

**Town of Northwood  
Planning Board  
December 20, 2012**

Chairman Robert Strobel calls the meeting to order at 7:08 p.m.

**PRESENT:** Chairman Robert Strobel, Selectmen's Representative Scott Bryer Babette Morrill, Joe McCaffrey, Alternates Victoria Parmele and Adam Sprague, Town Planner Elaine Planchet, and Board Administrator Linda Smith.  
*Vice-Chairman Tim Jandebeur arrives at 7:40 p.m.*

**VOTING DESIGNATION:** Bob Strobel, Scott Bryer, Babette Morrill, Joe McCaffrey, Victoria Parmele, Adam Sprague; and Tim Jandebeur at 7:40 p.m.

**ABSENT:** Herb Johnson and Rick Wolf.

**MINUTES**

**December 13, 2012**

**Mr. Bryer makes a motion, second by Ms. Morrill, to approve the minutes of December 13, 2012.**

Page 1: Add: ...*Ms. Planchet noticed that...*

Page 3: Add: "a" delete "s" to *vision* on line 33 and delete "*the*" on line 35

**Motion passes; 4/0/2.** *Mr. McCaffrey and Mr. Sprague abstain.*

**Consideration of Initiation of Revocation Process**

**Case 11-14: Denise Gordon, 68 First NH Turnpike. Map 234; Lot 19.**

Applicant seeks site plan review for yarn retail business within existing residence.

Ms. Planchet refers the board to her November 28, 2012 letter and the December 22, 2011 Notice of Decision included in their packets. She states that the conditions of approval have not been met. Discussion ensues regarding the Revocation process.

**Ms. Morrill makes a motion to initiate the revocation process of the conditional approval; seconded by Mr. Bryer. Motion passes 6/0.**

**Notice of Appeal**

Ms. Planchet states that staff has received notification from town counsel that an intention of appeal for the Fernandes Voluntary Merger decision has been received. Ms. Smith states that this is all the information to date so there is nothing to really discuss.

**Master Plan Update (MPU)**

Discussion ensues on the master plan update. Ms. Planchet refers to the "Draft Visioning Statement" handout dated December 20 and the Master Plan Decision Sheet of December 13, 2012. She explains that the percentages from the survey responses are included on the draft statements. She states that she

*Official as of January 10, 2013*

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has yet to add the comments from the visioning session notes and points out that those comments are not weighted as the survey comments are since they were not voted on at the sessions. Ms. Parmele states that there seems to be some overlap on the visioning statement draft with items # 1, 2 and 3 on small town/rural character.

Ms. Planchet states that her opinion is that there is not sufficient input today to put a visioning section together at this time. She explains that the board could draft some visioning statement language and have it available for members of the public to provide comment. She states this could be done at the master plan work sessions and *put* on the town website.

Ms. Planchet directs the board to the discussion sheet and suggests the board consider which topic sections the board wants to include in the master plan update. She explains that the board could include topic sections which include a two or three paragraph description of the current situation with recommendations for specific action or review to occur later. Ms. Planchet states the board may also want to consider addressing the need for more volunteers and public involvement in the town and make recommendations to increase participation. She explains that this is a real concern, not only in this community. Discussion ensues.

Mr. Jandebour arrives at 7:40 and is added to voting designation.

Ms. Planchet states that she could lead the discussion on agriculture at the January 10 work session; otherwise she would focus on the visioning section.

Mr. Strobel states that this leaves transportation for the February work session; Economic Development in March, and Population and Housing in April.

Ms. Planchet refers to the discussion sheet question #6 and asks the board if they want to define the issues as they go along or to define the issues based on information and analysis. Mr. Bryer and Mr. Strobel state they want to define the issues based on information and analysis.

Discussion ensues on what the threshold is for a determination that represents the community. Mr. Bryer states he believes that it should be based on information and analysis. Mr. Strobel states he is ok with that approach and that we can re-visit it if we discover we need more analysis.

Discussion ensues regarding the work session on agriculture. The consensus of the board is for staff to contact folks who may have an interest in agriculture

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and invite them to the meeting, and to place a press release in the Sun as well as a notice in the town's website.

Mr. Sprague states that he will assist with the transportation section.

Discussion ensues regarding potential sections to include in the master plan update following item # 8 on the Discussion Sheet. The consensus of the board is that these topics could be addressed: Community Facilities (which could include village areas, town center, gym, etc.), Economic Development, Natural Resources including water, energy could be addressed in Community Facilities or a small section by itself, Transportation and Population. Mr. Jandebour states he has a lot of information on the "Silver Tsunami" and is looking forward to the discussion.

Mr. Strobel states he is willing to help support anyone with Power Point, etc. for visuals. Mr. Bryer states that he will as well.

The board considers the master plan work session schedule and decides not to discuss Transportation on February 14, but to generally discuss the visioning section on that date. The board decides to keep the March discussion for Economic Development and revises other dates to be: Transportation on April 11 and Population and Housing on May 9.

**Motion to adjourn is made by Mr. Bryer, seconded by Ms. Morrill at 8:36 p.m. Motion passes unanimously; 7/0.**

Respectfully submitted,

Lisa Fellows-Weaver  
Board Secretary