

CHAPTER 9: IMPLEMENTATION

9.1 IMPLEMENTATION

This chapter represents a compilation of all recommendations (goals) identified in previous sections of this Master Plan. The purpose of this chapter is to establish a systematic process for scheduling, evaluating, and accomplishing these goals over-time, based on a logical sequence of actions. Reference numbers are provided by chapter for each of the recommendations so they can be easily be reviewed within the chapter of origin if additional context is needed.

All recommendations were rated and ranked by the Planning Board according to importance among other goals in each chapter. The highest ranking goals considered by the Planning Board to be achievable in a one to three-year time horizon are presented in Table 9-1: Near-Term Action Program which contains associated implementation details including: responsible parties, timeframes, and funding needs. The remaining goals presented in Table 9-2: Contingency Recommendations List are for future consideration to be re-evaluated and scheduled in the action program as near-term goals are completed and timing is appropriate.

9.2 METHODOLOGY

An effective Near-Term Action Program will require monitoring by the Planning Board in consultation with the individuals, groups, and municipal departments responsible for implementation. The following describes the preferred steps for achieving all goals identified in this Master Plan:

- Every six months the Planning Board reviews progress on the Near-Term Action Program, noting accomplishments and challenges in achieving each goal. Timeframes are updated as needed and consideration is given to which goals on the contingency list are candidates for inclusion in the action plan to replace goals that have been successfully accomplished.
- Annually the Planning Board updates the Near-Term Action Program by reviewing remaining contingency goals and identifying which are priorities that are ready for inclusion in the action program. As time passes there may be a need to re-evaluate and prioritize the remaining goals by reaching consensus on rank and order in consultation with responsible municipal departments and organizations.
- Every three to five years the Planning Board evaluates the need for individual Master Plan chapters to be updated based on the substantial completion of goals. Changing conditions may warrant consideration for additional chapters to be included in this Master Plan.

9:1 Near Term Action Program 2018-2020

Chapter Reference	Priority Goals By Master Plan Chapter	Responsible Party(s)	Timeframe	Pending Needs	Resources	Status
2. Land Use						
2.5.1	Develop Cluster Subdivision Ordinance	PB	Completed March 2012 Town Meeting	Funding for consultant at Town Meeting	LRPC Consultant	COMPLETED
2.5.2	Prepare a Scenic Resource Inventory that evaluates vistas, viewsheds and points of interest	PB/Conservation Commission	2018-2020	Resident Volunteer Effort	Request assistance from LRCT	WIP
3. Facilities, Utilities and Public Services						
3.6.2	Assess space needs recommendations related to CIP	CP Committee	2012-2013	None-volunteer committee	Re-instating CIP and committee	COMPLETED
3.6.3	Monitor municipal staffing needs	Board of Selectmen	Ongoing	Accomplished in cooperation with dept. heads	Annual departmental budgets	ONGOING
3.6.1	Reinstate Capital Improvement Program (CIP)	Planning Board	2012	Assesses need for consult help based on previously est. program framework	PB Clerk previously established framework	
3.6.6	Develop stormwater management plan for village area	Road Agent	2015		Engineering firm	ONGOING
Chapter Reference						
4.4.3	Conduct housing workshops	Planning Board	2012	Funding for consultant at Town Meeting	Laconia Area Community Land Trust, LRPC	COMPLETED
4.4.5	Change zoning ordinance to allow five unit multifamily housing	Planning Board	Completed March 2012 Town Meeting	Funding for consultant at Town Meeting	Cluster Subdivision Ordinance	COMPLETED
5. Transportation						
5.6.1	Review and revise Town Road Standards	Road Agent/PB	2009-	Draft requires legal review	Subdivision Regulations	COMPLETED
5.6.5	Establish & Maintain Road Surface Management System (RSMS)	Road Agent	2012-ongoing	Software Program and maintenance agreement to maintain over time	UNH Technology Transfer Center, LRPC, Quantum	WIP
5.6.3	Develop access management tools and coordinate with NHDOT	Road Agent	2012-2013	Requires legal review of Memorandum of Understanding with NH DOT	NH DOT District 3	WIP
5.6.4	Research all sources of funding for projects and purchases	Road Agent	Ongoing		Town participation on regional Transportation committee	WIP
5.6.2	Form a town dock capital reserve fund	Recreation Department	2012	Annual funding stream established by town vote		COMPLETED
5.6.13	Design any needed upgrades and install while exploring funding sources	Road Agent	Starting 2018	maintenance and travel limitations (i.e. load limits) specific to Hawkins Pond Dam Crossing		WIP
6. Natural Resources						
6.10.11	Consider increased buffers in Wetland Cons District	Conservation Commission/Planning Board	Begin Discussion 2012		NRI	COMPLETED
6.10.12	Nominate and approve additional prime wetlands for protection	Conservation Commission	2012 effort for Warrant Article in 2013	Funding survey available for Conservation Fund Public Hearing 5-1-12	Rick Van De Poll	COMPLETED
6.10.13	Consider perennial streams for increased land use restrictions to protect water quality	Conservation Commission	Begin Discussion 2013	Consultant 2016-2017	Rick Van De Poll	COMPLETED
6.10.6	Assess active agricultural areas to determine most productive soils	Conservation Commission	Begin Discussion 2013	Consultant 2016-2017	Rick Van De Poll	COMPLETED

6.10.5	Inventory gravel extraction sites and consider areas for well head protection	Conservation Commission	Begin Discussion 2013	Consultant 2016-2017	Rick Van De Poll	COMPLETED
7. Cultural and Historic Resources						
7.4.1	Retaining Planning Board member who is also on the Historical Society for enhanced communications	Historic Society/Planning Board	Historic Society/PB	Member from PB	David Reilly	COMPLETED
7.4.2	Maintain inventory of Historical Sites and file at Town Library	Historic Society	2012-2014			COMPLETED
7.4.5	Create electronic map layer of cemetery inventory	Historic Society	2012-2014	Nominal Cost	Cartographic Associates along with Heritage Commission	ONGOING
7.4.4	Develop and maintain cemetery inventory	Historic Society	2012-2014		Volunteers	COMPLETED
7.4.3	Remove demolished buildings from the National Register of Historic Places	Historic Society	2012-2014			WIP
7.4.7	Enhance photographs in Municipal Building by adding text providing historic context	Historic Society	2012-2014		Heritage Commission	2018
8. Energy						
8.7.2	Identify energy efficiency cost savings, conservation measures and anticipated return on investment for municipal operations	Energy Committee	RFB Issued April 2012 - Selection May 2012	From existing Energy Committee Budget	Consultant	Ongoing. See Jordan Institute report (https://www.centerharbornh.org/energy-committee/files/jordan-institutes-energy-audit , from November 2009). Since then, done various projects on Town Hall, Fire Station, Library, and Town Garage with appropriate ROI.
8.7.1	Develop a municipal energy use and expenditure tracking system and establish accessible records of historic municipal energy use and cost	Energy Committee	Begin Discussion 2012	From existing Energy Committee Budget	Committee	Pending - Initiated by Jordan Institute but has not been maintained. Has recently been discussed that CHEC should have access to NHEC.COM town account for usage reports and fuel oil deliveries should be tracked.
8.7.4	Work with LRPC to create an energy road map	Energy Committee	Begin Discussion 2012	From existing Energy Committee Budget	LRPC Consultant	Will work with LRPC to understand the goal and examples developed by other towns within the region.
8.7.3	Create a standard for the construction and renovation of municipal projects that exceed state code by 25-50 percent and incorporates life-cycle energy cost analysis	Energy Committee	RFP Issued April 2012 - Selection May 2012	From existing Energy Committee Budget	Consultant	No "standard" created, but was used on Municipal Building project and results exceeded the high end of goal (>50%).

Table 9.2: Contingency Recommendations List

Chapter Reference	Goals
2. Land Use	
2.5.3	Develop Design Guidelines
3. Facilities, Utilities, and Public Services	
3.6.7	Monitor and manage potential drinking water pollution sources
3.6.4	Continue public education about recycling
3.6.8	Explore feasibility of digitizing town documents
3.6.5	Explore opportunities to expand internet availability
4. Housing and Demographics	
4.4.1	Work with Planning Board applicants to explore worker and elderly housing options
4.4.2	Further assess availability of workforce housing within existing stock
5. Transportation	
5.6.8	Engineer drainage improvements based on best management practices
5.6.9	Explore funding and phased installation of drainage improvements
5.6.7	Review stormwater management practices and infrastructure in village area
5.6.10	Coordinate drainage improvements with plans for utilities, fire and pedestrians
5.6.6	Create heavy equipment replacement plan
5.6.13	Explore funding sources and install upgrades
5.6.12	Engineer deck and guardrail improvements and repair strategy
5.6.11	Form agreement with NH Dam Bureau regarding Hawkins Pond Dam maintenance
6. Natural Resources	
6.10.1	Conduct bedrock aquifer study of town
6.10.2	Identify probable deep well catchment areas
6.10.8	Consider tax relief for productive agricultural areas less than ten acres
6.10.3	Consider overlay district for "headwater protection areas"
6.10.4	Consider drafting and approving Aquifer Protection Ordinance
6.10.7	Prioritize the protection of most productive soils
6.10.9	Conserve unfragmented blocks of forested land using Co-Occurrence mapping
6.10.17	Establish high priority wildlife habitat areas for protection using NRI resources
6.10.18	Work with non-profit agencies and private landowners on priority habitat protection
6.10.19	Offer conservation education programs about significant ecological areas
6.10.10	Target forest blocks with more productive soils for timber production
6.10.21	Work with adjoining towns on scenic assessment and coordinate protection of major road entrances to town
6.10.16	Outreach and education for: timber and erosion control, agricultural practices, and stormwater management
6.10.20	Publish guide to recreational trails over conservation properties and canoe and kayak trails
7. Cultural and Historic Resources	
7.4.8	Explore short and long term historical priority projects and town and other sources of funding for implementation
7.4.10	Establish space on town website for information about local groups and their activities
7.4.6	Consider updating the Center Harbor Walking Tour
7.4.9	Support Recreation Department development and promotion of activities that bring people together
8. Energy	
8.7.6	Draft outdoor lighting regulations
8.7.7	Propose tax exemptions for wind powered and central wood heating energy systems
8.7.8	Propose regulatory flexibility for development projects proposing use of renewable energy
8.7.9	Encourage voluntary implementation of solar easements on deeds when a developer is subdividing a larger property
8.7.5	Explore a Property Assessed Clean Energy District or a municipal revenue bond for revolving loan to finance clean energy investment