

Town of Bath Planning Commission Minutes

December 7th, 2023

1. **Call to order:** Larry Landon at 5pm
2. **Roll Call:** Larry Landon (X), David O'Connell (Phone), Susan Webster (X), Elizabeth Skinner (X), Steve Keith (X)
Guest: Rebecca MacLeod (Public Works Committee), Pete Brown
3. **Review and Approval of Minutes:** David O'Connell November Minutes
Susan: proposed accept minutes, Beth: 2nd, November Minutes unanimously approved
4. **Comprehensive Plan Development Discussion**
 - a. 2017 Comprehensive Plan Public Works Task Review
Extensive discussion around all the Objectives/Strategies in which Public Works was either a Key Stakeholder of just an interested Stakeholder. See "Public Works review of the 2017 Comprehensive plan notes"
 - b. Other Current Public Works Committee topics
A number of topics were discussion.
 - (1) Equipment Capital Investment vs. Annual Operations & Maintenance
 - * Capital Investment
 - \$93k for Trash Truck in 2021 finance through depleting reserve accounts
 - \$50k fully depleting the Garbage Dept Acct
 - \$43k from the General Reserve (set up as a loan to Garbage)
 - Trash Truck was marked as Equipment under the Streets Dept not Garbage
 - * Operation & Maintenance
 - ~\$20k for diesel in FY22 & FY23 three times 2021 cost
 - ~\$27k for maintenance in FY22 & F23 almost double 2021 cost
 - (2) Personnel Situation and Future Plan
General discussion around personnel development and leadership succession.
 - (3) Road Re-paving and Maintenance Plan
Streets south of Independence seem to be the responsibility of the town.
Paving plans are developed with a 5-year outlook.
 - (4) Coordination and Prioritization for grants and other outside funding
 - c. Potential Future Public Works Committee tasks (Comprehensive Plan 2027)
5. **Status of Tasks:**
6. **Any New Business:**
7. **Tasks For Next Meeting**
 - a. Ordinance Committee Task Review in January
 - b. Cemetery Board Task Review in February
8. **Next Meeting:** Thursday, 11 January at 5:00 PM
9. **Motion to Adjourn:** Time: 6:30pm approved with common consent.

Attest:

Chair:



Recorder:



Public Works review of the 2017 Comprehensive plan notes

Notes from 2023 December interview with Works Committee Representatives

Garbage Collection

- 3C: Establish a Cooperative approach to ~~problem-solving~~ communications with residents to address town services.
- 3Ca: Explore ways to engage citizens on issues as they are identified for Emergency Services, Solid Waste Collection, and other environmental needs.
Status: Ongoing
Needs: Gaps in communications. Public Calendar is not available.

Roads

- 2B: Research and encourage opportunities to support renewal and redevelopment.
Needs: Maintenance Plan for Street upgrades,
Discussed: Cinder Collection, would require an ordinance
- 2Bc: Coordinate with DOH on programs to improve vehicular and pedestrian bridges in town.
Status: Ongoing
Needs: Sidewalks on Bridges
- 2E: Work with Warm Springs Water Sheed Assoc & other partners to identify actions that improve water quality.
Status: Key Stakeholder should be Warm Springs PSD
- 2Ea: Revise Bath Code to expand the Stormwater Management Ordinance to achieve similar standards found in the Region-9 Model Stormwater Ordinance. (Chapter 30 Article IV)
Status: Ongoing, originally planned to be completed in 2010
Note: No town ordinance was found on Town web site.
Note: Chapter 30 – Environment Article IV (Stormwater) is as of 1989
Note: 2010 a Floodplain Ordinance was enacted but seems to address flooding but not Stormwater. May be been passed for the purpose of Flood Insurance.
Note: 2010 Storm Drain map is out of date, Inlets are unknown.
- 2Eb: Complete and implement a Stormwater Retrofit and Green Infrastructure Plan for the town.
Status: Ongoing
Accomplishments: 2015 Street Scape project, 2020 Congress Street
- 2F: Explore alternatives to increase pedestrian safety and minimize adverse traffic effects on the community.
Status: Ongoing, Current project: Cross Walks
Key Stakeholder: Streets Scape Committee
- 4G: Improve parking for residents and visitors
Status: Currently working on costing out paving Congress St.
- 4Ga: Review existing parking study conduct for the town.
- 4Gb: Reevaluate current parking policies in town.
- 4Gc: Identify Potential actions that could provide an improved parking experience.
Status: Ongoing adjustments, Parking Study conducted in 2012.

Plowing

Plowing is a line item within the annual budget.
* Cost Consideration (Salt)

Sidewalks

- 2F: Explore alternatives to increase pedestrian safety and minimize adverse traffic effects on the community.
- 2Fb: Explore measures of funding and administering improvements in the street maintenance program.
Status: Mercer St Traffic Flow one-way experiment
Discussed: Bike Lane on Mercer St. Key Stakeholder may be Public Safety for Bike Lane.
Note: Seems more like a "Roads" not a "Sidewalks" issue.
- 2H: Support an active Streetscape improvement program, and enhance measures to achieve Americans with Disabilities Act Improvements.
Status: Key Stakeholder is Streetscape Committee
- 2Ha: Ensure use of town design catalog for streetscape furniture, lighting, and sidewalks.
- 2Hb: Pursue energy efficient upgrades for street lighting to improve aesthetics and reduce town utility cost.
Status: High capital cost for Batterie Packs (Solar option) or LED Light replacements.
Note: Updated cost analysis may be advised due to technological cost improvements.

Drainage (Stormwater issue?)

- 2D: Identify strategies that reduce damage from flooding and increase flood protection for the town.
Key Stakeholder: Warm Springs Watershed org, Streetscape, Warm-Springs-PSD
- 2Da: Work with county government, Warm Springs Watershed Assoc & other stakeholders to enhance flood protection for existing & future development.
Status: Natural Resources Grant
Note: "for existing & future development" may imply Planning Commission, BDA/EDA as Key Stakeholder.

Headquarters/Leadership (including Good Governance)

- 1E: Develop short/long term growth and finance strategies for the town
- 1E.a Utilize state organizations and local finance experts to establish a capital improvements program.
Need: Capital Planning, Grant Planning
- 4B: Establish a schedule for public review and implementation of projects that improve the town by reviewing annually the following studies:
- | | |
|------------------------------------|---|
| 4B.a: Community Design Team report | (Key Stakeholder: BDA?) |
| 4B.b: Streetscape Concept Plans | (Key Stakeholder: Streetscape) |
| 4B.c: Town of Bath Parking Study | (Key Stakeholder: Works-Streets) |
| 4B.d: North End Development | (Key Stakeholder: TBD: (Planning or Rail-Trail?)) |
- (Needs Assigned)**
- | | |
|------------------------------------|---|
| 4B.f: NBRT with County | (Key Stakeholder: Rail-Trail / Depot committees?) |
| 4B.g: Reuse of former CSX property | (Key Stakeholder: Rail-Trail / Depot committees?) |
| 4B.h: Town Green Infrastructure | (Key Stakeholder: TBD) |
- 4E: Develop a gateway program & signage programs
Key Stakeholder: TBD (Planning, HLC)
what about By-Pass Signage
what about Opportunity Zone

Public Works review of the 2017 Comprehensive plan notes

Notes from 2023 December interview with Works Committee Representatives

Garbage Collection

- 3C: Establish a Cooperative approach to ~~problem-solving~~ communications with residents to address town services.
- 3Ca: Explore ways to engage citizens on issues as they are identified for Emergency Services, Solid Waste Collection, and other environmental needs.
Status: Ongoing
Needs: Gaps in communications. Public Calendar is not available.

Roads

- 2B: Research and encourage opportunities to support renewal and redevelopment.
Needs: Maintenance Plan for Street upgrades,
Discussed: Cinder Collection, would require an ordinance
- 2Bc: Coordinate with DOH on programs to improve vehicular and pedestrian bridges in town.
Status: Ongoing
Needs: Sidewalks on Bridges
- 2E: Work with Warm Springs Water Sheed Assoc & other partners to identify actions that improve water quality.
Status: Key Stakeholder should be Warm Springs PSD
- 2Ea: Revise Bath Code to expand the Stormwater Management Ordinance to achieve similar standards found in the Region-9 Model Stormwater Ordinance. (Chapter 30 Article IV)
Status: Ongoing, originally planned to be completed in 2010
Note: No town ordinance was found on Town web site.
Note: Chapter 30 – Environment Article IV (Stormwater) is as of 1989
Note: 2010 a Floodplain Ordinance was enacted but seems to address flooding but not Stormwater. May be been passed for the purpose of Flood Insurance.
Note: 2010 Storm Drain map is out of date, Inlets are unknown.
- 2Eb: Complete and implement a Stormwater Retrofit and Green Infrastructure Plan for the town.
Status: Ongoing
Accomplishments: 2015 Street Scape project, 2020 Congress Street
- 2F: Explore alternatives to increase pedestrian safety and minimize adverse traffic effects on the community.
Status: Ongoing, Current project: Cross Walks
Key Stakeholder: Streets Scape Committee
- 4G: Improve parking for residents and visitors
Status: Currently working on costing out paving Congress St.
- 4Ga: Review existing parking study conduct for the town.
- 4Gb: Reevaluate current parking policies in town.
- 4Gc: Identify Potential actions that could provide an improved parking experience.
Status: Ongoing adjustments, Parking Study conducted in 2012.

Plowing

Plowing is a line item within the annual budget.
* Cost Consideration (Salt)

Sidewalks

- 2F: Explore alternatives to increase pedestrian safety and minimize adverse traffic effects on the community.
- 2Fb: Explore measures of funding and administering improvements in the street maintenance program.
Status: Mercer St Traffic Flow one-way experiment
Discussed: Bike Lane on Mercer St. Key Stakeholder may be Public Safety for Bike Lane.
Note: Seems more like a "Roads" not a "Sidewalks" issue.
- 2H: Support an active Streetscape improvement program, and enhance measures to achieve Americans with Disabilities Act Improvements.
Status: Key Stakeholder is Streetscape Committee
- 2Ha: Ensure use of town design catalog for streetscape furniture, lighting, and sidewalks.
- 2Hb: Pursue energy efficient upgrades for street lighting to improve aesthetics and reduce town utility cost.
Status: High capital cost for Batterie Packs (Solar option) or LED Light replacements.
Note: Updated cost analysis may be advised due to technological cost improvements.

Drainage (Stormwater issue?)

- 2D: Identify strategies that reduce damage from flooding and increase flood protection for the town.
Key Stakeholder: Warm Springs Watershed org, Streetscape, Warm-Springs-PSD
- 2Da: Work with county government, Warm Springs Watershed Assoc & other stakeholders to enhance flood protection for existing & future development.
Status: Natural Resources Grant
Note: "for existing & future development" may imply Planning Commission, BDA/EDA as Key Stakeholder.

Headquarters/Leadership

(including Good Governance)

- 1E: Develop short/long term growth and finance strategies for the town
- 1E.a Utilize state organizations and local finance experts to establish a capital improvements program.
Need: Capital Planning, Grant Planning
- 4B: Establish a schedule for public review and implementation of projects that improve the town by reviewing annually the following studies:
 - 4B.a: Community Design Team report (Key Stakeholder: BDA?)
 - 4B.b: Streetscape Concept Plans (Key Stakeholder: Streetscape)
 - 4B.c: Town of Bath Parking Study (Key Stakeholder: Works-Streets)
 - 4B.d: North End Development (Key Stakeholder: TBD: (Planning or Rail-Trail?))**(Needs Assigned)**
 - 4B.f: NBRT with County (Key Stakeholder: Rail-Trail / Depot committees?)
 - 4B.g: Reuse of former CSX property (Key Stakeholder: Rail-Trail / Depot committees?)
 - 4B.h: Town Green Infrastructure (Key Stakeholder: TBD)
- 4E: Develop a gateway program & signage programs
Key Stakeholder: TBD (Planning, HLC)
what about By-Pass Signage
what about Opportunity Zone