**Planning Board**

Town of Greenfield

Approved Meeting Minutes

Recorded by Janice Pack

February 13, 2017

**Members Attending**: Paul Renaud, Steve Chicoine, Robert Marshall, Ken Paulsen, Andre Wood, Andrew Heck

*SChicoine will be voting for Angelique Moon. AHeck will be voting for Sherry Fox.*

**Meeting Opened**: 6:04 PM

**Minutes**: The Minutes were read by PRenaud. Changes were made:

Line 69: Change “The 2 lots would actually be in 2 different districts.” To “A portion of each lot is in a different district.”

Line 76: Change adjournment time from 9:39 PM to 9:09 PM.

KPaulsen motioned to accept the minutes as amended. AWood seconded and all were in favor.

**Mail**

Southwest Region Planning Commission January 2017 Newsletter

**Old Business**

The Annual Planning & Zoning Conference will be held at the Grappone Center in Concord on April 29, 2017. Both AWood and PRenaud have a conflict on that date.

PRenaud spoke to Mr. Todd about the Atherton Lot Line Adjustment and they are deciding what to do next.

Regarding the zoning amendments, PRenaud realized that he didn’t take out “customary” in a few other places; this will have to be amended next year.

PRenaud said that he did file for re-election for Planning Board, and he is the only one running. There is still a need to fill the vacant seat.

**New Business**

AWood and KPaulsen were excited to get their new NH Planning and Land Use books. The new ones have dark blue covers.

Lisa Murphy from SWRPC joined us and the Board began to review the proposed Energy Chapter. LMurphy said that she hadn’t been able to find a lot of statistics on the Town of Greenfield, but had worked with the data she could find. The Board made several suggestions and corrections. KPaulsen commented that much of the data was not specific to Greenfield, but he was happy to see the information incorporated. RMarshall asked if she could point us to another town our size that we could look at, but LMurphy said she was unaware of another town of similar size that had done an Energy Chapter.

AWood asked what the 10 pages of mostly general information was supposed to be saying; LMurphy said it was the implementation that had the goals and strategies. AWood said one of the impacts on the town was the COST of energy. PRenaud said he had been to a regional energy program and heard from a person in Hollis who had worked on their energy chapters, and said they had been able to get some grants because of their work. PRenaud said one of our goals had been to try and be more energy efficient, especially where the town buildings were concerned.

PRenaud asked what kind of grants might be available that having an energy chapter would support, and LMurphy said she wasn’t aware of any currently; but stressed that it was important to be prepared. Having this in the Master Plan as one of our goals would definitely be a plus. RMarshall said that this chapter didn’t inspire him. He felt it was boilerplate language with just a few apples applying to Greenfield. He wondered who would be in charge of paying attention to these things.

LMurphy said the other chapters were similar. A Master Plan is there to tell you all of the information; it is the Implementation Chapter that will identify the who, what and when. RMarshall doesn’t want to add another chapter just to enlarge the Master Plan. He’d like some more data specific to Greenfield.

KPaulsen asked if you could do a Solar Energy Ordinance without an Energy Chapter in the Master Plan, and PRenaud said “Yes”. PRenaud said that one thing lacking was a monitoring process.

AWood wants to make sure that we don’t encourage counter to what we’re planning for. He cautioned that we need to write things in here that points the town in the direction we want to go. LMurphy reminded the Board that putting things in the Master Plan would make them more eligible for grants.

PRenaud questioned the bullet points on page 2. Bullet 1 addresses “mixed land uses” and he asked for more information on that. LMurphy said it was more about doing away with the car; creating walkable areas. PRenaud said we have that now in the Center Village District. He felt Bullet 2 tied in with changing building codes. AWood said the word “compact” bothered him. AHeck said that if someone wanted to build a big home, that didn’t affect the town.

AWood said he is more concerned with keeping the energy costs of the town buildings down. Moving down to the 3rd bullet “Create a range of housing opportunities and choices” and farther down, the bullet for “Make development decisions predictable, fair and cost-effective”; he feels there would be inherent bias suggested. LMurphy said “a Master Plan is something that opens the conversation and provides alternatives”.

PRenaud asked for a definition of “landscape standards” midway down on page 10. LMurphy said it referred to shade, trees, and similar components.

RMarshall said that team-building and pointing out the positive steps made on a yearly basis by reviewing what has been done – an Annual Master Plan Review – will encourage compliance. LMurphy agreed that the awareness, getting people together and talking, will spur people to do things. PRenaud spoke to his thought of having at least one person from each Committee come to the Public Hearing to give their input. AHeck said that it would facilitate other committees getting funding down the road.

KPaulsen feels that what would have the most benefit to the town would be concentrating on community facilities. He wants to see something that can be worked on, and completed. KPaulsen asked what happened last time we did an energy audit. RMarshall said several improvements had been made such as plastic was put on the windows upstairs, and capital reserve funds were established. But people complained when it was suggested that windows be replaced.

The Board discussed ways to define their goals and delineate objectives. PRenaud asked when LMurphy would be able to come back. She said probably a month. PRenaud stated that he really wanted to discuss a method for the monitoring process. AHeck suggested a checklist kind of thing.

Going through the chapters, beginning with Community Facilities, LMurphy asked for goals, objectives and strategies. PRenaud compared her suggestions with previous wording and she took notes of the Board’s suggestions.

The biggest focus needs to be the meeting house. An assessment needs to be done on how is should be restored. In the Town Hall there are concerns about safety and egress, and the upstairs is not handicap accessible. The old town office building which used to be a fire station needs a plan for reintegration; i.e. additional office space and storage. The Fire Department wants a regional training facility. RMarshall mentioned that we need projectors and a public address system for the town building, and we should start digitizing our records. He feels we should have a committee to pay attention to future use of the town land. Another goal is possibly reconfiguring the Recycling Center and exploring how to make it more profitable.

Moving on to Population & Housing, the Board mulled over the Community Development Block Grants and substandard development and decided to omit that. LMurphy brought up “tiny houses” and RMarshall commented that while we do need more housing, perhaps we should look at cluster housing. AWood said that to preserve the character of the town, we need to find a way to use the existing housing. This will hopefully be addressed with the proposed amendment changes.

AHeck said that the true tiny houses do not have their own septic and sewer, but in order to be in this town, they do need to have them. AHeck wondered if it was a verbiage thing – small houses were okay, but tiny houses were not. LMurphy said “Housing Options” includes all options.

For Economic Development, PRenaud feels that the goal has always been pretty straightforward: To encourage innovative & traditional businesses including home businesses that maintain the character of the neighborhood and the quality of the natural environment.

A strategy is to have online information available, and to increase the economic development by expanding business opportunities. The Board further discussed the objectives LMurphy had listed, and she noted their suggestions. Objective 3 was deleted. Objective 4 was modified to more closely follow the Town’s plans and the work that had been done over the past year.

Land Use

PRenaud felt that a lot of this was outside the purview of the Planning Board. Again the Board brainstormed about wording here, working with LMurphy to establish the Town’s actual goals for future land use.

Traffic and Transportation

PRenaud discussed the Private Road Policy and thought we might want to eliminate the reference to “Develop and adopt a Road Policy” and instead have reference to the Class VI roads.

RMarshall brought up a question about Complete Streets. LMurphy said Complete Streets is more than just adding sidewalks.

**Construction Materials**

The Board could not think of a goal for this one. After more discussion without any decisions, the Board wrapped up the meeting and LMurphy left.

The Board will work on this further before LMurphy rejoins us in March.

AWood moved to adjourn the meeting, and PRenaud seconded. All were in favor.

**The meeting adjourned at 9:12 PM.**

***These Minutes were Approved at the meeting held on 2/27/2017.***