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**MINUTES OF THE
BOARD OF SELECTMEN JOINT MEETING WITH
CONSERVATION COMMISSION AND PLANNING BOARD**

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**MEETING OF
May 29, 2007**

8 The Board of Selectman held a meeting on Tuesday, May 29, 2007, the Salem Town Hall, 33
9 Geremonty Drive, Salem, New Hampshire.

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11 **PRESENT:** Chairman Everett P. McBride, Vice-Chairman, Elizabeth A. Roth, Secretary
12 Arthur E. Barnes, Selectman Michael J. Lyons, Selectman Patrick Hargreaves,
13 and Town Manager Dr. Henry E. LaBranche.

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15 **CALL TO ORDER**

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17 Chairman McBride called the meeting to order at 7:09PM with the Pledge of Allegiance.

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19 Chairman McBride then had the members in attendance introduce themselves, which included
20 Pat Hargreaves, Joan Blondin (Conservation Commission) Maureen Pomeroy (Conservation
21 Commission), William White (Conservation Commission), Bill Carter (Conservation
22 Commission) , Kate McDermott (Conservation Commission), Elizabeth Roth (Board of
23 Selectmen), Michael Lyons (Board of Selectmen), Arthur Barnes (Board of Selectmen), Gene
24 Bryant (Planning Board) James Keller (Planning Board), Ross Moldoff (Salem Planning
25 Director), Bill Scott (Salem Community Development Director) and Salem Town Manager Dr.
26 Henry E. LaBranche.

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28 **1. Review Capital Improvements Program**

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30 Dr. Henry LaBranche began by referring to the paperwork provided by Mr. Bill Scott regarding
31 the CIP projects, and further stated that it was the goal of the Town and the Board of Selectman
32 to retain the ability to make items affordable. He further stated the importance of reviewing the
33 CIP projects with all commissions to ensure the backing of projects that would attract residents
34 and companies to the Town of Salem.

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36 Dr. LaBranche introduced Mr. Scott, the Community Development Director, who referred to a
37 memo provided and quickly outlined the key projects in 2007-2017.

38
39 Mr. Scott described the allocations of the current and future projects, and quickly highlighted
40 each year's major projects. He stated that the key to the CIP projects success was planning and
41 communication.

42
43 Mr. Scott stated that there were Road Programs, in each of the out years and the key was to start
44 design work in prior years, and further commented that the PCI, (Pavement Condition Index),
45 determined the condition of the roads, and the worst roads were being addressed first.

1 Mr. Scott stated the importance of cooperation between the boards and noted that the RFP went
2 out on the Depot Plan, and stated they were waiting for I-93. He further summarized the ITS
3 projects and the funding, and the connection between the projects and the relevancy to each
4 board.

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6 Chairman McBride noted that the goals of the Conservation Commission and the Planning Board
7 were received, and opened the floor to comments and discussion.

8
9 Mr. James Keller commented that the Planning Board was facing many challenges this year due
10 to the many changes that have taken place. He further commented that he was unaware of the
11 Depot bid, and hinted that the Planning Board goals may have been different, had the Board been
12 aware of this project. Mr. Keller urged the Board to share information on projects being
13 undertaken so that all Boards could offer help and input, and possibly gain money for projects.

14
15 Mr. Keller asked with respect to impact fees, what data was missing that would need to be
16 collected that would provide input into impact fee information. Mr. Scott replied that we needed
17 a capacity plan, the cost, and then we would convert the baseline data into what projects should
18 occur. He also added that Town wide projects could not use impact fees.

19
20 Mr. Keller suggested a phased approach in regards to impact fees. He asked what the consulting
21 cost would be for the polygon project. Mr. Scott stated that the impact to the polygon was
22 \$50,000.00, and Town wide it was \$90,000.00. Mr. Keller added he would like to find a way to
23 augment funds.

24
25 Chairman McBride stated that the goal should be to get all pertinent information to the Planning
26 Board, as well as any other board, so they could help facilitate upcoming projects.

27
28 Mr. Keller requested a copy of the intersection inventory document. He further referenced the
29 ITS project asked if it should be or is it our policy that applicants improve the lighting at
30 intersections; and requested clarity. Mr. Scott suggested that the Planning Board request that
31 signals be brought up to specs to accept ITS technology, or the applicants contribute directly,
32 which could be matched. Mr. Keller asked how this would be implemented, and codified.
33 Mr. Scott suggested that we needed clarity, and a plan on how to obtain the funding. Mr. Keller
34 stated the Planning Board needed clarity so they could enforce the policies.

35
36 Selectman Lyons stated that he was encouraged by the expansion of impact fees increase, the
37 board should take into consideration the parking space usefulness and calculations, and pledging
38 of money to the land acquisition fund. He also pledged to undertake ballot management for the
39 election in March 2008, as last years ballot was too large.

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41 Conservation Commission member, Mr. William White, stated the Commission's number one
42 priority was the Rail Trail and the enforcement of the Shoreland Protection Act.

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44 Chairman McBride added that the ballot should be managed better and that communication was
45 the key to the success of the CIP projects.

1 Mr. Scott stated that a copy if the inventory intersection document would be provided to the
2 Planning Board members.

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4 Chairman McBride adjourned the meeting at 8:01PM

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6 Notes/Minutes Taken by: Catherine Kupa, Recording Secretary

7 Approved: Board of Selectmen

8 Date: June 18, 2007