

**TOWN OF WOLFEBORO  
PLANNING BOARD  
January 2, 2018  
MINUTES**

**Members Present:** Kathy Barnard, Chairman, Vaune Dugan, Vice-Chairman, Brad Harriman, Selectmen's Representative, Peter Goodwin, John Thurston, Members, Tom Brown, Alternate.

**Members Absent:** Paul O'Brien, Mike Hodder, Members, Dave Alessandroni, Alternate.

**Staff Present:** Matt Sullivan, Director of Planning and Development, Lee Ann Hendrickson, Administrative Secretary.

*Chairman Barnard opened the meeting at 7:00 PM at the Wolfeboro Town Hall Great Hall.*

*Chairman Barnard appointed Tom Brown, Alternate, to sit in for Mike Hodder, Member.*

**I. Introduction of Board Members**

Chairman Barnard introduced the members of the Planning Board and Staff.

**II. Public Comment**

None.

**III. Approval of Minutes  
December 19, 2017**

*It was moved by John Thurston and seconded by Vaune Dugan to approve the December 19, 2017 Wolfeboro Planning Board minutes as submitted. All members voted in favor. The motion passed.*

**IV. Communications & Miscellaneous**

The Board was provided the following communications/information; meeting memorandum and CIP Committee minutes.

**V. Unfinished Business  
Master Plan**

The Board reviewed the Quick Facts data sheet and agreed to the following revisions;

- Correct typo in Income and Employment header
- Place "Largest Employers" above the chart
- Largest Employer chart; currently does not include 100 percentage figure
- Mean Travel Time to Work: change "27.2" to "27"
- Include NH income statistics
- Executive Summary (UNH) available at the public forum
- Include median value of all units (not just owner occupied units)
- Include number of people who commute to Wolfeboro

Referencing the median value of homes, Peter Goodwin stated it would be useful to have the number of shorefront v. nonshorefront properties.

Matt Sullivan stated such would be addressed in the housing chapter. He stated the median assessed value of properties immediately adjacent to shorefront properties and not adjacent to shorefront properties could be generated. He noted the median value is the market value; noting future housing sales could be tracked.

Steve Whitman reviewed land use; total area of land, water, roadway and conserved land.

John Thurston requested comparison to other communities with regard to conserved land. He questioned business statistics.

Steve Whitman stated employment numbers and largest employers information is available.

Matt Sullivan stated the EDC is discussing how to better track businesses and economic development.

Kathy Barnard recommended reviewing the Business Retention Program.

Matt Sullivan stated he interviewed with the Granite State News today.

The Board discussed the public forum flyer and agenda and noted the following;

- **Flyer**
  - Indicate that the forum is an interactive public forum
  - Post on website
  - Email to Town departments and committees/boards
  - Post at Seven Suns, Liquor Store, Harvest Market, Hunter's Shop and Save, Black's, Chamber of Commerce, Avery Insurance, People's Bank, Meredith Village Savings Bank, school lobbies and laundry mat, specific groups that will post on their Facebook page
- **Public Forum**
  - Introduction and background
  - Master Plan "101" presentation
  - Provide process and timeline
  - Provide means of communication and input
  - Provide list of committees for sign up
  - Comment card on tables
  - Define what each chapter includes (provide at each table)
  - Pose two questions for each chapter

#### **Public Hearing Follow-up**

Referencing Steep Slopes, Matt Sullivan asked the Board to clarify whether "cumulatively" is included in the ordinance revision.

Kathy Barnard stated the Board agreed to include such at its last meeting

The Board agreed to include "a cumulative" prior to "20,000".

Referencing Shorefront Residential District, specifically page 5, Matt Sullivan stated the additional language is derived from State statute; noting the revision addresses the 25' measurement along the reference line as discussed at the public hearing. Referencing Sign Ordinance, he stated two issues were raised at the 12/19/17 public hearing; simplifying language in C.(1) and including all zoning districts in the key below the dimensional and permitted type tables. He recommended against amending Town Counsel's proposed edits to C.(1).

*Brad Harriman recused himself.*

The Board reviewed Town Counsel's revisions to C.(1) and agreed to include Town Counsel's proposed language.

John Thurston recommended removing "harpoon type pole signs" from the definition of Sign and prohibiting such.

Vaune Dugan stated each business is only allowed two signs; noting harpoon pole signs and banners are regulated to a specific size.

Tom Brown stated he agreed with Mr. Thurston.

Kathy Barnard asked why decorative flag was removed.

Matt Sullivan stated such is a Town Counsel edit; noting such is regulated on the basis of content.

The Board agreed to table decision of John Thurston's recommendation until following feedback received at the public hearing on 1/16/18.

**VI. New Business**

N/A

**VII. Planning Board Subcommittee Reports**

N/A

**VIII. Nonpublic Meeting**

N/A

**It was moved by Peter Goodwin and seconded by Vaune Dugan to adjourn the January 2, 2017 Wolfeboro Planning Board meeting. All members voted in favor. The motion passed.**

There being no further business, the meeting adjourned at 8:59 PM.

Respectfully Submitted,

*Lee Ann Hendrickson*

Lee Ann Hendrickson

***\*\*Please note these minutes are subject to amendments and approval at a later date. \*\****

