

Londonderry Planning Commission Meeting MINUTES

9/11/17 at 7:00PM ~ Town Office Building, School St.

NOTE: Meeting scheduled for _75 min. (Attendance: SC, LG, RD, ; Guest-Paul Gordon)

Call Meeting to order: 7:15pm,

Agenda and Minutes: (5 min)

- Read and accept 9/11/17 PC Agenda _Y__.
- Read and accept the previous meeting PC Minutes _N__.

Public Comments:(20 min)

Paul Gordon suggested that it might be useful and timely if the Planning Commission studied and offered a separate article at the next Town Meeting that proposed that since for the last five years the Town has authorized \$100,000 per year to make the 2018 budget year transition calendar from Jan. 1 to Dec. 31 to July 1 to June 30 will no longer be needed, the town authorize the same \$100,000 per year be set aside to finance the full scope of the Town Office Reconstruction Project over the next five years. There would be zero increase in the town's tax rate and the monies for the Town Office upgrade would be fully financed. Of course, the \$100,000 would have to be voted on each year. Paul suggested that the Planning Commission prepare a power point presentation for the Town Meeting that outlined the various phases and the timing needed to finish the project along with the rational for each phase, its costs, and why repairing and bringing up to code and modernizing the current Town Office is the most cost effective course of action. Paul noted that Marble Valley has prepared a bidding package for the water abatement phase of the TOPP, but actual construction will not begin until next May because of the delay caused by the Wetlands approval. With Stephanie Thompson's resignation, the Select Board now needs the Planning Commissions' advice and assistance to bring that phase to completion. The bid package needs to be submitted to the Town Attorney and modified to account for the actual May construction. Paul suggested that a new survey of those who work at the Town Office or use it extensively, be conducted to make sure that the 2011 plan still met their needs and that the 2011 proposal be updated with more current phasing and costs. Paul also said that next year's budget proposals needed to be developed to account for two phases: Jan. 1 to June 30 and July 1 through June 30, 2019. The Planning Commission embraced Paul's idea and agreed to prepare and present the warned article. Paul also said that there has been considerable interest in a combined Town Administrator and Zoning Officer position. The first set of interviews by the committee of George Mora, Tina LaBeu, Kevin Beattie, and Paul Gordon would take place on Wednesday. Lastly, Paul reported on Ed Brown's painting over the mural on the Green Wall opposite the Mill.

New Business: (20 min)

I. Budget Discussion

It was agreed that the projects that the Planning Commission will undertake for the remainder of this year and the next year and a half will be:

1. Study the Zoning Bylaws, Consult with the DRB as to what needs to be updated and revised, and do research on other town's bylaws. Once we have a better understanding of the scope of the project, prepare for grant applications so that the bylaws revision can be completed by 2020.
2. Prepare a Master Plan for Town Buildings and Lands focusing on the Town Hall, the Town Office Building, and the Prouty Land utilizing already prepared studies like the 2012 Prouty Land Project, the Town Hall energy survey, the 2011 TOPP phasing and costs. The creation of a power point justifying the \$100,000 per year warned article is the most pressing project and will be the primary focus of the next four PC meetings.
3. Continue working on the Connectivity Plan with the Conservation Commission.

Old & Ongoing Business: (20 min)

II. Town Plan

The Select Board has **scheduled a hearing for 5:30 on October 2nd** with possible action taken during their regular meeting to follow. The Enhanced Energy Plan is very near completion. It will have to go through the same approval process that the proposed new Town Plan had to go through. The WRC will be consulted to clarify the precise required procedures and timing.

III. Zoning Administrator Position to be filled. (5min)

- Applicants Report:

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- Interview Schedule: TBD

- No Applicants as of today.

IV. FEMA Buy Out Properties (10 min)

434 Main Street, South Londonderry has been mostly completed by Glebe Mt. Gardens with only the wild flower seeds needed to be spread within the \$12,000 budget that included the \$2000 of in kind contribution by the Town specified by the grant. It looks terrific. Thanks Kurt Cowles and Todd Mennees for their hard work.

The Ginser building will be taken down by Friday and the land stabilized with grass seed very soon. There are a few issues including what is permissible and advisable that need to be resolved before the project is completed. There are many thoughts as to how the land should and could be used in the future by many groups in town, but no firm plans or final commitments have been made.

V. Future Projects: (min)

VI. Update from town Boards/ Committees & Correspondences: (min)

Adjourn: _____ 9:18pm _____

***Dates to remember:**

- *23rd of each month is the deadline for submittals to the Londonderry Monthly.*
- *Next PC Meeting, 10/10/17 - 7pm, Town Offices*