

ATKINSON MASTER PLAN COMMITTEE

Meeting Minutes

January 19, 2023

Attendance:

Members

Anne Brenton
Sue Coppeta
Ken Grant
Karen McFadden
Ellyn Murphy
Kate Rochford
John Ottow
Noriko Yoshida Travers

Consultants

Crystal Kidd via Zoom
~~Liz Kelly~~
Steven Whitman

Others Present

Kay Galloway - guest
Jim Garrity – Energy Commission

Call to Order:

Karen McFadden called the Atkinson Master Plan Committee meeting to order Thursday, January 19, 2023 at 4:32 pm.

Correspondence: None

Old Business: None

New Business:

- Outreach and Engagement Discussion – 30 mins
 - Send out 1st email to subscribers.
 - Steve Whitman suggested to have a short welcome message with simple sentences for website, Facebook page. Anne Bretton is already working on the welcome message to new people.
 - Sue Coppeta provided the number as 57 people for the “Notify Me” in the Town Website.
 - [“Atkinson Master Plan Committee”](#) now has an active Facebook page.
 - Ken Grant suggested our consultants have a full access on our Facebook page.
 - Steve Whitman also suggested after Crystal Kidd finishes the Existing Condition report, we can send more information as “Did you know...” format as the teasers to residents. John Ottow has been posting the Mini minutes / recaps after the meeting to website email list and Facebook pages along with Master plan one and some other local Facebook sites. “April Fool” teaser would be a great way to catch the residents’ attention,

e.g. showing the picture of library with pool and “we have sidewalks”, Subway system in Atkinson!” and such.

○ Community Forum

- Public Forum location and date are set. It will be held at Atkinson Community Center – 4 Main Street Atkinson NH and on Tuesday, April 11th. There will be two sessions on that day, one from 1:00 pm - 3:00 pm, another from 6:00 pm - 8:00 pm.
- This Forum will be residents’ chance for face-to-face input into the Master Plan. Residents are welcome to attend either or both sessions.
- Steve Whitman explained
 - ❖ we will have a short presentation in the beginning
 - ❖ We will be setting up the tables with different stations and a worksheet with 3 ~ 4 questions in each table, the committee members are just keeping eyes on it not staffing it watching the table.
 - ❖ The online option will be launched at the same time, and all the worksheets, posters and maps will be available.
- Steve Whitman also suggested
 - ❖ To start to tease out the questions. People don’t want to be overloaded with 40-50 questions survey, but if you have 7-8 topics with 3 -4 questions, some might skip a topic or two, but we will get more answers by this setting.
 - ❖ The final questioner set should be ready 1 -2 weeks prior to the Forum. The questions should be at context and answers should be open ended, which will get more raw information about people’s thoughts. Printed copies should be available at the Town Hall, Community Center and Library.
 - ❖ We will have the save the date notice, announcement at public event – Deliberative Session on February 4th. Also, refreshment, door prize and a challenge were discussed.

➤ Existing Conditions:

- Jim Garrity from Energy and Sustainability Commission joined the discussion. Crystal Kidd asked about the Solar Energy project.
 - Jim Garrity explained about energy sustainability, most affordable and lowest things people and town should do, much energy efficiency as possible. For existing building, we upgraded better weatherization, LED lightings, maximizing energy efficiency. For new buildings, we should

design to maximize efficiency and consider include renewable energy to semi-self-sustaining into future.

- One of Energy Commission's missions is to educate people to do at home and town for renewable power - Solar- we should make sure the Town Planning, Zoning, or permitting not putting roadblocks that keep people from using solar panels. Maximizing renewable power.
- One of Energy Commission members contacted to one of Solar vendors and they said the Library, Community Center and Fire Station roofs were ideal locations to place the solar panels. However, there are no active projects put the solar on the town building unsolicited proposal for this year. When the Inflation Reduction Funding should be coming to public sector, chances are there should be an opportunity to pursue the energy related grant/ fund.
- Jim Garrity also reported about the street lights. 180 street lights have replaced with LED last year through UNITIL, half paid by the rebate and another half Town pays but financed by the UNITIL and vendor with 0% interest.
- 3 street lights on town roads and 5 from private lands were removed.
- Developers are responsible for the street lights for the development.
- Another Energy Commission's mission is to recommend to promote placing renewable power / solar panels, using the open spaces - conservation land, condo association, and municipal building.
- Sue Coppeta mentioned there is a zoning for wind.
- Jim Garrity also mentioned about the Community Power Law.
- Jim Garrity is the Town of Atkinson Moderator and he allows Master Planning Committee to set up a table at the Deliberative Session on Saturday, February 4th.

○ Economy

- Community solar – choosing prefer
- There are 16 solar sit in 2022 building statistic report.
- Crystal Kidd mentioned about Atkinson's local economy and Atkinson relies on surrounding towns – Hampstead, Salem, and Plaistow, also there are some agricultural farms. Kate Rochford mentioned to add Haverhill, and Methuen, MA. Ken Grant suggested to use the Lawrence and Merrimack Valley data, in addition to the Rockingham County's. Our influences come from south, most residents work in south, so we should look at the data from that.
- Followings are listed as generating revenue farms in Atkinson: Lewis, Woods, Atkinson Riding Academy, Stewart Tree, 29 Main Street Horse stable, Winchell Flower, Shannon Trail, Murphy Family. There are many

small farms selling eggs, honey, and have goats, llamas and other farm animal.

- Steve Whitman asked there are any issue related local economy and Karen McFadden said from previous Master Plans they all said we want to be a bedroom community, not encouraging retailing or commercial community other than a few areas in our town.
- Currently one commercial project is moving into Atkinson.
- Historically, our town is a tough town for commercial / retailing to move into.
- John Ottow brought up about the broadband issues.
- Poor cell coverage was mentioned.
- Members brought up the topics - Atkinson Country Club is planning to expand retail and to build a long-term care facility, also Town should have any regulations for Air B & B, VRBO, and camping activities.
- ‘Rooming house’ is still allowed in NH.

➤ Questions and Next Steps

- The draft of Existing Condition Report will be available for the February meeting. We need to read it to see what information sources are used. The Resilience will walk us through it.

Approve Minutes: December 15, 2022, and January 10, 2023.

Anne Brenton made a motion to accept the minutes of the December 15, 2022 meeting of the Atkinson Master Plan Committee, Noriko Yoshida-Travers seconded the motion.

Vote: 7/0/0 in favor, the motion passes.

Anne Brenton made a motion to accept the minutes of the January 10, 2023 meeting of the Atkinson Master Plan Committee, Ellyn Murphy seconded the motion. Vote: 7/0/0 in favor, the motion passes.

Adjournment:

Karen McFadden made a motion to adjourn. Ken Grant seconded it. Meeting adjourned at 6:20 pm.

Next Master Plan Committee meeting will be a workshop held on February 7, 2023, 7:00 pm and location to be determined.

Submitted by Noriko Yoshida-Travers on January 22, 2023.