

Place: Raymond High School Media Center

Call to Order: 7:30 p.m.

Members Present: Vice Chairman Bill Cantwell, Peter Buckingham, Gretchen Gott, Jonathan Wood, Maurice Titcomb and Selectmen's Representative Robert Carlberg.

Alternate Members Present: Steve Naoum

Planning Staff: Ernest Creveling, Community Development Director, Robert Price, Planning Technician and Bette Patterson Administrative Assistant

Pledge of Allegiance

Acting Chairman Cantwell announced that Alternate Steve Naoum would be serving on the Board for this evening's meeting, replacing John Page.

Master Plan Meeting *{NOTE: The Raymond Planning Board will hold a Master Plan meeting on the 4th Thursday of every month, unless otherwise specified}.*

Andy Smith and Tracy Fowler of the UNH Survey Center discussed the Community Survey with the Board. Mr. Smith presented three surveys to the Planning Board that he has used in other communities. He asked the Planning Board to start to think about questions the Board may have that they think should be asked on the survey. From that point, questions can be narrowed down and eliminated, and which questions should remain in the survey. He offered some advice on how to choose questions:

- If you know the answer to a question, don't ask it
- If you don't know what to do with the answer to a question, don't ask it
- If you're not prepared to deal with the answer to a question (lack of resources, not practical, etc.) don't ask it
- If the question's results would be "nice to know, but not 'necessary'", don't ask it

I believe it is very important to have some publicity and advertising to announce that there will be a survey coming out. Letting people know why the survey is important and what it means is very helpful.

Peter Buckingham asked if the questions were meant to be relevant for a specific time period (i.e. 5 years out, 10 years out, etc). Mr. Smith stated that questions are meant to be relevant for a period to be determined by the Planning Board – the intended lifetime of the Master Plan.

Peter Buckingham asked how to prevent people from filling out multiple surveys. Mr. Smith replied that it is impossible to prevent people from doing so. However, despite this, people who do take the time to fill out several surveys do not generally skew the results in a significant way.

Jonathan Wood stated one of the difficulties we encountered last time was the lack of neutrality in answers. Another problem is the bias in the way questions are asked. Mr. Smith stated that these issues are very important, and we will be taking a careful look at what we decide to put on the survey to ensure everything is in order.

Jonathan Wood asked about demographics, and how we can check to see that they relate to a true snapshot of the survey-takers in the Town when comparing to Census data. Mr. Smith replied with some examples of questions from other communities. Though the Census data is about 8 years old at this point, it still can be used to give some answers.

Gretchen Gott asked how we can account for divergent opinions in the same household if we are only sending one survey to each household. Mr. Smith stated this is a real methodological problem. I suggest still only sending one per household, and letting the household sort out who fills it out. In any cases where two people have obviously filled out the survey, then we will enter both responses. If anyone really expresses a desire to have a survey, then I see no problem in providing them one to fill out.

Bob Carlberg asked if it was fair to say the more people who respond, the better the result? Mr. Smith stated that it is better to have a higher response rate because the responses are more believable to the Town as a whole.

Bill Cantwell asked if any Towns have considered going with a registered voters list. Mr. Smith stated the downside of that is with growing communities such as Raymond, you are more likely to miss people who have either moved in or out. Also, younger and lower-income people are systematically missed using this approach.

Steve Naoum asked how a survey will be developed that will account for the broad spectrum of beliefs and ideals in the Town? Mr. Smith stated that is why we have committees and sub-committees, and the visioning session. These are all tools that can be used, and people contacted to ensure everyone is accounted for as best as possible.

Joyce Wood asked about the format of the survey – open ended or circle an answer. Mr. Smith stated it will be a mixture of all sorts of questions – yes/no, check all that apply, open-ended, etc.

Joyce Wood asked about households with younger, voting-age children. Should the school be involved in promoting the survey? Mr. Smith stated that would be a good idea, but perhaps we can target the questions to the age group. For example, tax questions are probably not important to a tenth grader, however recreation and entertainment questions are likely very important to them.

Bill Cantwell thanked Mr. Smith and Ms. Fowler for attending the meeting.

Jack Munn of Southern New Hampshire Planning Commission and Sarah James of Sarah James and Associates announced that tonight's meeting will establish a second wave of groups to work on the themes that came out of the May 5th Visioning Session. The

people working in these groups should have some sort of special knowledge or expertise in the subject area. The groups should be approximately 8-10 people. The groups will take the priority action proposals that came out of the May 5th workshop, and adding more detail to them. These will be presented to the larger community in the fall, and from there, the information will be incorporated into Master Plan Chapters.

The Planning Board discussed the groups that came out of the Visioning Session, and a discussion ensued on whether or not to include an individual Housing chapter. Ms. James stated it seems to her that it would be important to include Housing. Bob Carlberg stated that it might make sense to combine Housing with another chapter.

Peter Buckingham stated that the current Master Plan largely misses economic development. We need to make sure the update includes this.

Jonathan Wood requested for a poll of the Board on whether or not a specific Housing Group should be included:

- Gretchen Gott – Yes
- Steve Naoum – Yes
- Peter Buckingham – Yes
- Jonathan Wood – Yes
- Bob Carlberg – No
- Bill Cantwell – Yes

Bill Cantwell polled the Board on if Education/Youth Opportunities should remain as a group:

- Gretchen Gott – Yes
- Steve Naoum – Yes
- Peter Buckingham – Yes
- Jonathan Wood – Yes
- Bob Carlberg – No
- Bill Cantwell – Yes

It was decided that there will be a total of seven groups: Education/Youth Opportunities; Community Facilities; Open Space/Recreation; Balanced Economic Growth; Land Use, Planning & Zoning; Housing; and Fiscal Responsibility.

The Planning Board made suggestions on who may be interested in being involved with each group. A person’s name with stars around it indicated this person could be a potential coordinator for the group. The suggestions were as follows:

Education/Youth Opportunities

****April Rives****

Kelly Lehman

Colleen West-Coates

Ed French

Arlene French

Josh French

School Board Rep. (TBD)

Lynn LaBranch

Dennis LaBranch

Tammy (Raymond Coalition for Youth)

Celeste (Raymond Coalition for Youth)
Michelle Gordon
Randy LaCasse

Allison LaCasse
Sandy Ellis

Open Space/Recreation

Diane Naoum
David Chandler
Jan Kent
Pam Turcotte
Cheryl Killam
Michelle Gordon

Tracy Moorcroft
Bob Gonser
Roscoe Blaisdell
Paul Brown
Paul McCoy

Balanced Economic Growth

Carolyn Matthews
Chuck White
Nick Moccia
Paul McCoy
RBEDC Rep. (TBD)
Brian Campbell

Kathy Hoelzel
Marilyn Semple
Sally Paradis
Al Torriese
Craig & Dee (Catering)
Ed French

Acting Chairman Cantwell stated he feels that business owners who live out of town should have one night where they can voice their opinions as well.

Land Use, Planning & Zoning

Chris Rives
Richie Ladd
Pam Turcotte
Doug Vogel
Cheryl Killam
Nick Moccia
ZBA Rep. (TBD)
Jim Kent

John Chadwick
Steve Sloan
Chris Mozina
Dawn Mozina
Peter Cleaves
Andy Harmon
Nick Longo
Robert Price

Fiscal Responsibility

Jack Barnes
Doug Vogel
Brian Campbell
Ed French
Tim Auclair

Gail Columbus
Dave Spinney
Dave Hoelzel
Grace Collette
Jim Tuttle

Community Facilities

Susan Hilchey (sp?)
Shirley Dodge
Sally Paradis
Frank Bishop
Kevin Pratt

Pam Turcotte
Dick Wood
Julie Felch
Kathy Lee
Joyce Wood

Someone from Raymond Youth Coalition?

Housing

Richie Ladd

Linda Callaghan

Sumner Dodge

Greg Bemis

Steve Sloan

Peter Harney

Denise O'Grady

Dave Turcotte

The Planning Board members determined that Tuesday, June 26 should be the date for a Kick-Off meeting for Coordinators and Planning Board members.

The Planning Board thanked Jack Munn and Sarah James for attending the meeting.

Approval of Minutes

MOTION: Jonathan Wood made a motion to approve the minutes 05/10/07 as amended. Steve Naoum seconded. Bob Carlberg and Gretchen Gott abstained. The remaining members voted in the affirmative. MOTION PASSED.

Other Business

Continued from 05/17/07 – Review of a driveway application for a second driveway.

Community Development Director Creveling stated that he called the individual after last week's meeting, and there has been no follow-up from him yet. I will contact him again.

Peter Buckingham stated he attended a Regional Planning in Metro-Manchester Conference. This included all the Towns affected by the eventual widening of I-93. The Director of DRED ran the meeting. The representative from Hooksett asked an intriguing question. Manchester has an Economic Development Coordinator and none of the surrounding Towns do. Is it possible to utilize the services of that person? We were told it would be possible, but it would be up to the Board of Selectmen to see if they would like to share in the cost of such a service. It was also stated that 88% of all new business comes in through a website, and Raymond needs to get some contact information up for businesses.

Bob Carlberg stated the meeting was filmed, and we will provide a copy once we obtain it. It was a very interesting meeting, and I think it should be shared with all the members.

Jonathan Wood asked the Board to consider, when the Board looks at the Excavation Permit Renewals in the near future, that the permits specifically state that operations will not start until safety and silt fencing is properly installed, and that no operations will commence while silt and safety fencing is down. Almost every site we visited had downed silt fencing. Also, the alleged safety fencing on another site we visited did not have safety fencing up, and that fencing has been down for years.

Gretchen Gott stated that we have had a problem with enforcement for a long time. We need to have regular, random, expected and unexpected inspections of these locations.

Bill Cantwell stated he agreed with the provision for the safety fence, but the silt fencing can have a leeway period for fixing it.

Jonathan Wood stated part of their operational maintenance should require that they take a walk around and make sure their fencing is installed and functioning properly.

Adjournment

MOTION: Jonathan Wood made a motion to adjourn. Bob Carlberg seconded. Voted unanimously in the affirmative. MEETING ADJOURNED AT 10:06 P.M.

Respectfully submitted,

Robert Price
Planning Technician