

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 May 11, 2022

Approved June 8, 2022

PRESENT Mardean Badger, Bill Bolton, Pat Farley, David Katz (Vice Chair), David Kerr, Bob Snelling
ABSENT Dean Anson, II, John Ayer (Chair), Steve Favorite, Tony Giunta, Jean Marshall, Steve Wingate
STAFF Jeff Hayes (Executive Director), Linda Waldron (Administrative Assistant)
PUBLIC None
LOCATION LRPC Office, 1st Floor Conference Room, Meredith

1. Call to Order

The Vice Chair called the meeting to order at approximately 9:02 AM and stated quorum was not present, therefore no official voting can take place and prior minutes slated for approval will need to be carried over to the next meeting.

The Vice Chair suggested that the Board address non-voting matters first in the hopes one more member may arrive late to join the meeting to form a quorum, and all were in agreement.

2. #7. New Business

e. EB Alternates – Bylaws

Discussion was had to amend the Bylaws such that alternates would be elected to the Executive Board who would then be able to attend the EB meetings if the sitting board member was unable to attend. If an EB member could not attend a meeting, they would contact the alternate to take their place. A change to the Bylaws would need to be submitted to the Commissioners for approval which requires a 30-day waiting period, review for comments, and an election. It was suggested that we could recruit these alternates at the annual meeting and an election could be held at the September commission meeting. A question was raised as to whether an alternate could sit in to fill a seat for any commissioner unable to attend or if they could only represent their specific city/town. The Executive Director will check into this. An additional suggestion was made that a community's selectboard would appoint the alternate(s) to be included in a pool rather than having an appointment for a specific EB member's seat. Would these alternates be alternate Executive Board members or alternate Commissioners? The consensus was that (1) we need alternates for the Executive Board to boost attendance; (2) we should recruit alternates at the annual meeting with an aim towards recruiting up to 4 alternate At Large Commissioners to be added to the ballot; (3) voting would take place at the September EB Meeting; (4) following which a special election of the Commissioner's would be required.

d. Juneteenth

Juneteenth (June 19th) is currently a federal and state holiday. The federal government takes this as a paid holiday; the state government recognizes the holiday, but it is not a paid day off. Discussion was had about what our position should be. There are a few RPCs who have added this as a paid holiday. The consensus was that we will follow the state's position – we recognize it, but it is not a paid day off.

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c. **Free ticket(s) to Award Winners**

Brief discussion on this and it was decided that each award recipient and one guest will be permitted free tickets. The Executive Director stated that he would like to invite not only the current commissioners to the annual meeting, but also the past commissioners; all of whom will be given a free ticket. We are in the process of trying to put together a list of all past commissioners to accomplish this. Some of the FY23 surplus will be used to cover these tickets.

b. **Select Award Recipients**

1. Discussion regarding whether Amelia Capone-Muccio's nomination for a Community Service Award was appropriate. It was thought that maybe this should be more of a town recognition. It is uncertain whether the activities noted on the nomination form were within or outside the scope of her job. The Executive Director suggested that we might create a new award going forward to honor dedicated municipal employees (i.e., Outstanding Service Award). It was decided that we will recognize Amelia, for a Community Service Award, but in a separate category such as a Community Service Public Employee.

2. Discussion regarding Rusty McLearn's nomination for a Community Service Award. It was thought that he should not be recognized specifically for the Colonial Theater project, but more generally for support, design, and creativity including his input regarding the State School property, the Colonial Theater project, various projects throughout the Town of Meredith, and volunteerism.

3. Meredith Village Pathways was nominated for both the Community Service Award and Award of Excellence. It was decided that they do not fit into the Community Service Award category as the nomination does not mention a specific individual which is what that award was created for. They will, however, be recognized for the Award of Excellence.

Conclusion: All nominees will be recognized in the category they were nominated for with the exception of Meredith Village Pathways only being recognized for the Award of Excellence and Amelia Capone-Muccio's Community Service Award being restructured to something slightly different. Everyone was in agreement that etched acrylic awards similar to last year's awards will be the selection for this year.

a. **Executive Board Ballot (2 year terms)**

The Vice Chair, as the sole nominating committee member present, put forth approval of the ballot as shown. The Executive Director discussed problems with some of the current ballot members and attendance issues. The Bylaws call for people to be removed after 3 unexcused absences. The Vice Chair asked the Executive Director to notify Jean Marshall that she would not be renominated to the EB because we had to address quorum issues.

3. **#6. Old Business**

An annual meeting update was given by the Executive Director. We are currently \$7,000 out-of-pocket at this time primarily due to holding the event outdoors and the need for a tent, tables, chairs, linens, etc. v. the past indoor events. We are also comping about \$4,000 of free meals along with the cost of some give-away.

4. **#5. Committee Reports**

There is no quorum to approve the TAC Standing Rules edit approval.

Bipartisan Infrastructure Law. There is more federal money for multiple transportation-related programs. This funding will be available for the next 5 years. RPCs and municipal counties can apply for this money directly rather

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than having to go through the DOT. The drawback is that there is a 20% match required which must be paid if applying directly versus using an RPC whereby the match is covered. Now is the time to apply for projects in any 10-year plans as it is uncertain what money will be available after this 5-year period. The LRPC may have an opportunity to apply for grant money to obtain additional planners to take advance of this funding.

There was also discussion about the possibility of hiring a grant writer. We could create a list of specific projects that person would work on.

5. **#4. Monthly Executive Report**

- a. Transportation – Route 11 planning studies continuing with regard to Alton and Gilford.
- b. Sr. Transportation Planner Sean Chamberlain is our new hire and recently started his position.
- c. Solid Waste Planner Matthew Rose is also a new hire and recently started his position. He is looking to expand on renewable energy projects.
- d. Inter-Lakes High School/Route 25 road backups. There is a road (Laker Lane) that runs behind the high school which connects to Route 3 near the Meredith Community Center. It may be possible to use this road primarily for busses and other school traffic to alleviate some of the backup on Route 25.
- e. The LRPC is entering into a 5-year lease extension with the SAU for our office space in the Humiston Building along with potential leasehold improvements.

6. **#3. Finance Report**

- a. Treasurers' Report – unavailable.
- b. FY23 Proposed Budget
We currently have approximately \$41,000 in reserves, budgeted to be used in the FY23 budget with about \$11,000 being allocated to the annual meeting, \$5,000 allocated to office improvements, and \$25,000 allocated to CEDS plan development. Payroll changes are due to staffing issues. The Bylaws require proposed budgets be brought forward for the next meeting after the annual meeting.

7. **#8. Roundtable**

R. Snelling, Holderness—Nothing new except the cell tower is not done yet.

M. Badger, Ashland—There is a new owner of the White Mountain Country Club golf course and some other property surrounding it. This developer will need to be monitored closely for potential regional impact issues. Ashland currently has no building inspector/code enforcement officer. There is no conservation commissioner officer either.

D. Kerr, Barnstead—There is a planning board matter regarding the new development/subdivision previously proposed for 2 acre lots. Site work has been performed, but with potential violations. The developer is not following the original plans.

P. Farley, Tamworth—The Economic Development Group is holding a forum this summer regarding fiber optic and other matters. The Planning Board and the Conservation Commission has formed a subcommittee which is working on drafting a groundwater protection ordinance.

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B. Bolton, Plymouth—The town is trying to hire a part time public works director. The Highland Street project is going forward. The Main Street water/sewer and storm water improvements project is experiencing some conflicts due to having two different contractors to contend with (EDA & Northern Borders) along with supply issues.

D. Katz, New Hampton—A warrant article was approved to increase the RSMS budget. Nineteen Zoning Ordinances passed at the last meeting. The town needs to go over ZBA variances to determine potential problems with zoning ordinances and ADU restrictions. The town is starting a CIP cycle, but can't find an acceptable cruiser and 2 fire trucks will need to be replaced soon.

8. **Adjourn**

The Vice Chair declared the meeting adjourned at approximately 11:56 AM.

*Respectfully Submitted,
Linda Waldron
Administrative Assistant*