

**Town of Sandwich
PO Box 194
Center Sandwich, NH 03227**

**Master Plan Sub-committee
July 22, 2026, Sandwich Town Hall
Meeting Minutes**

Present: Mike Babcock, Gene Bois, Julie Dolan, Katy Holmes, Susan Bryant Kimball, Nancy Walser

Meeting called to order 9:30 a.m.

Minutes of July 15, 2026: Approved as written.

Outreach: Listening Session 2 review: Thirty-two signed in (includes PB members). A relief and gratifying to hear most people express appreciation for all the work on this Plan and seemed invested in it. Many comments the same as the first session. Shanna Saunders made a few suggestions after the session: 1. Be sure to report the attendance numbers to HOP in next bi-monthly report. 2. Be sure to follow up on including more on agriculture. 3. Address the mentioned childcare issue. 4. Set up the Implementation Guide not as a list of priorities but have timeframes and any funding required.

Draft #7: Ms. Dolan revised the Introduction to clarify what a Master Plan is and isn't – a guiding document, not a prescriptive one. Discussion on verbiage resulted in Ms. Dolan to revise with Brewster Lee's written comments included and submit to LUS MacLeod for draft #8. Balance of draft was reviewed for any further changes. Footnotes to remain in NR. Contributing photographers will be acknowledged with attribution under the photos within the chapters.

Implementation Guide: Set up similar to the table in the 2011 Plan. Duplicated or similar recommendations will become apparent and can be combined. Ms. Dolan and Dwight Emery will work on a draft. A spreadsheet format may be created for the Implementation Committee to use to track progress. Intent is to bring in new people to serve on this committee.

Next steps:

- July 29 Draft #8 in paginated format to review. Review draft of Implementation Guide table.
- Draft to Planning Board to review on August 6 and vote to schedule Public Hearing for adoption on August 20; date for second hearing if needed September 3.
- August 26 Committee to wrap up finalizing Plan to have printed and sent to HOP and LRPC. Back-up date, September 9.

Actions: Ms. Dolan to revise Introduction and work with Dwight Emery on draft Implementation Guide. LUS MacLeod to produce draft #8. Mr. Babcock to contact LRPC to request invoice for moderating services to be sent ASAP.

Next Meeting: July 29, 2026

Respectfully submitted: Susan MacLeod, Land Use Secretary