



## LRPC Executive Board Meeting

Minutes of November 10, 2021

(approved 06/08/22)

PRESENT John Ayer (Chair), Mardean Badger, Bill Bolton, Steve Favorite, David Katz, David Kerr, Jean Marshall (virtual), Robert Snelling, Steve Wingate (virtual)

ABSENT Dean Anson, Pat Farley, Tony Giunta

STAFF Jeff Hayes (Executive Director), Tracey Ciriello (Meeting Recorder)

PUBLIC None

LOCATION Hybrid Meeting: LRPC Office, 1st Floor Conference Room, Meredith / Zoom Conference

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### 1. Call to Order

The Chair called the meeting to order at 9:02 AM and stated a quorum was present.

### 2. Approve Minutes of October 13, 2021

D. Katz moved to accept the minutes of October 13, 2021 as presented. S. Favorite seconded the motion. Voice vote taken. **SO VOTED**

### 3. Finance Report

J. Hayes reviewed the Treasurer's Report for month ending October 31, 2021 and answered questions such as contract overages for Hazard Mitigation Plan updates, which take up considerable time and must be completed to satisfy multiple reviewers at state and federal levels. He reported that the network server is due to be replaced/upgraded. D. Katz asked if data collection was finished for the Plymouth culverts contract; the monthly progress report from Finance showing project status was not available so J. Hayes will check.

### 4. Monthly Executive Report

The monthly written report was not available so J. Hayes reported verbally on items of note for the month's activities. He provided an update on the regional housing needs assessment, noting that federal law stipulates a percentage of housing stock must be designated as fair housing. A potential checklist regarding what specific things a town can do, including updating zoning regulations and ordinances, to ensure adequate fair housing vs. relying only on special developments was discussed. The Chair suggested that visiting other towns to look at their developments in person can be beneficial.

There is a push by USDA to get the word out regarding water & sewer capacity and stormwater management around landfills and transfer stations. Another USDA project is the Streetscaping planning grant, underway in Ossipee and Plymouth so far. The USDA has implementation dollars—as opposed to planning dollars for TAT (technical assistance & training) disaster grants—for projects such as water & sewer, broadband, and stormwater, and they want to work with LRPC. R. Snelling asked about funds for responding to climate change versus affecting change towards climate change. J. Hayes also noted concerns with transportation funding include availability of contractors and supply chain issues.

### 5. Committee Reports

#### a. Transportation Technical Advisory Committee (TAC)

D. Kerr reported the second meeting in a row that a quorum was not present, but that the meeting was a good one due to the guest speakers and successful use of LRPC's new Meeting Owl video conferencing tool. Meredith's Community Development Director John Edgar spoke about the road safety audit process, which towns can request from NHDOT, and NHDOT Project Engineer Samantha Fifield discussed NHDOT Highway Maintenance District 3 and ditch maintenance policy. D. Kerr noted

that aside from Ms. Fifield and the NHDOT Commissioner, there were no other women. On the other hand, the LRPC TAC has good representation from women and LRPC women staff do traffic counting; also, many school bus drivers in the region are women. He cited that 33-39 positions have been lost throughout District 3, and that there are currently 96 positions from Conway to Loudon, with 14 vacancies, including in Meredith, Moultonborough, and Tuftonboro. The deadline for road safety audits is getting closer.

## 6. **Old Business**

### a. **Annual Meeting Planning Updates**

Rhonda Perry, the most recent temp administrative assistant, has accepted the offer to act as a part-time/as needed event planner for the 2022 annual meeting and will begin after Thanksgiving. The Chair and Executive Director visited Peabody Place in Franklin yesterday and awarded John Cotton the 2021 Kim Ayers Award, holding a little ceremony with John's wife, Tina, and Peabody Place staff. Mr. Cotton was deeply appreciative. Photos taken by staff are being compiled and a press release is forthcoming. A draft write-up for the proposed John Cotton award is needed and will be available at the next meeting. How we deal with retiring the Kim Ayers Award will need to be addressed as well. Discussion continued regarding whether to create a separate award or combine with the Kim Ayers Award and touched upon professional vs. volunteer and keeping the public service aspect. D. Katz moved to rename the Kim Ayers Award to the Ayers-Cotton Environmental Service Award. R. Snelling seconded the motion. Voice vote taken. **SO VOTED**

Email memo from the Nominating Committee needs to be drafted. The Chair and Vice Chair are the Nominating Committee members.

### b. **Annual Meeting Awards Timeline**

Covered in discussion above.

### c. **Tentative Timeframe for Nominating Committee, Awards Committee, et al**

Addressed during discussion above.

## 7. **New Business**

### a. **Network Server Replacement**

Price point is based on 25 users. One of the improvements will be ability for any user to log on to any workstation and have access to items based on the user profile. J. Hayes confirmed to D. Katz's inquiry that LRPC does not host the website on its server and that it was hosted by a third party.

### b. **Meeting Location for December 8 and April 13 Executive Board Meetings**

J. Hayes noted the meeting room conflict for December and April and asked for input regarding an alternate location. The consensus was to meet in the upstairs conference room on December 8.

J. Hayes noted the only issue was accessibility.

## 8. **Roundtable**

D. Katz, New Hampton—First public hearing held on 12 zoning amendments, including a private events ordinance addressing commercial activity within residential and agricultural areas. He will be out of state for the December and April meetings.

M. Badger, Ashland—Parcel of land consisting of 26 acres—owned by four different parties—is before the Planning Board. Aggressive marketing must be underway already; this is one of the largest pieces of land near downtown, in the Mill Pond area, behind the ballfield, and will be a challenge for the Planning Board, and possibly the ZBA. There are many unique aspects (and access points), with possible use ideas ranging animal rescue shelter to yoga. T-Mobile will be adding a set of antennas to an existing cell tower.

B. Bolton, Plymouth—The Town has a meeting with NHDES this afternoon regarding an easement that a developer is trying to give to the town. The Conservation Commission wanted a trail but an NHDES staff member indicated it was not allowed.

R. Snelling, Holderness—Still tweaking a solar ordinance but should be ready in time for placement on the March town meeting warrant. And a year after the cell tower controversy, there is still nothing put on it.

D. Kerr, Barnstead—Lot line adjustment was one of the routine items at the last Planning Board meeting. He suggested to the town and new Road Agent doing an RSMS study and having LRPC do a presentation on it; they were receptive to it and would like LRPC to give a presentation in the spring. (D. Katz also offered to help/share information from New Hampton having gone through the process.)

S. Favorite, Bristol—Fiber optic cable is being installed at his house today. He described how much more difficult fiber optic installation was than copper, explaining how the process literally requires clean hands because the surface of the cable must be unmarred and free from dirt. He also described his 3-ring maintenance books/binders for updating and maintaining HMPs when he worked for FEMA, and the importance of standardizing plans whenever possible so you don't reinvent the wheel each time.

J. Marshall, Freedom—Short-term rentals are a big issue and will be the subject of a Planning Board hearing on November 13—she will provide an update in December on what happens.

S. Wingate, Tuftonboro—Pretty quiet in general; going through the 2022 budgeting process.

J. Ayer, Gilford—The Planning Department received an application from Boston University regarding rocket testing at Laconia airport. There are over 50+ acres and over the course of a year there may be up to a minute of a brief but very loud, high-decibel sound. The rocket only weighs approximately 40 lbs with aluminum exterior/copper interior and uses liquid fuel. An application for a new Starbucks in front of Lowes has also been received. Someone has inquired about the old Getty station across from Walmart, in a prime commercial area, for possible use as a car wash or self-storage. There has been pushback regarding the STR ordinance from a Planning Board member who wants to ensure the Planning Board doesn't overreach. Someone may be planning to put it on a warrant article to try to ban it completely.

R. Snelling noted to J. Hayes that he has been sitting in on NHARPC meetings at times but was not sure if he was still assigned to be on it as liaison. He also noted that NHARPC's focus seems to be mostly internal and suggested they become active in decision-making on where ARPA / GOPHER funds are to be spent.

## 9. **Adjourn**

The Chair declared the meeting adjourned at 11:10 AM.

*Respectfully Submitted,  
Tracey Ciriello, Meeting Recorder*

## MOTIONS SUMMARY

MOTIONED / SECONDED / RESULT

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|---|--------------------------|
| 1. Approve October 13 minutes as presented                                    | Katz / Favorite / passed |
| 2. Rename The Kim Ayers Award as the Ayers–Cotton Environmental Service Award | Katz / Snelling / passed |