

MILFORD PLANNING BOARD PUBLIC HEARING
December 06, 2016 Board of Selectmen's Meeting Room, 6:40 PM

Members Present:

Christopher Beer, Chairman
Tim Finan
Doug Knott
Janet Langdell
Susan Robinson
Kevin Federico, BOS representative

Staff:

Lincoln Daley, Comm. Dev. Director
Shirley Wilson, Recording Secretary
No videographer

Excused:

Paul Amato

MINUTES:

1. Approval of minutes from 11/22/16 (non-public session)

PUBLIC HEARING:

2. **Milford Master Plan, Chapter 8: Recreation Chapter.** Public hearing to present, discuss, and adopt a new Recreation Chapter of the Master Plan pursuant to NH RSA: 675:7. (*Continued from 10/25/16*)

PUBLIC MEETING:

3. **2017-2022 Milford Capital Improvements Program (CIP) Plan**
Public meeting to finalize and sign the 2017-2022 Capital Improvements Program (CIP).
(*Conditionally Approved 11/22/16*)

Chairman Beer called the meeting to order at 6:30PM. He introduced the Board and staff and explained the ground rules for the public hearing.

MINUTES:

Non-Public Session

J. Langdell made a motion to go into non-public session, to review and approve minutes from the 11/22/16 meeting. P. Amato seconded and all in favor.

The Board came out of non-public session at 6:40.

Milford Master Plan, Chapter 8: Recreation Chapter. Public hearing to present, discuss, and adopt a new Recreation Chapter of the Master Plan pursuant to NH RSA: 675:7. (*Continued from 10/25/16*)

Chairman Beer recognized:

Arene Berry, Recreation Director
Lincoln Daley, Community Development Director

A number of corrections/typos were submitted. (See draft report attached to minutes)

Revisions made by staff:

- Active and passive recreation was clarified.
- Information and names for Keyes Memorial Park and Kaley Park were updated.
- Reference to the Milford Hospital Association was corrected .
- Former Police Station property was updated.
- Brox Property information was added/updated.

- Data was added to *Section V* to support the recommendation. The Recreation Director put together information on the number of programs and events and staff tried to replicate the MCAA field analysis to demonstrate the amount of usage of town fields.
** J. Langdell presented an additional table detailing the programs offered that included the field and park reservations. This also helps to support the volume of work and management that flows through the Recreation Department.
- Added information to support future needs and uses.
- Modified goals 1-4 per Board comments.

Revisions, as discussed, to be made:

- Clarify/distinguish the roles of the Recreation Department and Recreation/Parks division under DPW; possibly a line stating what the Recreation Department staff is responsible for and what DPW is responsible for such as facilities maintenance.
- Put the reference to the Turf Management Level appendix III back into the document as renamed.
- Page 5: Verify whether all or part of Endicott Park was acquired.
- Page 6, Para 2, Line 3: Add *and waiver of back taxes.*
- Correct all references to *St. Joseph (remove the 's) Hospital.*
- Add Pavilion to the MCAA Fields existing facilities.
- Page 20: J. Langdell provided information for Dr. Oscar Burns Memorial Park to be included. A brief discussion about the park followed.
- Page 24, Section V: Revise the following;
 - Line 1..... both organized team events and programming, as well as family outings and community events.
 - Line 3.....keep up with the pace of the Town's population growth and evolving demographics. This includes providing a diverse array of activities and recreation facilities for residents of all age groups.
** L. Daley explained that a resource-oriented recreational facility would be a community center that provides services and programs internally. There was brief discussion on the terms; resource-oriented and passive family outings.
- The new table be added to Section V and footnotes be added stating that:
 - The table showing the *Number of Unique Individual Registrants* and *Total Registrations* is for all programs, all trips and two events.
 - The table shows reservations made by: (list groups i.e. school, MCAA,)
- Page 25, Line 8; Remove*before the end of the year.....* and add *local.*
- Revise title to read *Ensure that Milford is bicycle and pedestrian friendly.*
- Goal 4, Action 3: Revise as follows. Support the conservation Commission's efforts to implement Town-wide trail connections as designated in the Commission's master plan.
- Goal 3, Action 1: Revise as follows;*program needs within the Milford community including a gap analysis evaluation.*
** Adding a gap analysis evaluation will also look at what else is offered within the community and the area, in addition to the recreation programs.
- Goal 3, Action 2: Revise as follows; *Based on the results of the needs assessment, conduct a feasibility study for a centralized recreation and/or community center that meets the demand for current and future recreation programming/services.*

Discussions:

Is there a threshold that the fields hit for overuse; minor, moderately and significantly? The better question is whether you can give the field a full season off and we can't. The only exception was the Kaley Park soccer field which was closed in 2016, because an outside group offered to see it in exchange for waiving their field fees and that explains the jump in numbers for the former police station field. The table presented for the Heron Pond Fields public hearing could be used.

The submitted table shows hours used by the Schools, MCAA, private organizations and recreation. After much discussion, K. Federico summarized that this document looks at the overall picture and it is a snapshot in time for total current Town usage.

J. Langdell will submit typographical corrections to staff for the revised iteration.

D. Knott made a motion to continue the hearing to the 12/27/16 meeting. S. Robinson seconded and all in favor. Motion carried; 7-0-0.

2017-2022 Milford Capital Improvements Program (CIP) Plan

In accordance with NH RSA: 675:7 the Planning Board will conduct a public hearing to present, discuss, and adopt the 2017-2022 Capital Improvements Program (CIP).

L. Daley explained that the Board's recommendations and corrections were inputted into the document.

J. Langdell inquired when staff expected to get the updated information from Finance. L. Daley said Jack is working on the budget now and he is comfortable with leaving the amount at \$350,000 for 2016. Even though that's not an accurate representation of work done this past year, work from the past two years has been included. J. Langdell suggest adding a line to state that as of 10/27/16 the amount of money in the Capital Reserve Fund was X, but if you can't get the information then don't include it.

There was consensus from the Board the report is good to go and to have the Chairman sign it.

The meeting was adjourned at 7:30PM.

Motion to approve: J. Langdell

Motion to second: D. Knott

MINUTES OF THE 12/06/16 MEETING APPROVED ON DECEMBER 27, 2016