

**APPROVED
TOWN OF PELHAM PLANNING BOARD
MEETING MINUTES
March 18, 2024**

Chairman Tim Doherty called the meeting to order at 7:00 PM.

Secretary Danielle Masse-Quinn called roll:

PRESENT ROLL CALL: Tim Doherty – present
Danielle Masse-Quinn – present
Joe Passamonte – present
James Bergeron – present
Kevin Cote – present
Selectmen’s Representative Charlene Takesian – present
Alternate Hal Lynde – present
Alternate Paddy Culbert – present
Alternate Samuel Thomas – present
Alternate John Spottiswood – present
Alternate Scott Sawtelle – present
Planning Director/Zoning Administrator Jennifer Beauregard – present
Recording Secretary Heidi Zagorski – present

NOT PARTICIPATING: Selectmen’s Alternate Representative Jaie Bergeron
Bruce Bilapka

PLEDGE OF ALLEGIANCE

MEETING MINUTES

MOTION: (Passamonte/Takesian) To approve the March 4, 2024, meeting minutes as written.

VOTE: (6-0-1) The motion carried.

ACKNOWLEDGMENT

Mr. Tim Doherty and the Board members recognized Mr. Roger Montbleau for his nearly thirty years of service as a member of the Planning Board. Mr. Montbleau expressed his pleasure and enjoyment at having served on the Planning Board.

PUBLIC HEARING

Mr. Doherty asked members of the Master Plan Subcommittee to join the Board for the presentation of the Master Plan.

Mr. Samuel Thomas, the Chair of the Master Plan Subcommittee, welcomed all to the final version of the Master Plan. Mr. Thomas said tonight is the conclusion of an eighteen (18) month journey with the Town to establish a Master Plan. Mr. Thomas said during this time, Resilience Planning & Design was the selected partner in helping to drive the Master Plan. Mr. Thomas said the Master Plan is under the RSA 674:2. Mr. Thomas outlined what the Master Plan Subcommittee along with Resilience Planning & Design did to establish the Master Plan. Mr. Thomas explained that during the study they addressed the guidance with Resilience of the Town’s existing conditions, had an outreach program where members of the community attended and shared ideas of what they wanted the town to be, and once

those two reports were issued, they then established a real working program with Resilience to develop the basics of what a Master Plan is. Mr. Thomas said that in addition to meeting with all of the Boards and Committees, they took it a step further and went to the High School to ask students to be part of the Master Plan because they will inherit the Master Plan and be implementing it over the next ten-fifteen years.

Mr. Thomas handed the presentation to Mr. Steve Whitman and Ms. Elizabeth Kelly from Resilience. Ms. Kelly said they would like to provide a brief presentation about the planning process and reference some major sections of the document. Mr. Whitman began the slideshow by explaining that over the 18 months, it was split into four major phases. Mr. Whitman said this all went into crafting the vision statement. Mr. Whitman said the Town committed to a regular schedule and various ways to reach the community for input and to raise awareness.

Ms. Kelly said she would go through some of the major components of the plan. Ms. Kelly said the vision was strongly guided by community input. Ms. Kelly read the Vision for the Future into the record: *“Pelham strives to maintain its small-town heritage and rural character by balancing the need to plan for changing housing and economic realities with the protection of its historic charm, natural resources, and rural neighborhoods. Pelham encourages and endorses support of farming, and we support land conservation. We are a vibrant and collaborative community that provides support and opportunities for its older and younger residents, and all ages in between. Pelham is a community where residents can safely walk and bike between destinations throughout the community. Pelham is forward-looking and works to address critical issues, like climate change, by promoting renewable energy systems and energy efficiency improvements. Pelham promotes sustainable water quality and water quantity. A dynamic school system, diverse and affordable housing options, an active town center, access to the outdoors, a variety of local businesses, and high-quality Town facilities make Pelham a great place to live, learn, work, visit, play, and retire.”* Ms. Kelly said the vision for the Master Plan is meant to be a broad overarching statement that the rest of the plan is meant to support.

Ms. Kelly said the ‘Future Land Use Strategy’ is focused on retaining Pelham’s small-town identity. Ms. Kelly said the two focus areas, ‘Steward Pelham’s Land and Water’ and ‘Foster a Sustainable and Multi-Generational Community’ were identified to achieve the Future Land Use Vision. Ms. Kelly said the Future Land Use Strategy is a primary component of the Master Plan document and identifies areas of town where future growth and change would occur or areas that would remain the same and be protected. Ms. Kelly continued to outline the focus areas of the planning document.

Ms. Kelly said lastly there is an Implementation Section which includes a series of actions that are both regulatory and non-regulatory. Ms. Kelly said they recommended a trackable version of this be kept by the Town that would have information for the responsible party to implement each action.

Mr. Thomas opened the discussion to the public. Hearing and seeing none, Mr. Thomas closed the discussion to the public.

Mr. Jeff Gowan, the former Planning Director, expressed how strong and well-done he felt the Master Plan was.

Mr. Thomas expressed the importance of the implementation plan to ensure the action items that were established happen. Mr. Thomas said that they had planned to form a subcommittee of 4-6 members to create an Implementation Subcommittee.

Ms. Danielle Masse-Quinn expressed acknowledgments and thanked Mr. Samuel Thomas, Mr. James Bergeron, Mr. Roger Montbleau, Mr. Bob Lamoureux, Mr. Al Steward, Ms. Yvonne La-Garde, Mr. Donald Smith, Ms. Cyndi Fournier, Mr. John Spottiswood, Mr. Dave Hennessey, Mr. Sahil Parikh, Mr. Jeff Gowan, Mr. Jaie Bergeron, Ms. Darby Wilson, Ms. Darlene Greenwood, and Tibor Ivani for their participation in volunteering on the Master Plan Subcommittee.

Mr. Bob Lamoureux expressed his enjoyment of the meetings and the respect he has received from everyone.

Mr. Jeff Gowan also thanked Ms. Jennifer Beauregard and her team. Ms. Masse-Quinn expressed her thanks to Ms. Beauregard and her team for their hard work. Lastly, Ms. Masse-Quinn thanked the Pelham residents.

Mr. Thomas closed the Master Plan presentation.

Mr. Doherty announced a five-minute recess. The Board returned from recess at 7:41 PM.

Mr. Doherty announced that alternate member Mr. John Spottiswood would vote in place of absentee member Mr. Bruce Bilapka.

MOTION: (Cote/Passamonte) To dissolve the Master Plan Subcommittee.
VOTE: (7-0-0) The motion carried.

MOTION: (Cote/Passamonte) To table the draft version of the Master Plan to the April 1, 2024 Planning Board meeting.
VOTE: (7-0-0) The motion carried.

Ms. Beauregard stated that if the Planning Board would not be adopting the Master Plan, they would need to continue the Public Hearing to the next Planning Board meeting, April 1, 2024.

NON-PUBLIC SESSION

MOTION: (Masse-Quinn/Bergeron) To request a non-public session per RSA 91-A:3, II (c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself.

ROLL CALL VOTE: Mr. Passamonte – YES
Mr. Cote – YES
Ms. Masse-Quinn – YES
Mr. Bergeron – YES
Ms. Takesian – YES
Mr. Spottiswood – YES
Mr. Doherty – YES

Mr. Doherty noted that when the Board returned after the non-public session, the Board would not take any other action publicly, except to seal the minutes of the non-public session and to adjourn the meeting.

The Board entered non-public session at 7:50 PM.

MOTION: (Cote/Passamonte) To leave the non-public session.
VOTE: (7-0-0) The motion carried.

MOTION: (Cote/Passamonte) To seal the minutes of the non-public session indefinitely.
VOTE: (7-0-0) The motion carried.

ADJOURNMENT

MOTION: (Cote/Passamonte) To adjourn the meeting.

VOTE: (7-0-0) The motion carried.

Respectfully submitted,
Heidi Zagorski, Recording Secretary