor said there are several examples throughout the state that have had similar renovation
204 projects: Littleton river-walk, Manchester waterfront, etc. He said Enfield has momentum
205 between the Master Plan and the public infrastructure projects for Whitney Hall and the Public

Safety Complex, as well as new staff. There is now a full-time Rec Director, Kevin Marker, who will be able to leverage many of the great recreational assets in town.

X. NEXT MEETING: July 13, 2022

XI. ADJOURNMENT:

*A MOTION was made by Vice-Chair Kiley to adjourn the meeting at 7:54 p.m.
The MOTION was seconded by Ms. Jones.*

Roll Call Vote:

David Fracht (Chair), Dan Kiley (Vice-Chair), Linda Jones, Kate Plumley Stewart (Selectboard Representative via Microsoft Teams), Tim Jennings **all voting Yea.**

None voted Nay.

None Abstained.

** The Vote on the MOTION was approved (5-0).*

Respectfully submitted,
Whitney Banker
Recording Secretary