

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 December 13, 2023

Approved March 13, 2024

PRESENT	Dean Anson, Cristina Ashjian, John Ayer (Chair), Mardean Badger, Bill Bolton, David Katz (Vice Chair) [virtually], David Kerr (Treasurer), Lianne Prentice (Secretary)
ABSENT	Tavis Austin, Mark Hildebrand
STAFF	Jeff Hayes (Executive Director), Linda Waldron (Administrative Assistant)
LOCATION	LRPC Office, 1 st Floor Conference Room, Meredith

1. Call to Order

Chair Ayer started the meeting at 9:04 AM at which time a quorum was established. There was discussion regarding filling the two vacant board positions as well as the two newly created alternate positions. It was decided that board members should give some thought as to recommendations and forward any such to Chair Ayer and/or Executive Director Hayes and we will address this at the next meeting in March 2024.

2. Minutes

Minutes of September's Executive Board meeting were presented for approval. Cristina Ashjian made a motion to accept the minutes as presented, seconded by Mardean Badger. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Reports

Executive Director Hayes stated that these reports are typically cyclical and confirmed that we are a little behind. We do have some billing ready to go out which should help. He also noted that investment revenue was down, but we will likely catch up next quarter.

4. Monthly Executive Reports

Executive Director Hayes pointed out that LRPC has performed a great deal of local and technical assistance outreach work. Grant administration continues to go smoothly. We entered into a new HHW contract with our hauling vendor. The updated corridor management plan is almost finished. The solid waste program is going well, and we are using same to pivot into renewable energy as well as looking at landfill and transfer station sites around the region. Transportation continues to be our largest contract area, and it is mentioned that the bike/ped plan was just updated and a draft has been distributed to TAC members for review.

5. Committee Reports

Transportation Advisory Committee (TAC). Treasurer Kerr stated that the TAC meetings have been much better as of late, and that attendance has been up. The presentation at the November meeting on electric vehicles was very interesting. The Lakes Region bike/ped plan draft is now complete and was distributed to TAC members for review. Finally, Dave expressed that the primary focus of December's meeting was the development of public works directors and transitioning from road agents to public works departments.

(Bill Bolton joined the meeting at approximately 9:50 AM.)

6. Old Business

- a. Brownfield RFP Selection Committee. Executive Director Hayes advised that we have received a \$475,000 grant (\$375,000 of which will go to an engineering firm) to address brownfield assessments. The request for proposals has gone out with an end of January deadline for submissions. A selection committee has been formed with Dean Anson

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and Mardean Badger agreeing to serve as members. Additionally, we do anticipate that a member of Lakes Region Community Developers will be joining the committee and we have made attempts to acquire either Seth Creighton or Dick Lewis of Franklin as a member. A tentative meeting for February 15, 2024 has been set to conduct interviews with the engineering firms who have submitted proposals.

(Dean Anson left the meeting at approximately 9:58 AM.)

- b. Transformational Planning Grant Update. This is a new CDBG grant program available to all cities and towns in NH with funding focused on housing. LRPC filed an application through Grafton County and will receive \$100,000 to be divided among 3 subrecipients to directly work on water and sewer or renewable energy projects which we will administer as described by Executive Director Hayes.
- c. RHNA Update. Executive Director Hayes wanted to clear up the misunderstanding at the last commissioner meeting concerning the number of RPCs who had adopted the regional needs assessment and the implication that LRPC was the only holdout. Review of the NHARPC website clearly indicated that at the time of the October commissioner meeting, there were several commissions who were still in draft status. LRPC ultimately voted to adopt its draft RHNA report – without the fair share housing table – at that meeting.

7. New Business

- a. New CEDS Committee. We will be moving forward with the formation of a CEDS committee after the holidays in an effort to obtain an Economic Development District designation. Executive Director Hayes noted that a draft CEDS is posted on our website, but it could use additional public participation and a steering committee.
- b. NHARPC Appointment. According to Executive Director Hayes, there will be a meeting of this statewide commission next week. Bob Snelling was previously our representative and, due to his retirement, we would like to fill his spot. The primary purpose of this commission is to track and discuss legislation. They have an annual meeting and occasional meetings with other RPCs in the state. LRPC is a dues-paying member and is looking for at least one commissioner to act as a liaison (we can have up to two).
- c. HealthTrust 14.6% Increase. Executive Director Hayes made the Executive Board aware that there will be an increase in our health insurance which will be reflected in the next budget.
- d. Granite State Clean Cities Coalition. A supplemental handout was provided, and Executive Director Hayes remarked that the coalition is looking for us to endorse their mission. After some discussion regarding their goals and what our endorsement would signify, it was decided that we do not have enough information to provide an endorsement and we can revisit the matter at a later date if we get more details.

8. Roundtable

L. Prentice, Tamworth—Lianne began by stating that the planning board would be holding their second meeting tonight to approve subdivision regulation revisions. A side effect of this process is linked to selectboard enforcement should any issues arise, but there is currently no enforcement mechanism in place. Therefore, they have created and posted a position for a compliance agent who would be tasked with creating a guide to address enforcement matters. She also stated that they have a new energy committee which has proposed the installation of two new charging stations to be located in the town office parking lot and they are exploring funding opportunities. The transfer station improvement plan had received a certain level of funding from the town, and the group working on the plan would like to obtain additional grant funding in order to expand the plan. Unfortunately, the engineering study indicates a huge overrun of the town's portion of funding requiring some adjustments in order to make it work.

C. Ashjian, Moultonborough—The planning board is still working on potential amendments; Moultonborough's town meeting isn't until May whereas other towns hold theirs in March. Cristina brought some of the newly published Heritage Commission books for those who might be interested in a copy.

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D. Katz, New Hampton—Dave noted that the planning board had fully endorsed both the RHNA and CEDS application, and announced the town now has a new administrator. There are, however, concerns regarding ageing staff members and the ability to find replacements when needed. Dave thanked Christine Marion for her input regarding their master plan. It was decided that changes or updates are not necessary at this time. This will free up some money in the budget to be utilized towards RSMS.

B. Bolton, Plymouth—Plymouth roads and culverts were reviewed recently, and they are now using that information to determine which roads will need to be worked on. The downtown infrastructure improvement project is nearing its endpoint and final paving will be done in the spring. Work on the budget should be wrapped up soon. Bill noted that their tax rate has decreased, but revaluations increased. It is likely revaluations will be done every other year. Zoning changes concerning various overlays and definitions are almost ready for town meeting. CIP is being updated and there is a housing project going on. Lastly, they are working with a university student group to get their input on economic development and parking plans.

M. Badger, Ashland—Mardean advised that at the next planning board meeting they will be conducting a public hearing concerning approval of the site plan regulation revisions. Subdivision regulations will be reviewed and updated next. There will be a zoning board hearing in January concerning a variance on the size of senior apartments in the proposal for the Mill Pond development. She notes that the community is not in favor of this project. A few warrant articles have been proposed: some revisions of building regulations and a couple of items in the zoning ordinances.

D. Kerr, Barnstead—There will be about 10 – 12 “no money” ballot items for town meeting. The planning board is getting together tomorrow to go over the ballots and try to create a video to be posted to their website and social media in an effort to explain each ballot item. Current subdivision requirements dictate that if a project has 4 or more units, a cistern must be built. However, the developer for the project Dave has described in the past would like to utilize sprinklers instead and the fire department agrees. Dave suggested that if the sprinkler route is approved, then there should be a requirement to install generators in order to keep the sprinklers functioning in a power outage. Through research provided by LRPC’s Land Use Planner Christine Marion, it has been determined that the town already has a mechanism in place to implement the requirement that a developer contribute to the cost of any required improvements in the form of an impact fee. He has brought this information to the selectmen, and they agree in principle. He needs to come up with a proposal.

J. Ayer, Gilford—John relays that they have an application for a petition to rezone two lots that are side by side with different zoning to be the same as the owner has an eye towards the development of a hotel, condos, or rental cabins. With regard to the density ordinance, John is proposing that the current ordinance not only refers to senior housing, but also to workforce housing with an additional proposal to modify parking requirements for workforce housing. They have a few new short-term rental applications. They are aware of some residents renting without approval, and need to get a handle on this. The storage unit building near Walmart is coming along which is the first of two such buildings. Starbucks still plans to open a location in Gilford, but is moving very slow. A detention pond for a three-lot subdivision had a blowout due to the recent heavy rain. A new application for a wedding venue and event center at the old Kimball Castle property has been filed. The old Kings Grant new property owner is making plans to develop the property, possibly for a housing cluster.

9. **Adjournment**

Chair Ayer adjourned the meeting at 11:07 AM.

Respectfully Submitted,
Linda Waldron
Administrative Assistant