

PLANNING BOARD MINUTES

November 8, 2006

ROLL CALL:

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| Phil LoChiatto, Chairman – Present | Ruth-Ellen Post, Vice Chairman – Present |
| Nancy Prendergast, Secretary – Present | Walter Kolodziej, Regular Member – Present |
| Ross McLeod, Regular Member – Present | Pam Skinner, Regular Member – Present |
| Neelima Gogumalla, Alternate – Present | Rick Okerman, Alternate – Excused |
| Margaret Crisler, Selectmen Member – Present | Alan Carpenter, Selectmen Alternate – Excused |

STAFF:

Al Turner, Director of Planning and Development – Present

CIP MEMBERS PRESENT:

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| Pam Skinner, Chairperson, PB Representative | Ruth-Ellen Post, Vice Chair, PB Representative |
| Marcia Unger, Secretary, Citizen Volunteer | Roger Hohenberger, Selectman Representative |
| Jack Merchant, Citizen Volunteer | Beth Valentine, School Board Alternate |

Mr. LoChiatto opened the meeting at 7:30 pm.

PLANNING BOARD WORKSHOP:

Capital Improvement Program – Discussion

Ms. Skinner distributed a draft copy of the CIP report and presentation for FY 2007-2014. Ms. Skinner described the key steps used in the creation of the 2007 CIP. Mr. Hohenberger discussed the impact of the re-evaluations on the CIP rate. Since valuations increased significantly from 2005 to 2006, in order to raise the same amount of money on the higher evaluation (without new growth monies), the CIP rate of \$1/thousand would be reduced. The CIP committee determined a new CIP rate of \$0.75/thousand. Projected growths are estimated at 2.5%. The Town department requests submitted total \$29,987,298 for FY 2007-2014. Each request was given a classification ranging from 1 (urgent) to 5.99 (premature, needs more research). The CIP committee determined \$2,189,518 to be the total CIP funding for FY 2007 and \$894,593 as the Town's total fixed obligations for FY 2007. The remaining \$1,294,925 was then appropriated for FY 2007 in accordance with the project classification sheet. Mrs. Unger explained the CIP appropriation chart summary and details.

Board discussion: CIP tax rate and philosophy, road improvements, Engine 3 repairs and replacement, salt shed, combined facility for highway agent and transfer station, facility improvements of the transfer station, location of new middle school, parking lot paving of current middle school and library addition.

CIP committee's next meeting is scheduled for November 16. The public hearing on the CIP is scheduled for December 8.

Mrs. Unger, Mr. Hohenberger, Mr. Merchant, and Mrs. Valentine left the meeting.

MINUTES:

- Mrs. Crisler motioned to approve the October 25 minutes as amended. Ms. Prendergast seconded. Passed 5-0-2. Mr. McLeod and Mr. Kolodziej abstained.

SIGN PERMITS:

- Mrs. Crisler motioned to approve the design of the free-standing sign as submitted for Windham Junction Country Store. Mr. McLeod seconded. Passed 7-0.

- Mr. Kolodziej motioned to approve the wall signs at 128 North Lowell Road that stipulate “Kitchen” and a daily menu. Seconded by Ms. Skinner. Passed 7-0.

OLD/NEW BUSINESS:

- Mr. Turner provided the Board with the required dates for posting and hearings for zoning changes.

POTENTIAL ZONING ORDINANCE CHANGES:

Gas Stations: Staff will map existing gas station locations and current zoning restrictions.

Elderly Housing: Mr. Turner read his attached letter to the Planning Board into the record. At the last meeting, staff was directed to collect data from the police, fire and tax assessor, along with road maintenance cost averages and number of prior Windham residents now living in elderly housing.

Comments from police, fire and tax assessor are on file. Comment from the road agent, road maintenance costs are \$8,300/ mile of road. However, the overall capital expenditures for road maintenance over its 25 year life span is \$45,000/year/mile. Town currently has 2.2 miles of private roads in elderly developments.

Board discussion: Under our current zoning, the density for elderly housing is the same as the density for single-family homes. What is the intent of the elderly ordinance? Is it working? Is it doing what we want it to do? The developers are doing what we are asking for in accordance with our ordinance. Are our seniors moving into these developments? Have the demographics changed in Town?

The number of elderly housing units currently allowed in Town is 484 (10% of the number of existing dwelling units). 252 units have been approved and are located at Whispering Winds, McAuley Commons, Hadleigh Woods, Windham Meadows, and Lakeview Farms. Independent/assisted living facilities and nursing homes do not fall under the elderly housing ordinance and are not included in the 10% calculation.

Board discussion: If the ordinance is not working, then we should get rid of it or fix it. If we’re going to keep the ordinance then we should at least do the following: 1) Change name to “age restricted” housing; 2) do not allow a development to have solely single family housing; and 3) make ADA a requirement. If we delete the ordinance, then we can research and propose something better. The Board also discussed multi-family housing, affordable housing and subsidized housing.

Board discussion: What are the mixed uses within the Village Center District, elderly housing can be built in the Village Center District, if the elderly housing ordinance is to be deleted from the zoning ordinance, the existing elderly housing developments would still fall under the zoning under which they were approved. Neighboring towns are facing similar struggles with their elderly housing ordinance. We are providing a service, and there is a need for elderly housing in Town.

A Public meeting is scheduled for November 29 to receive public input on the following zoning matters: Age Restricted Housing Ordinance, Gas Stations, Village Center District Zoning Map, Hardwood Road rezoning, and Structure Definition.

Mr. Kolodziej motioned to adjourn. Mr. McLeod seconded. Passed 7-0. Meeting adjourned at 10 pm.

These minutes are in draft form and have not yet been reviewed and approved
Respectfully submitted, Nancy Prendergast