

1 MILFORD PLANNING BOARD WORK SESSION MINUTES ~DRAFT

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

3
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

Staff:

Terrey Dolan, Community Development Director
Andrew Kouropoulos, Videographer

13
14 **Excused:**

15 Darlene Bouffard, Recording Secretary

- 16
17
- 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.
 - 21
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.

27
28 Janet Langdell requested amendments to the minutes of 12/19/2023 and will provide those
29 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.

- 32
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

54 account since this is an MS-4 town. The aesthetics of the oval are great and at the public hearings,
 55 there was a lot of chatter from the attendees to keep things looking the way they are; for the most
 56 part any changes will re-use existing supplies. The existing aesthetic will be maintained and/or
 57 matched. There have been five Selectboard meetings and other public meetings, every detail
 58 around the oval was looked at. The refined layout was presented, the island to the north would be
 59 expanded and the single parking space would be maintained. The parking spaces on that side of
 60 the oval were too close to the cross walks and 3 will be removed. J. Langdell asked if the crosswalk
 61 by the Fish Bowl is new? G. Bakos responded that is not new and he has been working for VHB
 62 for 40 years. There had been conversations to change Middle Street to a one-way which would
 63 allow diagonal parking however the Fire Department added to the conversation that they require a
 64 20-foot opening to navigate the trucks. An island is being proposed and the South Street
 65 intersection to guide vehicles to travel in the correct direction, it will be a flush island to improve
 66 that intersection. By having it raised, it might be a hazard, but being flush would allow trucks to
 67 still travel on Route 13. A bump-out is proposed to add to the oval at the crosswalk in front of the
 68 Town Hall to not only illuminate that crosswalk but also to make the pedestrians more visible. J.
 69 Langdell noted that Selectman Chris Labonte just spoke in regard to the addition of a railing instead
 70 of a curb.

71
 72 T. Dolan asked if there has been any consideration for a bus lane on the oval? G. Bakos indicated
 73 there is not a lot of length for a bus at the intersection of Middle Street, the bus length comes into
 74 play. J. Langdell suggested checking with Nashua Transit sizes. G. Bakos did note that there is
 75 consideration of a bump-out on the Nashua Street and Middle Street sides for possible future bus
 76 parking. There is less than 40 feet at the Middle Street intersection. The western island has been
 77 re-configured in this plan to allow trucks more area to navigate. A bump-out on the south side of
 78 the oval will make the crossing much shorter to the island. There was some discussion at the
 79 Union Street intersection and making that into a right turn only (entering the oval), but that will
 80 not move forward.

81
 82 J. Langdell asked how much of the budget is reserved for the hardscaping on the corner of the oval
 83 and Union Street at Station 101. J. Langdell asked why the town would use Federal money to
 84 create hardscaping/landscaping on the particular private lot (Station 101). The Site Plan for that
 85 site does include some hardscaping that has not been complied with. P. Amato did note that the
 86 owner of that site does provide ample parking to the oval area and it is a trade-off. Overall, G.
 87 Bakos noted that the net loss of parking is 15 parking spaces; there are still motorcycle spaces kept.
 88 Greg will double check those, and make sure they are hashed on the plan.

89
 90 P. Amato is surprised at the loss of 15 parking spaces around the oval. G. Bakos explained that
 91 the Library parking lot is also part of this plan, explaining it will produce 35 additional parking
 92 spaces. This plan was worked through with the Library Trustees. The oval parking is prime and
 93 there were some suggestions about having business owners park there. In the end, Greg explained
 94 it will all be public parking. The hope is that by doubling the amount of parking there will not be
 95 a shortage of parking for the Library patrons. P. Amato asked if the sign has been removed that
 96 says it is Library parking and if you park there you will be towed? G. Bakos responded he does
 97 not know that answer but when this work happens, that must be done. This program is run by NH
 98 DOT who is administering the funds, to make sure this would be an allowed use of the funds, and
 99 they agreed that it would be since it is linked to the improvements on the oval.

100
 101 The Library will be doing some on site conditions, for soil investigations for any contamination,
 102 this would be beneficial. J. Langdell asked about the local passenger vans that bring people to the
 103 Library, right now they are able to turn around in the current parking lot, but she is concerned with
 104 how that will happen with the way this is configured. G. Bakos said that did not make it to the

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

116
117 P. Amato asked if this plan was reviewed with the DPW Director Leo Lessard? G. Bakos
118 responded that he did attend the meetings but he has not spoken to Leo directly. P. Basiliere asked
119 where the snow is stored in the Library parking lot? J. Langdell in looking at the proposed plan,
120 it was dated June 2019, was this from an old Meridian plan? G. Bakos responded yes, we used the
121 Meridian survey plan. J. Langdell asked if the Selectmen have seen this plan? D. Freel indicated
122 the last discussion of this was about the entire Oval and the possibility of parking at the Library,
123 about six months ago. D. Freel brought up some issues with all of the lots being connected, which
124 J. Langdell agreed with to connect them and use the space and also allow the bus to turn around.

125
126 A. Ciardelli noted that functionality is most important. Being able to flow through the lot would
127 be preferred. C. Labonte pointed out where the EV stations are located they could be turned which
128 would allow the open lot to all of them allowing a loop around. D. Knott asked why there are EV
129 spaces? G. Bakos said that was suggested by the Town. D. Knott asked if cars that are not EV
130 need to park can they park in those spaces? D. Freel said there are EV stations being proposed at
131 South Street, how many of these do we need? P. Basiliere stated that the wiring for EV stations
132 should be put in now. not in the future. G. Bakos indicated the EV is evolving, we should at least
133 look at putting in conduit for them. D. Freel asked but from where? G. Bakos said from the
134 Library. S. Smith asked if there is a plan for lighting on this plan? G. Bakos said they are shown
135 on the plan. He suggested, the EV portion of this plan should be discussed, they are just on this
136 plan for now. D. Freel said the car charging stations should not be the responsibility of the Town,
137 charge your car at your house, the town is not in the business of charging your car. Milford is not
138 a place people come from a long distance. P. Amato disagrees and said that people are coming
139 from out of State to come to the restaurants. These EV chargers will not be super quick. J.
140 Langdell added that it is not all about the restaurants, we have a lot of Antique shops in town that
141 attract consumers. These are the kinds of conversation that need to be held with Planning Board,
142 and Board of Selectman for the future of the town.

143
144 T. Dolan indicated that he and Lincoln met with Mr. Hammer of Contemporary, where the EV
145 chargers are being mandated at his business. D. Freel said all of a sudden we are looking at
146 installing EV stations, but are more needed? C. Labonte added that right now the car
147 manufacturers a backing off on producing the amount of electric vehicles originally planned. Early
148 2025 the plan is for the State to go out to bid on this project. J. Langdell said the money is not
149 available until the 2025 plan. D. Freel asked when the completion date is? G. Bakos said in the
150 summer of 2025 things will be finished up. Further, an archeological study was asked for to do a
151 study and some digging. J. Langdell asked what is driving that? G. Bakos feels it is unwarranted.
152 J. Langdell said it should have been justified in the letter; why it was being asked for? G. Bakos
153 said the cost of this type of study averages \$7,000. J. Langdell noted that this oval improvement
154 plan goes back to 2005 and it is sad that it is taking so long. P. Amato said that a lot of good ideas
155 have been discussed tonight. G. Bakos will have some of the changes made as discussed and will

156 talk to the Trustees about some others. A. Ciardelli asked if pedestrian connectivity has been
157 considered to get to South Street from the Library parking lot since a lot of the foot traffic will end
158 up on South Street. J. Langdell stated it would need to be ADA compliant. D. Freel said if there
159 is an ADA accessible sidewalk, will another one need to also be ADA. D. Knott said the engineers
160 can look into the suggested items. G. Bakos will look into it; if ADA access is already provided
161 within a certain distance, you may already be covered.
162

163 **4. Community Development Director-Terrence Dolan: Update on various project proposals,**
164 **timing, land use, zoning ordinance compliance and other legal issues.** The 30 Mill Street
165 project has requested a continuance so it will not be heard February 20, but will need to be accepted
166 by the Board as a continuance. They will require a ZBA variance for the density and a Special
167 Exception for the height. In talking with the attorneys, both attorneys recommended they go to
168 the ZBA first for density and then for height SE. J. Langdell asked if there was any case with a
169 similar situation. T. Dolan said they have not found a case with that situation in NH. They have
170 not identified a continuation date. February 20 there is the Hitchiner Expansion and a minor
171 subdivision and a conceptual review for the Ponemah Hill Road Lorden property. J. Langdell
172 suggested that Terrey go through and review the Development regulations and the NH RSA
173 changes to see what is different. P. Amato said potential zoning changes and goals, will take up
174 an entire work session. T. Dolan said whenever something is found that might affect the
175 regulations or zoning ordinances, please bring it forward to him. P. Basiliere noted that any of
176 these types of documents that come in need to be shared with the entire Planning Board, not just
177 the Chair and Vice Chair. J. Langdell clarified that she only received this information late today
178 and it is not on the agenda, it is premature and was not to discuss tonight. T. Dolan did e-mail it
179 to Paul since he would be absent tonight. J. Langdell asked why the Planning Board Rules of
180 Procedure are at our places? T. Dolan said we always need to review the rules in order to not
181 deviate from them. J. Langdell asked if everyone has picked up their copy of the current Land Use
182 Rules. Susan Robinson and Doug Knott have not picked up theirs.
183

184 **5. Board Member General Discussion on potential Goals and Objectives for 2024**
185 **consideration. Board Member ideas, potential zoning ordinance revisions for 2025, long**
186 **range project planning and commentary.** D. Knott said this should be discussed at the March
187 5 Work Session, as well as the member terms and positions. S. Smith does not have her term on
188 the website, that should be added.

189 P. Basiliere indicated he would like to have a conversation about the policies for the Planning
190 Board. D. Knott said any outstanding decisions cannot be discussed. T. Dolan indicated that the
191 Housing Authorities has lost its attorney which has slowed down the appeal process. D. Knott
192 said the communications topic should be looked at in the next work session in either March or
193 April. J. Langdell said if people have concerns about the process, they should bring those
194 concerns forward, in writing to have a conversation. T. Dolan said a joint session could be held
195 March 21, which is open. S. Smith asked about ADUs and if the town wants to update or add to
196 the requirements. T. Dolan indicated right now that is a Special Exception under current zoning.
197 J. Langdell stated that the Milford ordinance on ADUs ordinance is pretty much the same as
198 what is elsewhere in NH, was there anything specific she wants to look at? S. Smith said it is
199 just a subject that has come up a lot in different meetings. D. Freel said a lot of discussions in
200 the state are trying to free up the building of affordable housing. T. Dolan said the zoning
201 ordinance was last updated on ADU in 2017. S. Smith said it has been brought up several times.
202 J. Langdell said she does not recall the ADUs being brought up, but she remembers B&B or
203 home rentals.
204

205 **6. Upcoming Meetings:**
206 2/20/24 – Planning Board Meeting

