

LAKES REGION PLANNING COMMISSION

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



LRPC Executive Board Meeting

Minutes of May 14, 2025

Approved September 10, 2025

PRESENT	Jane Alden, Cristina Ashjian, John Ayer (Chair), Mardean Badger, Rod Cameron (alternate), Tyler Carmichael, John Christ, David Katz (Vice Chair), David Kerr (Treasurer), Stephanie Maltais (alternate), Lianne Prentice (Secretary), Phil Villari
EXCUSED	Bill Bolton, Mark Hildebrand
STAFF	Shanna B. Saunders (Executive Director), Linda Waldron (Executive Administrative Assistant)
LOCATION	LRPC Office, 1 st Floor Conference Room, Meredith

1. Call to Order

Chair Ayer called the meeting to order at 9:09 AM and a quorum was established. He introduced and welcomed Phillip Villari of Ossipee who has agreed to temporarily fill the Area 3 Commissioner vacancy.

2. Minutes

Minutes of the April 9, 2025 Executive Board meeting were presented for approval. There were no questions, comments, or discussions. Jane Alden moved to approve the minutes as submitted which was seconded by Mardean Badger. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Report

Executive Director Saunders reviewed the Finance Report, noting that we recently received a grant from the NH Charitable Foundation. Due to a delay in obtaining the signed federal composting grant contract, work on the project was also postponed. However, we have been assured that the funds are available, so we have begun preliminary efforts, with billing set to commence shortly. Executive Director Saunders also acknowledged that our investment accounts experienced a downturn, though we anticipate a rebound. Additional discussion points included the higher-than-expected cost of new computer equipment and some delayed contract payments. Despite these factors, the overall income-to-expense ratio remains largely balanced.

4. Monthly Executive Report

Executive Director Saunders reviewed the report, highlighting key developments:

- Hazard Mitigation Plan (HMP): Updates for Gilford and Laconia's HMPs are progressing, while work on the Andover and Wolfeboro plans is nearing completion. Updates for Moultonborough and Gilmanton are on the horizon.
- Housing Opportunity Planning (HOP) Grants: We are currently working on three HOP grants for Moultonborough, Sanbornton & Sandwich. Outreach efforts for Moultonborough and Sanbornton are underway.
- Circuit Riding: Planning assistance continues for Wolfeboro.
- Brownfields Projects: The third year of our brownfields program is wrapping up. We are aiming to reestablish a Brownfields subcommittee soon to summarize our current grant and later assist in assessing new projects. Work is progressing on Franklin's Stanley Mill project, and phase two results for Tamworth are expected soon. The Ashland Mill project's phase two results were favorable, with clean findings. Additionally, we are working on a project in Plymouth and exploring future initiatives in Moultonborough and Bristol.
- Household Hazardous Waste Program: Wolfeboro and Alton have joined the regional effort. The first collection event is scheduled for June 21st in Franklin and Wolfeboro.

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- Solid Waste Program: Enthusiasm continues for our composting grant. An upcoming presentation will address boat shrink wrap recycling, and a reminder was issued regarding the lithium-ion battery ban.
- Transportation: The Transportation Alternative Program (TAP) has concluded at the TAC level, and we await the State's update. GACIT hearings are approaching, and work continues on finalizing the RCC (transit) Plan.

5. Committee Reports

- a. Transportation Advisory Committee (TAC). Treasurer Kerr reported that the ratified TAP plans have been submitted to the State, and a response is expected in June. The SADES program, including RSMS, was reviewed, with a particular focus on the ongoing development of the State RSMS for dirt roads—an important initiative for several small towns. Additionally, the fixed-route transportation plan for Laconia was discussed, for which a grant has been secured. The meeting's highlight was a presentation by Jill Edelmann of the NH DOT on Section 106 of the National Historic Preservation Act (1966).
- b. Annual Awards Committee. Cristina Ashjian reported that among the submitted nominations, one was selected for the Ayers-Cotton Award, two for the Award of Excellence, and five for the Community Service Award. To maintain the element of surprise for the presentation, the winners' names were not disclosed. However, it was noted that the recipients represent the towns of Moultonborough, Tuftonboro, Ossipee, Barnstead, Freedom, Wolfeboro, Sandwich, and Tamworth.

A motion was made by Vice Chair Katz that the Executive Board accept the recommendations of the Nominating Committee as described. The motion was seconded by Secretary Prentice. A voice vote was taken indicating all present were in favor. **Motion passed.**

6. Old Business

- a. Area 3 Commissioner Appointment. Chair Ayer repeated his prior announcement at the outset of the meeting that Phillip Villari of Ossipee will accept the temporary appointment of Area 3 Commissioner. Mr. Villari introduced himself and provided some background information.
- b. Legislative Update. Executive Director Saunders reported that all the bills discussed in previous meetings have continued to advance. The state planning office has raised concerns about their potential impact on municipalities if the proposed legislative zoning mandates are enacted. The final outcomes are expected to be available next month.

7. New Business

- a. Annual Meeting. The menu options and voting ballots for the annual meeting were presented, followed by a discussion on ticket pricing for this year's event. Vice Chair Katz moved to set the ticket price at \$70, with Secretary Prentice seconding the motion. A voice vote was taken indicating all present were in favor. **Motion passed.**
- b. NHARPC Commissioner Convening Update. The Association of Regional Planning Commissions (NHARPC) holds this meeting every 3 to 5 years, with the latest event taking place last Friday. It was well attended, including several members of our Executive Board. Multiple speakers were present, featuring representatives from NHMA, EPA, state legislators, and a panel of state office members from DOT, DES, Homeland Security, and OPD. Key highlights from the meeting were discussed.
- c. Unseal Non-Public Session Minutes of 05/08/24. Vice Chair Katz moved to unseal the minutes from May 8, 2024, with Jane Alden seconding the motion. A voice vote was taken indicating all present were in favor. **Motion passed.**

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8. **Adjournment**

Chair Ayer adjourned the meeting at 10:33 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

DES = Department of Environmental Services
DOT = Department of Transportation
EPA = Environmental Protection Agency
GACIT = Governor's Advisory Commission on Intermodal Transportation
NHMA = NH Municipal Association
OPD = Office of Planning and Development
RCC = Regional Coordinating Council
RSMS = Road Surface Management System
SADES = Statewide Asset Data Exchange System