

**December 2, 2024 – 6:00 PM – Master Plan Committee Meeting**  
**Minutes – Working Meeting**  
**APPROVED MINUTES**

Attendees: Emily Allen, Lisa Prince, John Harris, Michelle Hayward, April Ferguson, Kristin Riley PB Members: Lauren Brissett, Bruce Smith, Alison Fissette, Tim Thompson

Meeting was called to order at 6:02 pm by Lauren Brissett.

April made a motion to accept the MPC minutes of October 15<sup>th</sup> and November 19<sup>th</sup> as written. Emily seconded. All in favor.

Lauren discussed the signage to remind townspeople to fill out their surveys. Lisa presented a quote from Buildasign.com in the amount of \$264.15. All approved Lisa to order 15 signs with red background and light lettering. Emily discussed adding a QR code to the printed sign before ordering. Since these are road signs, people wouldn't stop to scan the code but a laminated code will be added to signs at locations like the Town Office and the Transfer Station. Cost of signage will come from 2024 budget.

There was a discussion of the cost of the mailing. Lisa had done some investigation and was told by the post office that there are approximately 800 addresses on 3 routes: PO boxes, Route 1, Route 2. The cost is somewhere around \$.22 per piece on a mailing. Lisa will investigate what the cost would be to include a stamped, self-addressed envelope to the mailing. The postage could come from 2024 budget. Emily said that Westmoreland Youth Sports is a non-profit and we may be able to use their permit for the return envelopes to save money.

Lauren discussed the budget on the printing, mailing & signage for 2024 and the number the selectmen need for the budget for 2025. Planning Board voted unanimously to update the budget for 2025 to \$3,000.

Discussion of the survey continued. April brought up how cumbersome the survey is becoming and how some of the recreation topics aren't town related, but Cheshire County. There was a discussion about adding wording that choices have financial consequences. Some were opposed but the majority were in favor – no formal vote was taken.

The wording will be, “understanding that it would come from tax dollars.”

#15 Add expanding residential solar. Add “other (Please Specify)” before “none of the above (Please specify)”

#16 Add “other (Please Specify)” before “none of the above (Please specify)”

#17 Add after “Environmental Impact (Such as wildlife habitat, stormwater runoff, noise)”. Swap “No Concerns” with “Other”

#18 John suggested a question on traffic on roads. “Are any of the following traffic conditions a problem on town roads? (Check all that apply and specify which roads).

- a. Truck traffic \_\_\_\_\_
- b. Traffic speed \_\_\_\_\_
- c. Traffic noise \_\_\_\_\_
- d. Pedestrian, Bicycle, Horse Safety \_\_\_\_\_

Discussion about keeping the survey simple and time sensitive took place. It was discussed that a school question or information may be better located in The Westmorelander rather than the survey.

Lauren asked if all were comfortable with the questions. Are they valuable in writing the Master Plan? MP Committee agreed. Is it valuable for the Planning Board? PB agreed.

John suggested #19 Is there anything else you would like to be considered by the Master Plan?

It was discussed who would do the computer work to update the survey, reformat it and add the matrixes. Emily said that Google doc can be printed so that it does not have to be retyped. Lauren will give to Emily. Emily will produce the survey and print for us.

Motion made by Kristin to adjourn the meeting, seconded by Emily. All in favor. Meeting adjourned at 7:11 PM.

NEXT MEETING: December 17, 2024 6:00 – 7:30 PM

Minutes recorded and prepared by Lisa Prince.