

LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3
Meredith, NH 03253
Tel 603.279.8171
www.lakesrpc.org



LRPC Executive Board Meeting

Minutes of April 13, 2022

Approved June 8, 2022

PRESENT John Ayer (Chair), Mardean Badger, Bill Bolton, Pat Farley, Steve Favorite, David Katz (via phone), David Kerr, Steve Wingate

ABSENT Dean Anson, II, Tony Giunta, Jean Marshall, Bob Snelling

STAFF Jeff Hayes (Executive Director), Linda Waldron (Administrative Assistant)

PUBLIC None

LOCATION LRPC Office, 2nd Floor Conference Room, Meredith

1. Call to Order

The Chair called the meeting to order and stated quorum was not present, therefore no official voting can take place.

Minutes of March 9, 2022

Available for review. Initially unable to obtain official vote due to lack of quorum. However, later in the meeting Mardean Badger arrived making a quorum and via voice vote, the minutes were approved.

2. Finance Report

Jeff presented the finance report stating that we are ahead on collecting our revenues as well as being ahead on our expenses. He feels we will have a good net income by the end of the fiscal year. Jeff proposed that we continue with our current auditing firm and there was no opposition to this. David Kerr asked about the payroll expenses in that it is under the projected/approved budget to date. Jeff states that this is primarily due to being down an administrative assistant. David Katz noted that at the time the budget was created, there was allocations for open positions that did not get filled.

David Katz asked if we are able meet our obligations with the staff we currently have, and Jeff advised that he felt we were in good shape overall. We just have a couple small HMP contracts we are behind on and a circuit rider contract or master plan project, but not due to staffing issues.

3. Monthly Executive Report

There is none due to administrative staffing issues. We plan to restart this process.

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4. Committee Reports

A. TAC (David Kerr & Jeff Hayes)

Had a meeting last week. Mentioned the keynote speaker (Amy Landers, Director of the Lakes Region Tourism Association). She spoke about promoting the scenic byway. Jeff added more detail about the byways and how they are managed. Needs more work. Not good fit for LRPC to manage due to the need for private funding. The LRTA can provide marketing assistance, but can't manage as they are only a staff of 2 people. Still need to figure out if we should stay involved or seek alternative source for management. Update on the bike/pedestrian plan was briefly discussed as well as the 10-year transportation plan and the fact that we have engineering services money available. Need to figure out how best to allocate the money out to projects through TAC subcommittee.

B. Nominating Committee Update (John Ayer)

Award Nominating Committee – only have 2 Award of Excellence nominations so far. Jeff spoke on need for more nominees. We sent out reminder email last week and will likely send another out this week. Deadline is April 18th. Urged everyone to reach out to contacts for nominees. Dave Katz advised that he will be forwarding a community service nominee in the next week or so.

5. Old Business

A. Annual Meeting Planning Update

- Reviewed invitation and sponsors
- We are setting up a tour of Franklin through Nobis
- We have set the ticket price at \$55 to hopefully cover the cost of the dinner
- We will be using Eventbrite for ticket purchases

B. Annual Meeting Award Descriptions / Nomination Update

See 5b above.

Mardean Badger enters the meeting approximately 34 minutes after commencement. John asked to bounce back now that we have a quorum to solicit a motion to approve the minutes of March 9, 2022 – Mardean brought the motion and Steve F. seconded. Voice vote indicated approval noting none opposed and one abstained.

Pat asked if we will be inviting any governmental/congressional/NH politicians. Jeff advises that we usually do invite some of them and occasionally pay for their dinners. Pat said that she generally invites Jeb Bradley and his wife and pays for his tickets, but can't do it this year and wonders if LRPC would be willing to pay for his ticket. Jeff feels it would be worth it for the organization for him to come and agrees to pay for the tickets.

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6. New Business

A. FY23 Organizational Budget (Jeff)

Jeff said we need to have a draft in place before the annual meeting so the proposed budget needs work. He pointed out the Senator Shaheen funding earmarked for regional plan updates and believes this was funded in the last infrastructure bill, but we don't have any details yet. The other unknown is the solid waste grant which we should hear about in the next couple of months.

Dave Katz suggested that we add the reserves topic to next month's agenda to discuss what is an appropriate amount of reserves to maintain and prioritize how to use them. Jeff states current policy is to have 6 months or so in reserves.

Jeff spoke about his frustration regarding the HSEM contracts and that we continuously lose money doing these.

B. Staffing Update

- We have a new Sr. Transportation Planner starting on April 18th.
- We have a new Solid Waste Planner starting on April 25th, replacing Paige.
- Jessica Bighinatti has given her resignation due to personal issues. Jeff noted that it is likely that we will wait on the outcome of the solid waste grant to decide when to fill Jess' position.
- We also have hired 3 interns for the summer starting in June: one for traffic counts and data collection, one to assist in our regional housing plan, and one to assist in our regional transportation plan.

C. Election Ballot

John addressed the proposed election ballot. Jeff asked if this could be approved for circulation. This ballot was added after the meeting packet went out and handed out at the meeting instead, as such, Dave Katz did not get a copy. John suggested that we think about it and address it at the next meeting. Jeff indicated that it was the same people as currently exist. John asked if everyone would review and get back to him with any questions or changes. Jeff stated that he would like to get this out before the next board meeting.

Matters not on the agenda:

- i. Jeff asked if we should post recordings of the meetings on our website. Consensus was "no".
- ii. John reviewed some of the newspaper articles in the meeting packet (Meredith Town Manager moving to Berlin and foam recycling in Gilford).
- iii. Dave Katz asked for an update on the housing survey. Jeff didn't have much as Dave Jeffers has been on vacation so he needs to meet with Dave for an update. The housing needs assessment is the topic for the commissioner's meeting on April 25th in Tuftonboro which will provide a more detailed update.
- iv. Pat stated that Tamworth had met with Consolidated Communications regarding available funding for fiber internet. She suggested that if other towns are interested, they should contact Consolidated to be put on a list. This program supports small towns in getting high speed internet and installation is free. Contact is maryellenplayer@consolidated.com. Her phone number is 617.256.6377.

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7. Roundtable

D. Katz, New Hampton—All 22 zoning articles passed at the town meeting. He feels the article allowing the town and PB to make minor housekeeping provisions is the best one. Ordinance and Regulation Subcommittee of the PB and they have several topic on the agenda such as subdivisions, shoreline construction on the Pemi River, unattached ADU's to be addressed, buildable area of lots (trying to come up with uniform calculation), CIP cycles are starting, and resolution of issues relative to private events in residential district.

M. Badger, Ashland—PB site plan review that needs to go to SB regarding driveway off a Class 6 road (Class 6 v. continued road v. private road). Lakes Region Community Developers and Lakes Region Community Services are proposing to complete renovate St. Agnes Church for supportive housing (not transitional). This needs to go to the SB for support, but she thinks the SB won't be supportive of it. There is going to be a ribbon cutting this weekend on a transitional housing project.

P. Farley, Tamworth—A selectman who was elected in March has just resigned because he was supposedly moving. Now 4 members of the SB need to appoint someone to hold the position until next March. The transfer station/recycling program effort continues. There is an engineering plan in progress. Question arises as to why there can't be regional police departments, fire department, transfer station (in part), and salvage areas at the transfer stations.

B. Bolton, Plymouth—There is a fire and police employee shortage. Very hard to find personnel. Looking to offer incentives to entice applicants. There is a highway position about to open and this is also going to be hard to fill. Suggests the possibility of sharing municipal staff positions to resolve some of the shortages. The South Main Street project will be going out to bid shortly, but they are going to need 2 different types of bids which will possibly entail having 2 different contractors. They just put a CIP in place to add fire and police equipment, roads, etc. It was previously mentioned at the last commissioner's meeting that Andover was looking to maybe partner with another town for a Public Works Director as Plymouth does not current have one. They would be interested in this and asked if Jeff could facilitate a meeting.

S. Wingate, Tuftonboro—They have had their town meeting since the last meeting. There were a lot of free staters/libertarians present who opposed all the bills and thus the new police station proposal failed by 3 votes. There was also a warrant article to force recycling of paper which also failed. Results all boil down to who attends the meetings.

D. Kerr, Barnstead—At last meeting there were 3 PB items he didn't know the results of – RVs, short term rentals, and recreational vehicle ordinance – and reports they have all passed. Dave mentions that Dave Jeffers gave a RSMS presentation to the PB for next year's budget. The PB had a 15 unit subdivision before it which would be constructed in 2 phases and there has been a proposition for segmented cisterns, but town requirement is for a single one. Dave had to educate the PB on the issue of exaction – having the subdivision pay a portion of paving the road.

S. Favorite, Bristol—Still having issues regarding Air B&B's v. B&B's – conflicts as to what is acceptable. New Police Station/Fire Station was added to the CIP in 2006 and in now coming to fruition. They will be adding school projects to the next CIP. The transfer station now has a compactor for cardboard. The transfer station design is working quite well and Steve invites everyone to come out and take a look. The addition of the salt/sand tent has proven to be most valuable. The water/sewer department now has a fenced in solar field.

J. Ayer, Gilford—John spoke the new Michael's store coming to the Wal-Mart plaza and mentioned that at the movie plaza near the airport, they are constructing a ClearChoiceMD building at the entrance of the plaza and they are adding a parking lot on the side of the Tractor Supply store to replace the parking spaces being taken by the medical building. The town has a new building inspector which comes from Everett, MA.

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8. **Adjourn**

The Chair declared the meeting adjourned at approximately 11:20 AM.

*Respectfully Submitted,
Linda Waldron
Meeting Recorder*