

Planning Board Work Session Minutes

Location: Strafford Town Hall Conference Room

Date & Time: May 23, 2023 6:30PM

Voting Members Present:

Phi Auger – Chairman
Tim Reed – Vice Chairman
Charlie Moreno
Terry Hyland

Non-Voting Members Present:

Don Clifford – Alternate
Donald Coker – Alternate
Susan Arnold – Alternate

Others Present:

Autumn Scott, Strafford Regional Planning Commission, Regional Planner
Lisa Murphy, Strafford Regional Planning Commission, Senior Regional Planner
Robert Fletcher, Minutes Recorder

The Chairman, Phil Auger, called the Work Session to order at 6:33PM and recognized Board members Tim Reed, Charlie Moreno, Terry Hyland, Donald Coker, Don Clifford, and Susan Arnold as present. He also recognized as present Autumn Scott, Lisa Murphy, and Robert Fletcher.

Work Session – Master Plan Review

The Chairman asked Autumn Scott to initiate the Master Plan review. Autumn indicated that the Work Session is the last opportunity to finalize chapter content, goals, and actions in preparation for a public workshop in June.

The Board reviewed the overall Master Plan organization to confirm the proper sequence of information as follows:

- Introduction and Vision.
- Community Profile with demographic data and charts.
- Separate Chapters.
- Implementation Guide.

The Board noted that the sequence of the separate chapters had not been updated.

The Board reviewed the Community Profile demographic data and charts in detail and made several suggestions to add or omit information.

Autumn presented an updated version of the goals and actions for each chapter, which the Board reviewed in detail, line by line. All Board members actively participated in the review and made numerous suggestions to clarify the content and omit duplication. There will be several on-line links imbedded in the Plan to provide additional information. The Board also identified those action items for which they will accept primary responsibility.

Autumn and the Board addressed the next steps to complete the Master Plan development:

- Autumn will incorporate goal and action updates into the draft Plan and forward the entire draft Plan including edited narratives to Susan Arnold by Friday, 5/26/23. Autumn will also send a link to the Story Map to all Board members.
- Susan will review goal and action updates, review and accept all edits to the narrative, and forward the final version of the Plan to all Board members by Monday, 6/6/23.
- Board members will review Master Plan in preparation for Work Session on Tuesday, 6/13/23 at 6:30PM.
- The Board will conduct a final review of the Plan at 6/13/23 Work Session, including the Story Map, and finalize date for public workshop with community partners. A list of community partners will need to be finalized at the Work Session.

There being no further business before the Board, Charlie Moreno made a motion to adjourn the Work Session, which was seconded by Tim Reed. The Board voted unanimously in favor, and the meeting adjourned at 9:13PM.