

CANDIA PLANNING BOARD
MINUTES of April 15, 2009
APPROVED

Present: Mary Girard, Chair; Sean James, Vice Chair; Kim Byrd; Judi Lindsey; Ginny Clifford; Amanda Soares, Alternate; Scott Komisarek, Alternate; Dennis Lewis, Road Agent

Absent: Joe Duarte; Garrick Asselin

Chair Girard called the meeting to order at 7:00 p.m. Amanda Soares was asked to sit for Garrick Asselin. Scott Komisarek sat in for Ginny Clifford for 10 minutes.

Review of Minutes 3/18/09

J. Lindsey **moved** to accept the minutes as amended. K. Byrd **seconded**. **All were in favor.**

- Page 1, Under Harbor Street paragraph line 7 change “to” procedure to “a” procedure.
- Page 2, 3rd paragraph change “CTAO” to “CTAP”.
- Page 3, 4th paragraph change “underling” to underlining”. “Browns Field” to “Brownfields”.

SNHPC Source Water Protection Study

Rachel Kelley from SNHPC presented the study. She passed out copies of the study to the Planning Board. She said this study was done in conjunction with NH DES Drinking Water Source Protection Department. The study focuses on public water sources and public wells in Candia designated by NH DES. The goal is to protect these wells and protect Candia’s drinking water, source water and ground water from contamination such as petroleum, salt etc. The Plan contains an analysis of Candia’s Master Plan, Zoning Ordinance and Site Plan regulations. SNHPC biggest recommendation is a Ground Water Protection Ordinance since the Town does not have one.

R. Kelley discussed potential contamination areas. She talked about best management practices on monitoring land use, regulated substances. Town salt land, State Salt shed and old recycling center were part of the study and no contamination was found. She recommended updating this report every 3 years.

S. James asked about the Town Hall being included under active public water systems. Chair Girard said the water park should be listed as well. R. Kelley said they would be added to the list.

J. Munn recommended adopting a ground water aquifer ordinance and earth excavation regulations. Chair Girard said Candia had earth excavation regulations done in 1989. J. Munn recommended updated them referencing RSA 151E with the new buffer regulations. Chair Girard recommended the subcommittee work on updating the earth excavation regulations.

There was a discussion on using an overlay or specific aquifers when drafting the ordinance. S. James felt an overlay would be best. J. Munn said that Chester which is similar to Candia did an overlay and it worked well for them. Chair Girard said that the Board needs to read the report to decide. Testing of water was discussed.

J. Lindsey clarified contact on page 35 for Henry W. Moore School should be Peter not Henry and updated the phone number. K. Byrd asked if this report contained an estimate of how much water is used per day and what Candia’s major water resources are. J. Munn said that the USGS just recently did this less then a year ago and will send the link to this information.

Chair Girard thanked Rachel Kelley for her presentation.

SNHPC Community Technical Assistance Program (CTAP) Road Map Summary

J. Munn and Mathew Caron, Transportation Planner from SNHPC were present. J. Munn summarized the planning goals and projects that Candia had identified in February. He said he would like Candia to accept this report so they would be able to present it to the DOT. The first grant has been used and the second grant is available and can be used for any of the discussed planning goals and projects.

The first item is the Open Space Plan which is currently being done by SNHPC. Second is Mixed Use Village Plan. Third is the Cost of Community Services which is currently being worked on, fourth and fifth Economic Development Strategy and Workforce Housing. J. Munn confirmed that Candia would like a combined workshop on these two. They also fit under the collaborative economic development plan.

Sixth and Seventh items were Intersection Design and Safe routes to Schools. J. Munn said he has talked with Karen Lessard regarding these items. M. Caron said Safe Routes for Schools is a 100% reimbursable funding program that includes structured projects such as sidewalks, signage, stripping.

Eighth item is the Brownfields Redevelopment which S. Komisarek has been working on with SNHPC. J. Munn suggested having a meeting to include the Road Agent and the Fire Chief. Two additional properties were identified at exit 3 that are both potential areas for clean up. They are the Motorcycle Works property that used to be a roofing company and a structural steel company property that was used to be a fiberglass boat manufacturing site. J. Munn said he would add these properties to the Brownfields list. J. Munn said the Brownfields properties identified are privately owned and SNHPC and Candia cannot force them to participate but only make them aware of the benefits to gain from this program.

Ninth on the list is the Storm water ordinance. This goes along with the SNHPC Source Water Protection Study presented tonight. It is a further in depth breakdown including a natural resource advisory. J. Munn said Candia is eligible for grant money for the Estuaries Study that includes other towns in the headwaters of the Lamprey water shed. This is a separate CTAP funding to update water resources.

The energy audit plan is the tenth item. J. Munn said this is a good plan to do and that there may be stimulus block grants in the future to help fund this. He said he would keep Candia informed.

J. Munn said the Road Connectivity Study/Plan and Exit 3 Roundabout can be written into the subdivision regulations. The School Impact Fee Study was addressed and not recommended at this time by SNHPC. In the future, it may be warranted. Traffic Impact Fee study was approved by Town Counsel.

The grant can be used for any of the proposed goals and projects listed. Candia has time to decide but should not wait to long as he was not sure if funding will remain in place. J. Munn encouraged Candia to use the grant for the Village Plan. The Town can bring in a consultant.

J. Munn said he is looking for Candia to endorse the CTAP Community Planning Road Map so it can be sent to the DOT. Chair Girard said that the Board should wait as Joe Duarte the Board of Selectman CTAP representative is not present. J. Munn said he would send an updated study.

Girard asked if SNHPC could be present at a future Public hearing to adopt the Traffic and Solid Waste Impact. J. Munn said he would attend the public hearing to answer any questions.

SNHPC Cost of Community Services Study (COCS)

It was the consensus of the Board to use the remainder of the first CTAP to partially fund a COCS study being done for the Conservation Commission. Chair Girard signed a scope of work and contract for the COCS. J. Munn said this report will be started in July and finished by

December of this year. A copy of the signed contract will be given to the Conservation Committee. Chair Girard clarified the payment would coming out of money that SNHPC holds.

SNHPC Regional Collaborative Economic Development Plan

J. Munn discussed the Metro Center NH Regional Economic Development Plan that would include 13 towns. He suggested that Candia could use their \$10,000 collaborative grant allocation for this project. It is a partnership between SNHPC and the greater Manchester Chamber of Commerce (GMCC) and the New Hampshire Department of Resources and Economic Development (NH DRED) to encourage communities to look beyond their individual borders to implement both short term and long-term projects and services. A task force would be established with each community sending representatives. SNHPC would prepare an economic assets profile for each community, conduct a SWOT analysis which identifies and evaluates existing strengths and weaknesses, opportunities, and threats to economic development considering a variety of factors such as business climate, workforce, education, environment and infrastructure capacity. SNHPC would work with each community to develop inventory of potential areas and properties eligible under RSA 162-N for Economic Development Revitalization Zone (EDRZ). SNHPC will also conduct a cluster analysis on existing businesses, transportation, workforce skills, housing, education, utilities.

J. Munn said using the economic Assets Profile, SWOT, and Cluster Analysis, they will conduct a series of Visioning Workshops designed to discuss the findings and prepare an Implementation Strategy. This inventory would include “ready to go projects” that could be funded by the Economic Stimulus Package. SNHPC will also assist Candia with writing grants. The Regional Economic Development Plan is estimated to take 10 months.

M. Girard **motioned** for Town of Candia to participate in the Regional Economic Development Collaborative Plan using Candia’s grant of \$10,000. S. James **seconded**. **All were in favor**. J. Munn said the next step would be to have the BOS CTAP representative sign and send back to SNHPC.

SNHPC Linking Land Use and Transportation

Matt Caron, SNHPC Transportation planner presented a slide show. Handouts were passed out. M. Caron further explained CTAP saying it is a 5 year program committed to providing technical assistance addressing growth management issues in the region including impact of sprawl, implications of existing growth patterns, land use and transportation tools, alternative geometric roadway design standards, pedestrian level of service, sidewalk zones, traffic calming goals, elements of good complete street policy, access management and traffic smart design. Park and rides are included. DOT works with towns on projects so they are in place when funding is available.

M. Caron said Safe Routes to School is a good program and recommends Candia to take advantage of this funded program. He said he is the contact person for this program and would be happy to talk to someone from the school. J. Munn said that SNHPC has gone as far as they can now and Candia needs a representative from the Planning Board or School to take this project on. Chair Girard thanked him for his presentation.

Harbor Street, Crowley Road Upgrade cost increase

Dennis Lewis, Road Agent said upgrades to Crowley Road were quoted in December 2007. The vender held the price until December 2008. He was recently informed the cost of paving for the project increased by \$27,000, with another increase coming July 1, 2009. It was discussed that the Town financially could not cover the increases. Chair Girard said she would contact the Town Attorney regarding the increase of costs due to extensions given to the applicant for meeting conditions which has resulted in the delay of paving. The applicant’s current and last

extension is until June 30, 2009. If the applicant waits until the deadline the cost to pave will increase again July 1, 2009.

Other Business

Legal Add price increases Chair Girard said that the current fee of \$50.00 does not cover the new costs of legal ads. Hooksett Banners almost doubled their costs and Union Leader charges even more. The Hooksett Banner is now only published twice a month. Chair Girard suggested having a public hearing in May to review fees for noticing to cover the new costs. She asked for input from the Board. Postage is also increasing this spring.

Zoning Review and Revision Committee (ZRRC)

S. James said that the Zoning Review and Revision Committee (ZRRC) met last night for the first time this year. Workforce housing was discussed and the question was raised if Candia already meets its fair share. J. Munn said under Candia's membership dues they could do a Fair Share Analysis using HUD standards to see how many housing units fit workforce housing to give a baseline to Candia. Jill Harris will be doing the audit. It was discussed that increased workforce housing would result in taxes being raised making housing more expensive. Candia already allows in-law apartments, apartments, multi family, and manufactured housing. J. Munn suggested finding a balance and Candia could start with the MS1 report the town files with the NH Department of Revenue. This report breaks down percentage of land use by residential, commercial, utilities, non residential. The total assessed value could be used to determine the ratio between the different land uses. D. Lewis suggested adding record drawings and as-built requirements into the regulations. The cul-de-sac radius was discussed. The ZRRC committee will meet May 12, 2009.

May 2, 2009 Annual Planning & Zoning Conference

Chair Girard reminded the Board the deadline to go to the conference is April 22, 2009 if anyone else is interested in attending. S. Komisarek asked to have the information email to him.

Planning Board meetings

It was the consensus of the Planning Board to cancel the May 6, 2009 meeting. The Planning Board will meet May 20, 2009.

Updates to the ordinances and regulations were passed out.

G. Clifford commented positively on the workshop with guest speaker Randall Arendt that was held in Concord. S. James asked about putting in the budget for a screen.

K. Byrd **motioned** to adjourn at 8:55pm. A. Soares **seconded**. **All were in favor.**

Respectfully submitted,
Sharon Carrier
Land Use Secretary