

APPROVED APPROVED APPROVED
MINUTES OF THE MASTER PLAN COMMITTEE MEETING
TUESDAY, OCTOBER 19, 2021
5PM IN THE MACOMBER ROOM

Members Present: Darcy Horgan, Lorne Jones, Jane Lannon, Ken McDonald, Kathy Richards, Rodney Rowland, Peter Schwab, Conni White, Pam Yonkin

Darcy Horgan chaired this kick-off meeting of the Master Plan (MP) Committee. She distributed some handouts that included articles about Master Plans. She explained that she will not continue as Chair of the committee but one should be chosen from the membership.

Ms. Horgan explained that currently there are other studies going on in New Castle that would be helpful for the MP Cte to know about. These include a study by UNH on **Coastal Flood Risk**. Findings on this study will be presented on **November 3rd at 8am in the Macomber Room**. All MP Cte members are welcome and encouraged to attend this meeting.

A group in town is also updating the Hazard Mitigation Plan. This plan could be folded into the MP as a chapter or an addendum. This update should be completed by the beginning of 2022.

The Rockingham Planning Commission is conducting a study in conjunction with UNH and DES called, **“New Hampshire Seacoast Transportation Corridor Vulnerability Assessment and Plan”**. A meeting on findings from this study will be conducted on **October 27th at 9am in the Macomber Room**. All MP Cte members are welcome and encouraged to attend this meeting.

Rodney Rowland described the results of a grant that had been awarded to New Castle that produced a **Guide to Architectural Forms and Styles in New Castle**. This study is in the final stages of production and will offer a tabulation of homes in New Castle and their historic value.

Ms. Horgan talked about Jenn Rowden of the Rockingham Planning Commission (RPC) and her potential role in aiding our effort in updating the MP. New Castle is a member of the RPC and therefore we are able to get some services and assistance at no cost. However, for more involved assistance, a fee must be paid. Ms. Rowden has let us know that their office was given grant money which we could tap into in our MP efforts. We could get close to \$4,000 which could be used for technical assistance by members of the RPC. She suggested lending her expertise in doing a survey, perhaps running an outreach event, and assisting in writing the Vision and Coastal Resiliency chapters. Ms. Horgan agreed to follow up with Ms. Rowden for other details.

MP Meeting Minutes

October 19, 2021

Page 2

Ms. Horgan reported on other feedback she had received. Ms. Rowden views our current MP mostly favorably because it is short. There is a trend for towns to make their MPs briefer and more tangible and digestible. We should beef ours up a bit with supporting data and implementation plans. Also, we should probably have a section specifically addressing Vision, a section that is specifically mandated by RSA.

Ms. Horgan shared her vision of next steps with this committee. Fall could be the busiest with meetings. Fewer committee meetings may be necessary moving forward as each member pursues his/her own topic for research and writing. The second meeting should focus on topics/chapters in the MP. This discussion should lead to the next meeting where survey questions to ask the citizens of New Castle should be generated. Once the survey questions are formulated and sent out to the citizens, the Cte. Members can work on the Vision and Land Use chapters. Research and data collection should follow on each chapter topic leading to the actual writing of all the chapters.

Cte members discussed the current MP and the desire to upgrade the presentation of the material as well as adding more data and implementation plans. There is a desire to keep it rather short, but meatier than what the current plan is.

Ms. Horgan asked the Cte members to think about the structure of the MP. Should it start with a topic and under that topic have a paragraph about the current situation, then the vision for the future of that topic and then an implementation plan? Or, Should the MP have a chapter stating the current situation of all the topics, followed by the vision section including all topics followed by an implementation plan? She suggested that each Cte member look at other town's MPs for a feel on how that town structured their data.

Timing on the MP was discussed. The first goal is to get the survey mailed out in January. The entire MP should be completed by the end of 2022. It does not need to be voted on at Town Meeting. Rather, it is adopted by the Planning Board after a Public Hearing.

The next meeting of the MP Cte is scheduled for November 11th at 5pm in the Macomber Room.

Cte members should prepare for that meeting by thinking about what chapters and topics should be included in the MP. Ms. Horgan encouraged all members to continue to look at other town's MP for topic items and structure ideas. She mentioned that Amherst and Bedford might be good options.