

# LAKES REGION PLANNING COMMISSION

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



## LRPC Commissioner Meeting

Location: Town Office | Bridgewater

Minutes of November 25, 2024

Approved April 7, 2025

Commissioners Present		Commissioners Absent	
Alexandria:	George Tuthill	Andover:	Donna Crisp Duclos
Andover:	Roland Carter	Belmont:	Rod Cameron
Ashland:	Mardean Badger	Bridgewater:	Ken Weidman
Barnstead:	David Kerr	Bristol:	Buz Kenney
Bridgewater:	Judith Faran	Danbury:	John Taylor
Center Harbor:	Mark Hildebrand		Mark Zaccaria
Franklin:	Chip Ach	Freedom:	Mark McConkey
	Jo Brown	Laconia:	Tyler Carmichael
Gilford:	John Ayer		Richard MacNeill
Hebron:	Ivan Quinchia	Meredith:	Daniel Whitney
Meredith:	Stephanie Maltais	Moultonborough:	Celeste Burns
Moultonborough:	Cristina Ashjian	New Hampton:	David Katz
New Hampton:	Andy Anderson	Plymouth:	William Bolton
Northfield:	Beth Keck		Neil McIver
	Ken Tripple (virtually)	Sandwich:	Maureen Westrick
Plymouth:	John Christ	Tamworth:	Lianne Prentice
Tamworth:	Richard Doucette	Tilton:	Joseph Jesseman
Tilton:	Jane Alden		Nathan Langione
Wolfeboro:	Roger Murray, III		

**LRPC Staff:** Executive Director Shanna B. Saunders, Administrative Assistant Linda Waldron, Transportation Planner Glenn Trefethen.

### 1. Call to Order

The meeting was called to order at 6:03 PM by Chair Ayer. A quorum was established.

### 2. Approval of Minutes

Chair Ayer presented the minutes of October 23, 2024 for discussion. Jane Alden moved to approve the minutes, and Jo Brown seconded the motion. A voice vote was taken, all present were in favor. **Motion passed.**

### 3. Old Business

Executive Director Saunders announced that we still have a few Commissioners who have not yet turned in their annual forms, and encouraged those who haven't to do so as soon as possible.

6:08 Commissioner Maltais entered.



#### **4. New Business**

Transportation Advisory Committee (TAC) - Ten Year Plan (TYP) (2027-2036) Endorsement – Plymouth Route 3. Executive Director Saunders went over the TYP proposal submitted by Plymouth and noted that it was scored highly by the TAC, and was endorsed by the Executive Board. It is now being presented to the full Commission for its endorsement. If endorsement is provided, LRPC will notify DOT that it has been approved and endorsed at all three levels within the organization. Next steps are that DOT will compare the Lakes Region project to those of other submitters which will then be scored using its own criteria. Once complete, DOT will make its recommendations to the Governor and Executive Council. Upon reaching the Governor, the Governor will then hold GACIT (Governor's Advisory Commission on Intermodal Transportation) hearings. Executive Director Saunders stresses the significance of these hearings and advises that not only is it important that the legislators, lawmakers, and Executive Council hear from the communities, but that they also hear from LRPC Commissioners and other elected individuals within the region to declare the project of regional importance. Once the GACIT hearings are scheduled (late summer 2025), LRPC will advise its Commissioners and urge attendance to support the Plymouth project.

A motion to endorse the ten-year plan with the Plymouth project and recommend same to the DOT was offered by John Christ. George Tuthill provided a second to the motion. A voice vote was taken, all present were in favor. **Motion passed.**

Following the motion, Transportation Planner Glenn Trefethen reminded the Commission that Round 5 of the NH DOT Transportation Alternative Program (TAP) grant is underway. These grants are aimed at non-motorized transportation projects. For those interested in applying, a non-binding letter of intent is due by December 6<sup>th</sup>, while the applications will be due around the end of January 2025. Additional information and forms are available through the NH DOT website or by contacting LRPC.

#### **5. Presentation**

Executive Director Saunders prefaced the presentation by explaining the purpose of the Culverts and Closed Drainage Systems (CCDS) program which LRPC offers to its municipalities that allows for inventorying of a community's road culverts and drainage systems. This is becoming increasingly important as storms with heavy precipitation are becoming more frequent, highlighting the need for designing adequately sized culverts and drainage systems to accommodate higher water flows and mitigate flood risks.

Transportation Planner Glenn Trefethen continued by describing, in depth, how the data collected can be useful for planning, identifying capacity and vulnerability, scheduling maintenance, capital budgeting for repairs and upgrades, and hazard mitigation planning. The data includes features such as inlets, outlets, types, treatment type, treatment material, condition, and maintenance needs. The program also involves geolocation data capture. Glenn shared LRPC's experience with the program in the Town of Gilford, where they recently updated a 2016 report and discovered about 250 more culverts which were not accounted for in the last count. The final results include detailed reporting, graphing, and picture analysis as well as the provision of poster size maps, smaller index maps, GIS data sets, and corresponding files of photos. Slides from the presentation will be posted to LRPC's website on the Commissioner and Executive Board Meetings page.

#### **6. General Updates/Announcements**

Executive Director Saunders announced that LRPC has hired a fulltime Regional Planner whose first day will be December 9<sup>th</sup>. It is expected that she will be working on community planning matters, including master plan updates, some of which stem from receipt HOP grant funds.

#### **7. Commissioner Roundtable**

The following Commissioners provided updates concerning activities in their communities: John Ayer (Gilford), Jo Brown (Franklin), Roger Murray (Wolfeboro), John Christ (Plymouth), Ivan Quinchia (Hebron), Cristina Ashjian (Moultonborough), Andy Anderson (New Hampton), Stephanie Maltais (Meredith), Richard Doucette



(Tamworth), Roland Carter (Andover), Beth Keck (Northfield), Jane Alden (Tilton), Chip Ach (Franklin), and David Kerr (Barnstead).

**8. Adjournment**

Chair Ayer adjourned the meeting at 7:11 PM.

Respectfully Submitted,

Linda Waldron  
Executive Administrative Assistant

