

City of Keene
New Hampshire

PLANNING BOARD
MEETING MINUTES

Monday, March 23, 2026

6:30 PM

**Council Chambers,
City Hall**

Members Present:

Harold Farrington, Chair
Roberta Mastrogiovanni, Vice Chair
Mayor Jay V. Kahn
Councilor Molly Ellis
David Bergeron
Kenneth Kost
Andrew Madison
Stephon Mehu, Alternate

Staff Present:

Paul Andrus, Community Development Director
Mari Brunner, Senior Planner
Evan Clements, Planner / Zoning Administrator

Members Not Present:

Michael Hoefer
Tammy Adams, Alternate
Joseph Cocivera, Alternate

1) Call to Order

Chair Farrington called the meeting to order at 6:30 PM and a roll call was taken. Mr. Mehu was invited to join as a voting member.

2) Minutes of Previous Meeting – February 23, 2026

Harold Farrington offered the following correction:
Line 84 – typographic error – change “if” to “of”

A motion was made by Roberta Mastrogiovanni to approve the February 23, 2026, meeting minutes as amended. The motion was seconded by David Bergeron and was unanimously approved.

3) Final Vote on Conditional Approvals

The Chair asked whether or not any projects were ready for final approval.

Ms. Brunner stated there was one project that was ready for final approval as follows: PB-2025-18, Modification #1—109-147 Key Road —Major Site Plan modifications for the Revo casino.

There were three conditions of approval: Owner signatures appear on the plan, submittal of five full size paper copies in a PDF version of the final plan set, and submittal of a security to cover the cost of as-built plans, landscaping and erosion control measures.

All three of the conditions have been met.

A motion was made by Roberta Mastrogiovanni that the Planning Board issue final site plan approval for PB-2025-18, Modification #1. The motion was seconded by David Bergeron and carried on a unanimous vote, with the Mayor and Chair abstaining from the vote as they were previously recused from the application.

4) **Public Hearing:**

- A) **PB-2026-04 – Congregate Living & Social Services Conditional Use Permit – 268 West St – Applicant Keene Serenity Center, on behalf of owner Kiritsy LLC, proposes to operate a group resource center in an existing commercial space on the property at 268 West St (TMP #576-010-000) for day-program recovery services, including groups, trainings, and activities. There are no changes proposed to the building exterior or site. The parcel is 5.3-acres in size and is located in the Commerce District.**

i) Board Determination of Completeness

Planner/Zoning Administrator, Evan Clements, stated applicant requests exemptions from submitting all plans, elevations and technical reports. Planning Staff have made the preliminary determination that granting the requested exemptions would have no bearing on the merits of the application and recommend that the Board accept the application as “complete.”

A motion was made by Roberta Mastrogiovanni that the Planning Board accept this application as complete. The motion was seconded by David Bergeron.

Mr. Todd Schillinger, the applicant representing Keene Serenity Center, stated the address should be listed as 294 West Street. Mr. Clements stated the City has this Shopping Plaza under the common address that is listed in that legal language. He stated he wasn't sure if the specific units have numerical common addresses, but his language is referring to the entire shopping complex parcel, which is further specified and acceptable by the tax map parcel number. The motion carried on a unanimous vote.

ii. Public Hearing

Mr. Schillinger stated he was the Co-Director of the Serenity Center. Mr. Schillinger stated the Serenity Center started in 2013 on Carpenter Street, moved from that location, and relocated at Vernon Street for approximately two years. He described this center as an open and safe environment for people to attend recovery meetings, and the organization helps with all forms of recovery. The center consists of six staff and five coaches of which two are licensed with the state. At the present time, the organization has Thursday night meetings for Narcotics Anonymous.

They also organize small events, such as open mic night and karaoke. He stated they work closely with the Community Kitchen, Love thy Neighbor Ministries, Feeding Tiny Tummies, Keene Community Kitchen and other such organizations as partners.

Mayor Kahn asked whether this new location has seen an increase in clients. Mr. Schillinger answered in the affirmative and added they also provide transportation for people in recovery or seeking recovery, as well as medical assisted treatment transportations. He added the number of people calling for services has increased, even though they are not open yet; he felt the organization was a positive resource for the community. This concluded the applicant's presentation.

Staff comments were next.

Planner/Zoning Administrator, Evan Clements, addressed the Board and stated the subject property is an existing 5.3-acre shopping plaza located on the south side of West Street and the southwest corner of West Street and Island Street. The property contains two commercial buildings, one standalone building, and one multi-tenant building. The standalone building currently contains a CVS Pharmacy. The multi-tenant building contains a variety of retail and office uses, including Total Fitness Equipment, US Cellular, and Gemini Screenprint location. The existing site contains 181 parking spaces, drive aisles, access points on both West Street and Island Street and other site improvements customary for a shopping plaza.

The purpose of this application is to obtain a Congregate Living & Social Services Conditional Use Permit to allow for a Group Resource Center to operate within an approximately 1,500 square foot tenant space located in the multi-tenant building. The unit contains two office spaces, a conference room, two bathrooms, and a common area. The applicant states, in their narrative, that there is no outdoor space available.

Keene Serenity Center generally operates Monday to Friday 9 am to 5 pm with occasional night and weekend activity. These activities are usually less than two hours long. There are five fulltime and two part-time staff members as well as several volunteers. Per Section 5.1.5 of the Land Development Code, this use is permitted in the Commerce District subject to issuance of a Congregate Living and Social Services and Conditional Use Permit, which the applicant is looking for this evening.

Mr. Clements went on to say that Staff have made a preliminary evaluation that the proposal does not appear to have the potential for regional impact. However, the Board would need to make a final determination on that issue.

Mr. Clements next addressed Congregate Living Conditional Use Criteria. He stated in this case the site development standards under Article 21 are not going to be evaluated with this application as no exterior modification is being proposed.

Congregate Living Criteria:

A. “The nature of the proposed application is consistent with the spirit and intent of the Zoning Regulations, this LDC and the City's Comprehensive Master Plan, and complies with all the applicable standards in this LDC for the particular use in Section 8.3.4.”

The applicant states, in their narrative, that the Keene Serenity Center provides peer support services for individuals experiencing substance use disorder and incorporates support with family members and support staff. Recovery coaching is proposed by certified staff and trained support specialists. It appears that this use will operate similar to an office use, which is permitted in the Commerce zoning district. There are no specific use standards in Article 8 for a Group Resource Center besides obtaining a CLSS CUP and license. It appears that this standard has been met.

B. The proposed use will be established, maintained, and operated so as not to endanger the public health, safety, or welfare.

The applicant states, in their narrative, that the use will operate safely in a manner that will not endanger public health, safety, or welfare. The door will be locked outside of business hours, and a security camera will be utilized inside the unit. The existing shopping center has accessible walkways and entrance facilities that will remain unchanged.

The center does not offer housing, and many clients are not onsite for longer than an hour or so. Outside of the occasional night or weekend meeting, clients will leave the center by 5 pm. Staff will be present during all operating hours. It appears that this standard has been met.

C. The proposed use will be established, maintained, and operated so as to be harmonious with the surrounding area and will not impede the development, use, and enjoyment of adjacent property. In addition, any parking lots, outdoor activity area, or waiting areas 19 associated with the use shall be adequately screened from adjacent properties and from public rights-of-way.

The applicant states, in their narrative, that the use will be operated in a respectful manner that does not impact adjacent tenants in the shopping plaza. The site itself is a fully developed, large multi-tenant commercial plaza and the proposed use will operate in a manner similar to adjacent office uses. Impacts to surrounding uses or properties would be the same as other permitted retail and office uses. Waiting areas will be located within the tenant space. The large existing parking lot containing 181 parking spaces is screened from the public right-of-way and adjacent properties with rows of perennial shrubs and trees. The existing buildings also provide screening from adjacent properties. It appears that this standard has been met.

D. The proposed use will be of a character that does not produce noise, odors, glare, and/or vibration that adversely affects the surrounding area.

The applicant states, in their narrative, that all activities of the proposed use will be contained indoors and will not generate any noise, odors, glare, or vibration outside of normal office activity. It appears that this standard has been met.

E. The proposed use will not place an excessive burden on public infrastructure, facilities, services, or utilities.

The proposed use is in an existing shopping plaza with adequate water, sewer, and transportation facilities. It appears that this standard has been met.

F. The proposed use will not result in the destruction, loss, or damage of any feature determined to be of significant natural, scenic, or historic importance.

No new development is proposed as part of this application. This standard is not applicable.

G. The proposed use will not create a traffic safety hazard or a substantial increase in the level of traffic congestion in the vicinity of the use.

The proposed use is located within an existing shopping plaza with adequate connection to West Street and Island Street. The proposed use is not anticipated to increase traffic in a substantial way that would cause congestion in the vicinity of the use. Due to clients using the shuttle service provided and access to pedestrian facilities, the traffic generation for the proposed use in real terms may be less than a retail or office use of a similar size. It appears that this standard has been met.

H. The proposed use will be located in proximity to pedestrian facilities (e.g. multiuse trails and sidewalks), public transportation, or offer transportation options to its client population.

Mr. Clements stated the applicant does have private transportation and West Street is equipped with sidewalk and crossing facilities. This standard appears to be met

Mr. Clements noted the recommended motion is on page 21 of the Board's packet and added Staff recommend the Board grant final approval for this application.
This concluded staff comments.

Mayor Kahn asked for the purpose of the conditional use permit. Mr. Clements stated the purpose of this permit is that this use is not allowed by right, it is allowed under specific conditions. Those specific conditions are laid out in the ordinance, and it requires coming to the Planning Board to receive this Conditional Use Permit (CUP). Mr. Clements added, if this was a more traditional office use, for example, the applicant would not need to come before the Board. However, because this is considered a Congregate Living and Social Services use, it falls under the umbrella that requires a Conditional Use Permit. The Mayor asked whether the applicant would need come back before the Board every year. Mr. Clements stated the applicant would not need to come back every year for a new CUP, provided they stay in the same location. One of the triggers for obtaining a new CUP is when the use moves to a new location. He went on to say the Congregate Living and Social Services license is an annual license which needs to be renewed every year through a different Board.

The Chair called the applicant's attention to the traffic in this plaza.

The Chairman asked for public comment. With no public comment, the Chairman closed the public hearing.

iii. Board Discussion and Action

A motion was made by Andrew Madison that the Planning Board issue final approval for PB-2026-04 as shown in the application and supporting materials received on February 10, 2026, with the following condition subsequent to final approval:

1. The Applicant shall obtain all required state and local permits and approvals.
The motion was seconded by Mayor Kahn.

Mr. Kost stated that this project has no regional impact.

The Mayor stated this is a positive project for the community.

The Chairman asked whether the Center's has mission changed. Mr. Schillinger stated they went through a change in 2019, but it has stayed the same for the last seven years. The Chairman echoed the Mayor's comments.

The motion carried on a unanimous vote.

5) Capital Improvement Program 2027-2033 – Presentation by Kari Chamberlain, City of Keene Finance Director

Finance Director, Kari Chamberlain, and Public Works Director, Don Lussier, were the next two presenters. Ms. Chamberlain stated the basis for the capital improvement program is the comprehensive master plan and council goals, which is the foundation for all decisions in the CIP. She stated it was a long process, which starts with a meeting between the Manager and the Finance Director. Each department goes through their proposals for the CIP. It moves from that into a CIP kickoff, which is open to the public and City Councilors to understand what the projects are.

From that process, it moves to Finance Organization and Personnel Committee meetings where the departments conduct another presentation. The public is also welcome to attend those meetings to gain some additional insight. The CIP goes back to the Finance Organization and Personnel Committee meeting for a recommendation on Thursday of this week and then to the City Council for a vote next week.

Ms. Chamberlain stated the CIP process is a balancing act. While the City wants to make sure it is investing in the infrastructure of the community, affordability for taxpayers also needs to be considered. She indicated Staff gives consideration to the timing of various projects as well as the funding sources that are available. Staff tries to obtain grant funding as often as possible to maintain affordability.

The CIP program is reviewed on a bi-annual basis, but Staff reviews it annually, especially the first two years of the CIP program, which are at the forefront. After the adoption of the CIP, the 2027 plan is what Staff are going to look to incorporate into the FY27 operating budget proposal. Ms. Chamberlain noted through the CIP process and the operating budget process, the City needs to make sure it is meeting the fiscal policy guidelines specifically with regards to debt funding and the unallocated fund balance.

Ms. Chamberlain next referred to a power point presentation which illustrated where the City is and where it will be over the next seven years as part of the CIP. She also noted to debt services and different funds: general fund, enterprise funds, water and sewer funds, and parking and solid waste funds.

She next referred to funding sources for each one of the funds and provided a breakdown. She explained for FY27, 12.71% of the project expenditures are projected to be from capital reserve funding.

She also noted to the proposed bond schedule for any debt funding for projects by year.

Ms. Chamberlain used the general fund as an example, and she explained what the capital reserve appropriations are going to be, by year.

Public Works Director, Don Lussier, addressed the Board next. Mr. Lussier stated the CIP is the implementation tool for the master plan, which establishes the City's long-term vision, which is what the community wants the City to look like in 10 or 20 years. He noted the CIP is strongly aligned with the six core pillars of the Master Plan. For example, a significant portion of what the Public Works program is focused on is connected mobility. Some items that fall under that would be the roadway preservation program, sidewalk and various trail pedestrian and bicycle improvement projects, traffic signal upgrades, etc. He indicated projects that improve sidewalks and public spaces also contribute to walkability, neighborhood connectivity, and quality of place, which are the central themes for maintaining a strong and vibrant neighborhoods across the City.

At the same time, investments like the downtown infrastructure project, Winchester Street or West Street Corridor improvements, managing the downtown parking assets, and the numerous airport upgrades, help strengthen Keene's thriving economy and reinforce Keene's role as a regional economic hub.

Mr. Lussier stated another major component of the CIP are projects that protect and enhance the City's flourishing environment. Items that fall under this category would be stormwater management, flood mitigation, salamander crossing to help save and protect the Jefferson Salamander, road salt reduction initiatives, upgrades to the City's recycling facility, wastewater treatment plant upgrades. These investments align with the plan's focus on environmental stewardship and climate resiliency.

Mr. Lussier went on to say the CIP is primarily focused on infrastructure, but felt it also advances the City's goals for livable housing and workforce, adaptable workforce. For example, the City provides high quality emergency services through investments in the Fire and Police

Departments. The City attracts younger workers with amenities like beautiful trail network and well-maintained City parks.

Mr. Lussier noted from a Planning Board perspective, one of the most important considerations is that the CIP helps ensure that infrastructure investment is aligned with future land use framework and that the City is making targeted investments where growth and development are desired and planned. An example of this would be the Blackbrook pump station. This project will allow for additional development and densification in a part of the City that has already been developed and built out and allows the City to move closer to meeting those goals for housing while also protecting green space.

Finally, the CIP reflects a proactive approach, with an emphasis on maintaining and extending life of existing assets. The CIP plans for emerging regulatory and environmental considerations, using a mix of funding mechanisms to avoid spikes in either the property taxes or the utility rates. This approach supports the master plan's broader goal of building resilience, sustainable and economically competitive community over time.

Mr. Lussier stated in summary, the CIP is not just a list of projects, it is a direct extension of the comprehensive master plan. It translates the City's long-term vision into specific, coordinated and thoughtfully funded improvements. This concluded Staff comments.

Mr. Madison noted the fire suppression system upgrades to the transfer station and he asked what kind of system this was going to be. Mr. Lussier stated the transfer station has a 30,000-gallon cistern, which is kept full. The facility is also equipped with a dry sprinkler system. What is missing is the piece in between those two components. He explained that if there is a fire at transfer station; the fire department would connect their equipment to a cistern and begin pumping water from the 30,000-gallon tank into the sprinkler system.

The project in CIP for FY27 is a pump and pipe network to connect those two components and to be automated. This will replace the first to arrive fire engine and gives the fire department an extra 20 or 30 minutes to establish a water supply to fully extinguish the fire.

Mr. Kost stated he had attended the CIP meetings and felt by the time the public got to the kickoff meeting stage the public did not have much opportunity to influence projects. He also asked if groups like the Conservation Committee is involved in this process. Mr. Lussier, in response, stated that in terms of process, Staff started working on the CIP in August and September of last year. He agreed the kickoff meeting is the first meeting for the public to get involved, and the kickoff is where the process is explained to the public, giving people time to digest the CIP before it goes before the FOP Committee. The public hearing is designed for the public to express support or discontent with what is in the CIP. After the public hearing, the City Clerk accepts written comments for another week. All comments received from the public will be deliberated at Thursday night FOP Meeting. Ultimately, it is the City Council's decision to make changes to the CIP.

Mr. Madison stated, as a former Councilor, his experience has been that the public will share with Councilors things they want to see done with City projects. Councilor work with City Staff or with the City Manager to make sure those get into the CIP.

Mr. Lussier added the engineering division actually has a running inventory of CIP requests, initiatives, and projects that people have asked for and Staff tries to add those at each CIP round.

Mayor Kahn referred to the Black Brook Water Pump Station (Page 153). The Mayor stated with housing needs there is a strong case to be made about this upgrade being an essential part to having the water and sewer supply that is needed for future housing on what is some of the flattest land that is still undeveloped in the City. Mr. Lussier agreed and added the City has applied for a grant relative to this project through Senator Shaheen's office.

The Mayor asked about using capital reserves for some of these projects. The Finance Director stated the City looks at retaining a sustainable balance both in capital reserve and in the unallocated fund balance. However, making sure the correct amount is appropriated each year to cover the various project is important. She added however, looking at debt funding for future years FY32, FY33 those limits are getting higher which would require Staff to reevaluate the CIP in a couple of years. Looking at the plan every two years gives departments the opportunity to look for grants.

The Mayor clarified the State in the recent has not funded many of the projects it usually does such as road projects, water projects etc. Mr. Lussier stated the City receives an annual allocation from the State DOT for approximately \$440,000 for highway projects based on a formula related to the number of miles of Class IV and V roads the City maintains. He added the additional appropriations the City used to get are not likely going to come back. Mr. Lussier stated the DOT has a similar capital improvement planning process, which is a 10-year plan (still being reviewed and approved) by the legislature. In that Plan, not only did DOT not add any new projects to their out years but also cancelled 39 projects out of that that 10 year plan. Several of the City projects such as the West Street project, for example, got pushed down the road by a year or two because of the funding shortfalls. This relates to the cost of construction growing dramatically faster than the rate of revenue increase for the state.

The Mayor stated relative to neighborhoods, which is one of the pillars in the master plan - one of the things that strengthens neighborhoods are roadways, walkways etc. and felt anything the City could do would help with that pillar would be necessary.

The Chair stated this document was an outstanding manifestation of government transparency. People in Keene who are interested have access to a tremendous amount of information about what the City is going to do and commended staff for their work.

In terms of flexibility and process, such as not spending allocated money or reprioritizing, the Chair asked what this would look like. Mr. Lussier stated the CIP is a planning document. The first year of the CIP is incorporated into the operating budget. By approving the CIP, the Council would not be authorizing Staff to spend any money yet.

When the Council approves the FY27 budget, they will also be approving what is in this book for the first year of the CIP. However, if there is a project the City chooses not to pursue or something costs more than anticipated, this would be an action that would have to be taken by the City Council. Council would have to either authorize the Manager to reallocate money that was appropriated for a specific purpose to go towards another purpose, or they would have to appropriate new money to increase the budget of a project that is approved in the CIP. Staff also stays away from moving money from one fund to another.

The Chair noted as the City gets to the outer years the outstanding debt is significantly increased throughout the length of this CIP and asked the Finance Director to add some context to this issue. Ms. Chamberlain stated, as they get closer to those years, Staff will be re-evaluating whether or not bond funding is the appropriate funding mechanism for a particular project. Staff closely monitors what the City's debt service is on an annual basis to see what bonds are fully paid and work around that and try to keep debt level somewhat stable. She added, because these are in outer years, Staff has opportunity to evaluate this. Ms. Chamberlain added the entire makeup of the CIP could change over the next few years. The City also works with the New Hampshire Municipal Bond Bank and they also scrutinize very carefully what projects the City is requesting bond funding for. Staff works diligently to make sure the City maintains the levels that it needs to be, which is to be in compliance with the fiscal policy.

The Chair, with reference to ambulance, asked whether the City is over-extended and whether the County should be stepping in. Ms. Chamberlain felt this is something that would be best answered by the Fire Department. Mr. Lussier stated his department is responsible for the maintenance of the fleet. He explained the Fire Department has four ambulances, of which three are active ambulances with one being used as backup. For the last few years, the department is running all four ambulances, and they are the heaviest used vehicles in the fleet.

The Mayor stated the call volume for ambulances in Keene over the past four years has increased dramatically. He stated the City added the third ambulance and extra Staff to handle this increase in calls. Mr. Madison stated his understanding from his time on the Council is that one of the big drivers behind the increase in ambulance calls is in our facility transfers. Historically, those were handled by Diluzio Ambulance with the City handling some of those calls. When Deluzio went out of business, many of their contracts were taken over by Cheshire EMS. Cheshire EMS tended to focus more on emergency calls rather than inter facility transfers such as from nursing home or skilled care facilities, which left Keene to pick up those inter facility transfers, which has been the biggest driver in the last three years for ambulance calls.

Chair Farrington referred to the solar removal from the roof of the municipal building (page 64) and asked what the life cycle of this array is. Mr. Lussier stated the project that is described is not specifically removing the solar array. In order to replace the roof, the solar array needs to be moved. He added that this array is at the end of its approximately 25 years of useful life and there is a note in the CIP that a new array will be explored.

The Chair commended staff that the Salamander Crossing project and the Gilbo Avenue Solar Pavilion are almost 100% paid for by grants.

The Chair asked how many EV Charging stations the City has at the present time. Mr. Lussier stated the City has two charging stations. In FY29, the allocation is to replace or rehabilitate the existing stations (two charging ports). These were installed in 2015 with a grant, and they are reaching the end of their useful life. Funding in FY29 would be to replace those with newer equipment. In FY32, the City would be looking at adding additional EV charging equipment. Most likely that would be at the Recreation Center which was a location determined by a consultant the City hired to look into City infrastructure and parking lot locations. He stated this project has been pushed out as the usage of charging stations has decreased in the City.

The Chair noted the solid waste operation in Keene is a model for many communities. He commended the composting operation.

He then referred to sewer and water and asked whether there was any plan to expand the footprint of water and sewer. Mr. Lussier stated the CIP not plan was expansion. The downtown project is looking at improving infrastructure on Gilbo Avenue to better serve the properties on the west end of Gilbo Avenue. He stated it would be up to a developer proposing a project that is looking to expand water and sewer in a particular area.

Mr. Kost referred to the solar pavilion project and stated he learned at CIP meetings that this system would power needed for downtown and asked whether this would include power for residences as well. Mr. Lussier answered in the negative and stated this panel is being sized on that pavilion to provide all of the City's use of electricity in the downtown area, which includes the lighting along Main Street, the accessory uses like when the Rotary Club put up lights on light poles during the holidays etc.

A motion was made by Roberta Mastrogiovanni that the Planning Board finds that the 2027-2033 Capital Improvement Program is consistent with the 2025 Master Plan. The motion was seconded by Andrew Madison and was unanimously approved.

6) Staff Updates

A) Tracking Progress on the 2025 Comprehensive Master Plan:

Community Development Director Paul Andrus addressed the Board. Mr. Andrus stated one of the conversations he undertook last year when this plan was underway was how to track the progress of the plan and the achievements made towards those goals. He stated what he is presenting addresses the feedback received.

Mr. Andrus stated the first thing the City is trying to achieve is transparency to let the public know the good things being done by the City and being mindful that the plan is in alignment with Council priorities. Internally this tracking supports a lot of the internal coordination with the City departments getting everyone mindfully in line with the master plan. To also be flexible enough that over time adjustments can be made to the master plan particularly as it relates to the type of data that staff can access and collect.

Mr. Andrus stated the Community Development and other City staff are responsible for collecting information that can be actively managed. This information needs to be in formats that

is interesting and useful. Interpret the information, present it and create a narrative that is more likely to pull people in who would otherwise not be looking for this information.

How do we want to get this information out to the Community? Is it via Internet/internal updates, updates to Council, updates City commissions and committees? Is it through an annual public report?

Mr. Andrus went on to say staff has been working on the concept referred as “story map” where information is presented through images. Ms. Brunner stated Montpelier Vermont has their entire master plan in a story map format. She added if you go to the keenemasterplan.com website, there is already a story map for the Keene master plan to receive community input when it was nearing completion. Mr. Andrus asked for the Board’s feedback on this item.

Mr. Kost noted when the master plan was being developed there was a checklist of goals and objectives with many things to accomplish and asked whether this would be the guide that we would progress on. Mr. Andrus stated this process is going to be a somewhat of a challenge, to identify some of the higher priorities within each goal. He added some of this identification has been done but this is the process that will be used.

B) NH BEA 2026 Spring Planning & Zoning Conference – Saturday, May 9

Ms. Brunner referred to page 30 of the Board’s packet and noted there is a free training available for Board members (virtual). She added Board members can also visit the web page and view recordings from past years. Last year there was a track focused on housing, in the past it has been about historic preservation.

The Chair stated he has attended this conference and recommended attending.

7) Correspondence

A) Letter from Southwest Region Planning Commission Regarding the Draft 2027–2036 Ten Year Transportation Improvement Plan

The Chair asked what action the Board has to take with this item. Ms. Brunner referred the Board to the last paragraph of the letter which recommends reaching out to your elected representatives, if there is concern and have ideas for ways the state could address it.

Ms. Brunner referred to the following language from the *letter you and your town may or may not think that adjustment to toll fairs or the gas tax would be acceptable trade-offs for making the tip financially whole* – suggesting if there is concern the City should reach out to the State.

Councilor Ellis asked whether a letter could be sent to the State but not as a representative of the Board.

Mayor Kahn noted the West Street fund is pushed out to FY32, which was scheduled for FY29 – same is true with Winchester Street. He noted funds are not available but that is what the legislature’s responsibility is, to make sure that the funding is there and these delays don’t become hazards.

Ms. Mastrogiovanni felt when it comes to the State if we don't stay in the loop because funding is done many years in advance, our portion of the State seems to be always left behind. Especially in terms of transportation, if there are things we need addressed the City should stay on it to make sure it does not get deleted from the State's funding list.

Mr. Mehu stated he had attended two of the meetings which discussed the ten-year plan and what he learned is Keene was fortunate but many other municipalities' plans were deleted from the ten-year plan. He stated he also learned rate for tolls had not been adjusted since the late 2000's.

Ms. Mastrogiovanni stated she has been part of the Greyhound Agency for 20 years and most of that is being funded by states around New Hampshire (Vermont and Massachusetts). New Hampshire is limited on public transportation.

Mr. Kost suggested some members of the Board meet with JB Mack to get an idea how this has an impact on Keene. The Chair stated he will take this as an action item.

8) New Business

None

9) Upcoming Dates of Interest

- Joint Committee of the Planning Board and PLD – April 13, 6:30 PM
- Planning Board Steering Committee – April 14, 12:00 PM
- Planning Board Site Visit – April 27 – To Be Confirmed
- Planning Board Meeting – April 27, 6:30 PM

There being no further business, Chair adjourned the meeting at 8:22 PM.

Respectfully submitted by,
Krishni Pahl, Minute Taker

Reviewed and edited by,
Emily Duseau, Planning Technician