

ATKINSON MASTER PLAN COMMITTEE
Workshop Meeting Minutes
March 2, 2023

Attendance:

Members	Consultants:	Others Present
Anne Brenton		
Sue Coppeta		
Ken Grant		
Karen McFadden		
Ellyn Murphy		
Kate Rochford		
John Ottow		
Noriko Yoshida-Travers		

Call to Order:

Karen McFadden called the Atkinson Master Plan Committee meeting to order Thursday, March 2, 2023 at 4:35pm

- Existing Conditions Report Review by Section for recommended changes
 - Population & Housing:
 - Overall Comment and Request: Team strongly requested historical trend data and comparison to region for population and age demographics along with line charts. Refer to the 2015 Master Plan for format and requested trends
 - Key Findings:
 - Page 2, Bullet #10 Reference to 47% of residents work in town: Expand explanation to include work in town or work from home. This stat seems to be skewed by the timing of the census which occurred during the early period of Covid should be noted and perhaps expanded to “work in town or work from home?”
 - Page 4, Table 2: Remove Margin of error
 - Page 7, last sentence of paragraph 1, Clarify or remove
 - Page 9 Table 10, Adjust first 2 lines (data is incorrect), keep to the 10 yr. increments, Karen to check against tax assessment download
 - Page 9, Table 11, remove margin or error, 1 bedroom units is wrong, check against tax assessment data
 - Page 10 remove Units by Tenure graph
 - Page 10 Housing units by permit: Resilience to provide definition of single & multi-family, site source

- Page 14 Combine charts, include just “All Homes”
- Page 15 Median Gross Rental Chart: Can \$ scale be changed so graph is more impactful
- Page 15 Remove Vacancy rate of rental housing chart
- Page 16 Data is outdated, look at using current assessed values. Atkinson completed re-assessment in 2020
- Page 17 Table 14 refers to 10% of commuters worked from home?
- Page 17 Table 15, again 47.3% work in the community. Skewed by Covid, perhaps expand to work in the community of worked from home.
- School Data:
 - Recommend that enrollment data pick up from the last update in the 2015 Master Plan: 2007+
 - Recommend that charts & data include SAU 106 Regional Towns and historical trends. Refer to 2015 Master Plan
- Community Facilities & Services
 - Key Findings
 - Bullet #1, Remove Atkinson Academy, it is not an Atkinson municipal building. Belongs to the SAU 106 Regional School District
 - Bullet # 3, remove Kimball Library, major repairs are complete.
 - Bullet #6, Remove and bring forward in the Master Plan
 - Bullet # 8 change population to households (2 places) Change “public drinking water supply” to “privately owned public utilities)
 - Page 4, last sentence paragraph 1, Correct “6pm-10pm” with “6pm-6am”, MPC not comfortable with following statement “this is no guarantee of coverage” This is leading. John Ottow to address with the fire chief.
 - Page 43, Communications: Add Consolidate Communications as it is available in some areas of town.
- Natural Resources: Refer to Paul Wainwright’s letter. Will have Paul address directly with Resilience, committee supportive
- Land Use: Karen & Sue to meet offline for review.

Agenda Items Not Discussed due to time constraints

- Forum Questions
 - Discussion
 - Recommendations
- Time permitting:
 - Review MPC Forum Action Plan
 - Approval of Minutes: February 7 &16, 2023

Adjournment:

Ellyn Murphy made a motion to adjourn. Meeting adjourned at 6:35pm

The next Master Plan Committee meeting will be held on March 16, 2023 at 4:30pm at the Town Hall

Submitted by Karen McFadden on March 6, 2023.

DRAFT