

Waterville Valley Planning Board
Summary of the Minutes for the
Regular Planning Board Meeting
Held on Thursday, March 12, 2015 at 8:00am

Chairman Ray Kucharski called the meeting to order at 8:01 am.

1) Board Concerns & Directives

Bill Larson, ex-officio, informs the Planning Board of the Board of Selectmen's appointments/recommendations to the Planning Board as follows;

- Ray Kuscharski (2017 term end) and Kathy Chandler (2016 term end) move from Full Members to Alternate Members
- Cyndy Piekos is reappointed as a Full Member, with term ending 2018.
- Wendi Rathgeber (2017 term end) and Harry Notowitz (2016 term end) will move from Alternate Member to Full Member.
- Cheryl Saenger is reappointed as an Alternate Member, with term ending 2018.
- John Recine is appointed as an Alternate Member, with term ending 2018.
- Bill Larsen is appointed as Ex-officio.

Ray Kucharski comments that he has fulfilled his 5 maximum terms as a Full Member. Ray reviews the nomination of the slate of officers as discussed at the last meeting; Terry Waite as Chair, Cyndy Piekos as Vice-Chair, and Wendi Rathgeber as Secretary.

Bill Larsen motions the selection of candidates as discussed: Terry Waite as Chair, Cyndy Piekos as Vice-Chair, and Wendi Rathgeber as Secretary of the Planning Board.

Cheryl Saenger: 2nds.

Motion was carried by a unanimous vote.

The meeting is turned over to Chairman Terry Waite, who thanks Ray Kucharski for his many years of service on the Planning Board., and welcomed newest member John Recine to serve as an alternate.

2 & 3) Roll Call and seating of alternates:

Full members in attendance: Chairman Terry Waite, Vice Chairman Cyndy Piekos, Bob Guilbert, Ex-officio Bill Larsen, Wendi Rathgeber, and Nancy Knight.

Alternate Members in Attendance: Ray Kucharski, Cheryl Saenger, and John Recine.

Members Absent: Harry Notowitz.

Alternate Members Absent: Kathy Chandler.

Public in Attendance: Mark Decoteau, Sharon Charron, Janet Carlisle.

Alternates Seated: Cheryl is seated in place of Harry Notowitz.

4) Review and Acceptance of the Minutes of 2/12/2015 Meeting.

Bob Guilbert motions to accept the regular meeting minutes of February 12, 2015 as presented.

Cyndy Piekos: 2nds.

Motion was carried by a unanimous vote.

5) New Business

- **Election of Officers**

Item was done earlier in meeting, and is completed.

- **Review of 2015 Board Objectives**

The Planning Board discusses their plans and goals for 2015. Items of particular interest were further work on as follows:

1. **SIGNAGE**

Incorporate suggestions from the Pedestrian Village Study regarding signage. Discussion followed in reviewing the changes which recently passed at Town Meeting. The subject of branding was also mentioned, and the establishment of a Town “working group” to gain more insight on signs for roads, paths, and trails.

2. **RE-STRIPING ROADS**

Re-striping of roadways was discussed, and again incorporating suggestions from the PVS with regards to crosswalks and dedicated bike lane. The prioritizing of locations, identifying type of crosswalk, standards to follow, and working with Public Safety and Public Works to insure compliance to state regulations. A joint meeting of BOS and PB was suggested as well.

3. **MASTER PLAN**

The Master Plan was last reviewed in 2010 by the PB. The board discussed using the PVS as a guideline for the directives of the Master Plan, and potentially using sections as references, or an appendix.

4. **WETLANDS STUDY**

Continue to work on applying results of the wetlands study pertaining to drainage areas and culverts needs. Additionally there is need to check for discrepancies between the wetlands study, pedestrian village study, and the master plan.

5. **CAPITAL IMPROVEMENT PLAN**

Mark suggests that collaborative work is needed by department heads with the Planning Board to prioritize the PVS suggestions, and to eliminate or rearrange CIP items. Balancing the needs and recommendations with department heads will serve in the best interest of all for future CIP projects. Discussion followed regarding the process of the CIP Plan from the CIP committee to PB to BOS, and whether it should return to the PB after BOS review if any changes are made? Mark explains that with a Master Plan, the PB must establish a 6 year CIP Plan. The BOS looks at the funding for the current year for the CIP projects. Further discussion includes whether or not the PB should be involved in decisions regarding bonding CIP items versus using cash to cover costs. The CIP committee members, Cyndy Piekos, Bob Guilbert & Terry Waite, requested to have additional meetings this coming year in conjunction with department heads, to become

more informed with future needs as part of preparing the CIP recommendations for the 2016 budget.

- **Conceptual Consultation**

Mark informs the board the individual is not present today to discuss the conceptual plan. That person is working with Chip Roper and had questions regarding multi-family building development in the commercial zone. Item tabled to a future meeting.

6) Old Business

Bill Larsen requested that when then updating of the Zoning Regulations is done, along with the subdivision and site plan, that electronic copies, as well as hard copies, are distributed to the board members as the current regulations. The numbering system will be the same standardized format between all 3 documents. The addition of line numbers was suggested as an added feature. Sharon will work with the PB officers to review sections during the re-numbering process.

7) Communications

Sharon informed the board members that she will be forwarding information about the annual Spring Planning & Zoning conference scheduled for May, 2015. Anyone who wants to attend needs to let her know, and which sessions they would like to register for. Details will be in the forwarded email.

8) Committee Reports

- **Update on the Pedestrian Village Study**

Wendi updates the board on the PVS plan to create a “Town Core Working Group”, per Mark Kane’s suggestion. The group needs to be small, but also needs to incorporate diversity. Wendi, Nancy, and Cyndy would represent the Planning Board. Other members include Bill Cantlin and Tom Gross. Additionally someone from the Town (Mark or Bill, Mike or Margaret from BOS?) and the mountain (potentially Matt Hesser?) was also suggested. Another suggestion offered was to ask Bob Fries, based upon his experience in mountain management, as a local business owner, and a resident. Technically this group would be a Planning Board sub-committee. Discussion followed concerning the suggestions of these members, and other possible ones, and the both short and long range priorities of the group.

Additionally, the Final version of the PVS will be sent to the printer to have complete sets made for all PB members, as well as the committee members. The Final version is presently listed on the website in 3 sections, along with the appendices A through F. 25 copies will be made.

9) Board Concerns

The description of the CIP duties was also discussed. Bill Larsen offered to draft something on behalf of the Selectmen’s expectations, and present to the Board. CIP members were discussed, and in 2014 the three members were Cyndy Piekos, Terry Waite, and Bob Guilbert and all 3 members would like to continue as members for 2015. No other volunteers were discussed.

10) Adjournment

Cheryl Saenger motions to adjourn the meeting at 9:05am.

Wendi Rathgeber: 2nds.
Motion was carried by a unanimous vote.

Respectfully submitted,
Sharon Charron
Admin. Asst.
Waterville Valley Town Office