

1 MILFORD PLANNING BOARD WORK SESSION MINUTES ~APPROVED

2 FEBRUARY 6, 2024 Board of Selectmen Meeting Room, 6:30 PM

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4 **Members Present:**

5 Doug Knott, Chairman

6 Janet Langdell, Vice Chairman

7 Paul Amato, Member (via Zoom)

8 Susan Robinson, Member (arrived 6:35)

9 Pete Basiliere, Member

10 Andrew Ciardelli, Member

11 Dave Freel, Selectman's Representative (arrived 7:00)

12 Susan Smith, Alternate

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4 **Staff:**

5 Terrey Dolan, Community Development Director

6 Andrew Kouropoulos, Videographer

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14 **Excused:**

15 Darlene Bouffard, Recording Secretary

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18 **1. Call to order:** Chairman Knott called the meeting to order at 6:30 p.m. indicating that tonight is
19 a work session. Planning Board members and staff were introduced by D. Knott. P. Amato is
20 joining the Board via Zoom tonight, therefore a roll call vote is required.

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22 **2. Meeting Minutes:** J. Langdell and S. Smith asked for amendments to the 12/5/23 minutes. J.
23 Langdell moved to approve the 12/5/23 amended minutes, S. Smith seconded. J. Langdell
24 reminded that roll call votes should be taken. S. Robinson just arrived. D. Knott took a roll call
25 vote: P. Amato in favor; S. Smith in favor. A. Ciardelli in favor; J. Langdell in favor; P. Basiliere
26 in favor; S. Robinson in favor; D. Knott in favor. Motion passed.

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28 Janet Langdell shared amendments to the minutes of 12/19/2023 and will provide a written version
29 of amendments to T. Dolan for update. P. Basiliere moved to approve the minutes of 12/19/23 as
30 amended. S. Smith seconded. P. Amato in favor; S. Robinson in favor; S. Smith in favor; A.
31 Ciardelli in favor; J. Langdell in favor; P. Basiliere in favor; D. Knott in favor. Motion passed.

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33 **3. Design & Status Update Presentation for the proposed Transportation Improvement Plan**
34 **for the Oval and Nashua Street-Greg Bakos (VHB).** Greg Bakos of VHB, was present via
35 Zoom, indicating he has a presentation. G. Bakos indicated he was presenting two pieces in this
36 process; the cost of the two projects would exceed the amount of funding available. The oval was
37 selected by staff as the target which was the original target for the funding; so he will not go into
38 the Nashua Street portion in this presentation. Tonight covers the oval and side streets. There
39 were a few technical difficulties with the presentation. G. Bakos indicated there has been
40 testimony regarding larger trucks with a sleeper cab that are not able to navigate around the curves
41 and are running over the curbs. Pedestrian safety was evaluated to improve the crossings and in
42 some instances the cars are required to back out into the crosswalk. There are 83 parking spaces
43 around the oval. D. Knott asked about the western side of the oval, in one of the last two spaces
44 around the oval if a truck is parked there, there is not enough sight distance to see if there are
45 pedestrians crossing. G. Bakos mentioned that the last space is actually causing the large trucks
46 to travel further over the curbing. G. Bakos commented that the oval is a balance to work with.
47 Only the western island is being considered for being re-located. A number of parking spaces have
48 also been found to be too small.

49
50 P. Amato asked how the town ended up with 17-foot parking spaces and not the standard 22-foot
51 spaces? G. Bakos responded that at one time someone tried to maximize the available space by
52 shortening the spaces. Because there is Federal money involved in this grant, there has to be
53 environmental improvements made as well therefore the stormwater discharge is being taken into

account since this is an MS-4 town. The aesthetics of the oval are great and at the public hearings, there was a lot of chatter from the attendees to keep things looking the way they are; for the most part any changes will re-use existing supplies. The existing aesthetic will be maintained and/or matched. There have been five Selectboard meetings and other public meetings, every detail around the oval was looked at. The refined layout was presented, the island to the north would be expanded and the single parking space would be maintained. The parking spaces on that side of the oval were too close to the cross walks and 3 will be removed. J. Langdell asked if the crosswalk by the Fish Bowl is new? G. Bakos responded that is not new and he has been working for VHB for 40 years. There had been conversations to change Middle Street to a one-way which would allow diagonal parking however the Fire Department added to the conversation that they require a 20-foot opening to navigate the trucks. An island is being proposed and the South Street intersection to guide vehicles to travel in the correct direction, it will be a flush island to improve that intersection. By having it raised, it might be a hazard, but being flush would allow trucks to still travel on Route 13. A bump-out is proposed to add to the oval at the crosswalk in front of the Town Hall to not only illuminate that crosswalk but also to make the pedestrians more visible. J. Langdell noted that Selectman Chris Labonte just spoke in regard to the addition of a railing instead of a curb.

T. Dolan asked if there has been any consideration for a bus lane on the oval? G. Bakos indicated there is not a lot of length for a bus at the intersection of Middle Street, the bus length comes into play. J. Langdell suggested checking with Nashua Transit sizes. G. Bakos did note that there is consideration of a bump-out on the Nashua Street and Middle Street sides for possible future bus parking. There is less than 40 feet at the Middle Street intersection. The western island has been re-configured in this plan to allow trucks more area to navigate. A bump-out on the south side of the oval will make the crossing much shorter to the island. There was some discussion at the Union Street intersection and making that into a right turn only (entering the oval), but that will not move forward.

J. Langdell asked how much of the budget is reserved for the hardscaping on the corner of the oval and Union Street at Station 101. J. Langdell asked why the town would use Federal and municipal money to create hardscaping/landscaping on the particular private lot (Station 101). The Site Plan for that site does include some hardscaping that has not been complied with. P. Amato did note that the owner of that site does provide ample parking to the oval area and it is a trade-off. Overall, G. Bakos noted that the net loss of parking is 15 parking spaces; there are still motorcycle spaces kept. Greg will double check those, and make sure they are hashed on the plan.

P. Amato is surprised at the loss of 15 parking spaces around the oval. G. Bakos explained that the Library parking lot is also part of this plan, explaining it will produce 35 additional parking spaces. This plan was worked through with the Library Trustees. The oval parking is prime and there were some suggestions about having business owners park there. In the end, Greg explained it will all be public parking. The hope is that by doubling the amount of parking there will not be a shortage of parking for the Library patrons. P. Amato asked if the sign has been removed that says it is Library parking and if you park there you will be towed? G. Bakos responded he does not know that answer but when this work happens, that must be done. This program is run by NH DOT who is administering the funds, to make sure this would be an allowed use of the funds, and they agreed that it would be since it is linked to the improvements on the oval.

The Library will be doing some on site conditions, for soil investigations for any contamination, this would be beneficial. J. Langdell asked about the local handicapped passenger vans that bring people to the Library, right now they are able to turn around in the current parking lot, but she is concerned with how that will happen with the way this is configured. G. Bakos said that did not

make it to the plan, but he would recommend alter the configuration to allow the buses to turn around. J. Langdell has brought that forward several times at the meetings and was surprised it was not brought forward in this plan. P. Amato said right now, there are people walking up and down that hill without a sidewalk, is there anything that can be done there? G. Bakos answered that can be looked at. J. Langdell would also suggest that a railing be added for winter. S. Smith commented on the intersection of the Library parking lot with Nashua Street, it is very dark, there was nothing on the plan brought forward. If there is already lighting there, it is not bright enough. J. Langdell said there is not a light on the plan there. S. Smith indicated with the number of people that will be crossing there, it needs to have improved lighting. P. Amato asked if it would remain a right hand turn only when exiting the Library? G. Bakos responded that he does not believe any of the existing traffic flow would change.

P. Amato asked if this plan was reviewed with the DPW Director Leo Lessard? G. Bakos responded that he did attend the meetings but he has not spoken to Leo directly. P. Basiliere asked where the snow is stored in the Library parking lot? J. Langdell in looking at the proposed plan, it was dated June 2019, was this from an old Meridian plan? G. Bakos responded yes, we used the Meridian survey plan. J. Langdell asked if the Selectmen have seen this plan? D. Freel indicated the last discussion of this was about the entire Oval and the possibility of parking at the Library, about six months ago. D. Freel brought up some issues with all of the lots being connected, which J. Langdell agreed with to connect them and use the space and also allow the bus to turn around.

A. Ciardelli noted that functionality is most important. Being able to flow through the lot would be preferred. C. Labonte pointed out where the EV stations are located they could be turned which would allow the open lot to all of them allowing a loop around. D. Knott asked why there are EV spaces? G. Bakos said that was suggested by the Town. D. Knott asked if cars that are not EV need to park can they park in those spaces? D. Freel said there are EV stations being proposed at South Street, how many of these do we need? P. Basiliere stated that the wiring for EV stations should be put in now, not in the future. G. Bakos indicated the EV is evolving, we should at least look at putting in conduit for them. D. Freel asked but from where? G. Bakos said from the Library. S. Smith asked if there is a plan for lighting on this plan? G. Bakos said they are shown on the plan. He suggested, the EV portion of this plan should be discussed, they are just on this plan for now. D. Freel said the car charging stations should not be the responsibility of the Town, charge your car at your house, the town is not in the business of charging your car. Milford is not a place people come from a long distance. P. Amato disagrees and said that people are coming from out of State to come to the restaurants. These EV chargers will not be super quick. J. Langdell added that it is not all about the restaurants, we have a lot of Antique shops in town that attract consumers. These are the kinds of conversation that need to be held with Planning Board, and Board of Selectman for the future of the town.

T. Dolan indicated that he and Lincoln met with Mr. Hammer of Contemporary, where the EV chargers are being mandated at his business. D. Freel said all of a sudden we are looking at installing EV stations, but are more needed? C. Labonte added that right now the car manufacturers a backing off on producing the amount of electric vehicles originally planned. Early 2025 the plan is for the State to go out to bid on this project. J. Langdell said the construction money is not available until the 2025 plan. D. Freel asked when the completion date is? G. Bakos said in the summer of 2025 things will be finished up. Further, an archeological study was asked for to do a study and some digging. J. Langdell asked what is driving that? G. Bakos feels it is unwarranted. J. Langdell said it should have been justified in the letter; why it was being asked for? G. Bakos said the cost of this type of study averages \$7,000. J. Langdell noted that this oval improvement plan goes back to at least 2005 and it is sad that it is taking so long. P. Amato said that a lot of good ideas have been discussed tonight. G. Bakos will have some of the changes made

as discussed and will talk to the Trustees about some others. A. Ciardelli asked if pedestrian connectivity has been considered to get to South Street from the Library parking lot since a lot of the foot traffic will end up on South Street. J. Langdell stated it would need to be ADA compliant. D. Freel asked if there is an ADA accessible sidewalk, or will another one need to also be ADA. D. Knott said the engineers can look into the suggested items. G. Bakos will look into it; if ADA access is already provided within a certain distance, you may already be covered.

4. **Community Development Director-Terrence Dolan: Update on various project proposals, timing, land use, zoning ordinance compliance and other legal issues.** The 30 Mill Street project has requested a continuance so it will not be heard February 20, but will need to be accepted by the Board as a continuance. They will require a ZBA variance for the density and a Special Exception for the height. In talking with the attorneys, both attorneys recommended they go to the ZBA first for density and then for height SE. J. Langdell asked if there was any case with a similar situation. T. Dolan said they have not found a case with that situation in NH. They have not identified a continuation date. February 20 there is the Hitchiner Expansion and a minor subdivision and a conceptual review for the Ponemah Hill Road Lorden property. J. Langdell suggested that Terrey go through and review the Development regulations and the NH RSA changes to see what is different. P. Amato said potential zoning changes and goals, will take up an entire work session. T. Dolan said whenever something is found that might affect the regulations or zoning ordinances, please bring it forward to him. P. Basiliere noted that any of these types of documents that come in need to be shared with the entire Planning Board, not just the Chair and Vice Chair. J. Langdell clarified that she only received this information late today and it is not on the agenda, it is premature and was not to discuss tonight. T. Dolan did e-mail it to Paul since he would be absent tonight. J. Langdell asked why the Planning Board Rules of Procedure are at our places? T. Dolan said we always need to review the rules in order to not deviate from them. J. Langdell asked if everyone has picked up their copy of the current Land Use Rules. Susan Robinson and Doug Knott have not picked up theirs.

5. **Board Member General Discussion on potential Goals and Objectives for 2024 consideration. Board Member ideas, potential zoning ordinance revisions for 2025, long range project planning and commentary.** D. Knott said this should be discussed at the March 5 Work Session, as well as the member terms and positions. S. Smith does not have her term on the website, that should be added.

P. Basiliere indicated he would like to have a conversation about the policies for the Planning Board. D. Knott said any outstanding decisions cannot be discussed. T. Dolan indicated that the Housing Authorities has lost its attorney which has slowed down the appeal process. D. Knott said the communications topic should be looked at in the next work session in either March or April. J. Langdell said if people have concerns about the process, they should bring those concerns forward, in writing to have a conversation. T. Dolan said a joint session could be held March 21, which is open. S. Smith asked about ADUs and if the town wants to update or add to the requirements. T. Dolan indicated right now that is a Special Exception under current zoning. J. Langdell stated that the Milford ordinance on ADUs ordinance is pretty much the same as what is elsewhere in NH, was there anything specific she wants to look at? S. Smith said it is just a subject that has come up a lot in different meetings. D. Freel said a lot of discussions in the state are trying to free up the building of affordable housing. T. Dolan said the zoning ordinance was last updated on ADU in 2017. S. Smith said it has been brought up several times. J. Langdell said she does not recall the ADUs being brought up, but she remembers B&B or home rentals.

6. **Upcoming Meetings:**
2/20/24 – Planning Board Meeting

3/5/24 – Planning Board Work Session

- 7. Adjournment.** The meeting was adjourned. on a motion made by S. Smith and seconded by J. Langdell. P. Amato in favor; S. Smith in favor; S. Robinson in favor; A. Ciardelli in favor; J. Langdell in favor; P. Basiliere in favor; D. Knott in favor. All were in favor. The motion passed unanimously.

Signature of the Chairperson/Vice-Chairperson: Date: _____

The Planning Board minutes of 2-06-24 were approved 2-20-24