

LAKES REGION PLANNING COMMISSION

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



LRPC EXECUTIVE BOARD MEETING

Wednesday, October 8, 2025

9:00 AM

LRPC Office, First Floor Conference Room

Humiston Building, 103 Main Street, Meredith, NH

AGENDA

1. **Call to Order**
2. **Approve Draft Minutes of September 10, 2025** (*actionable item*) *Attachment 1*
3. **Finance/Treasurer Report** *Attachment 2*
4. **Monthly Executive Report** (*September*) *Attachment 3*
5. **Committee Reports**
Transportation Advisory Committee (TAC)
6. **Old Business**
 - a. Area 2 Commissioner Vacancy
7. **New Business**
 - a. Federal Grants
 - b. Website
8. **Adjourn**

NEXT MEETING: November 12, 2025

The Lakes Region Planning Commission (LRPC) reserves the right to hold a non-public session whether noted on the agenda or not. Notice of a non-public session on an agenda is for planning purposes only. Citations to the Right-to-Know Law are provisional and may be revised as circumstances require. LRPC complies with ADA regulations. Please contact the LRPC office if you need special assistance to attend this meeting.

All meeting dates and times are subject to change.

Attachment 1

LAKES REGION PLANNING COMMISSION

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LRPC Executive Board Meeting Minutes of September 10, 2025

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

1. Call to Order

Chair Ayer called the meeting to order at 9:00 AM and welcomed everyone back from summer break. The Board was reminded that Area 2 Commissioner Mardean Badger announced her resignation (which became effective July 6, 2025) at the May Executive Board meeting so we will need to look for her replacement. A quorum was established.

2. Minutes

Minutes of the May 14, 2025 Executive Board meeting were presented for approval. There were no questions, comments, or discussions. Tyler Carmichael moved to approve the minutes as submitted which was seconded by Secretary Prentice. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Report

Executive Director Saunders reported that fiscal year 2025, which concluded on June 30th, ended with a positive balance—approximately \$11,000 in operating funds—as well as notable investment gains. Activity remained strong in both circuit riding and master plan efforts. With federal grant deadlines approaching this fall, LRPC plans to submit applications for funding through the EPA, USDA, CDFA, and DES which will tell us a lot about how the next fiscal year will go.

Finance Administrator Carder noted that cash flow remains healthy, strengthened by the receipt of all municipal appropriations. It is anticipated that a portion of the current surplus will be reinvested to restore reserve funds that were drawn down last year. Additionally, transitioning many federal grants from quarterly or bi-annual billing to monthly billing has further improved cash flow. Current investments continue to perform well.

4. Monthly Executive Reports

Executive Director Saunders provided an overview of the four reports presented, highlighting a highly productive summer and expressing appreciation for the staff's dedication and energy.

She provided updates on the hazard mitigation plans (HMPs) LRPC has been working on for several communities. In August, the timeline for completion was unexpectedly accelerated from two years to two months, necessitating an "all hands on deck" response. All submitted plans have received approval from both the state and FEMA. With federal funding for new HMP work no longer available, the final plan will be completed using remaining funds—though there is rumor that funding may resume.

Concerning EPA Brownfields funding, this marks the final year under the current grant structure. LRPC will reapply this October and is actively identifying new sites for next year, as current projects are progressing well. Notably, new funding has been allocated for reuse initiatives, with Tamworth already participating and Plymouth under consideration.

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The USDA grant, which supports solid waste technical assistance and household hazardous waste (HHW) programming, was not awarded this cycle due to limited federal resources and heightened competition. Should another opportunity arise this fall, LRPC intends to reapply. In the interim, municipalities will be asked to assume greater responsibility for outreach and staffing to sustain our efforts.

Additional federal funding opportunities include the NHDES Drinking Water and Source Water Protection program, which supports zoning ordinance updates related to stormwater and aquifer protection. After a period of inactivity, the organization has been encouraged to reengage with this program.

A joint grant application is being developed in collaboration with other regional planning commissions for CDFA funding to support implementation of the housing needs assessment.

Currently, four municipalities are in queue for master plan assistance, with work anticipated to begin next year.

The regional plan update is scheduled to commence this fall and continue through the winter.

Circuit riding support remains available to municipalities.

Finally, two HHW collection events remain for the year. Wolfeboro and Alton joined the program late, resulting in some logistical challenges, but overall participation is expected to exceed last year's numbers.

5. Committee Reports

- a. Transportation Advisory Committee (TAC). Treasurer Kerr reported that the Ten-Year Transportation Plan for 2027–2035 is currently the committee's primary focus. At present, the New Hampshire Department of Transportation (DOT) budget does not include funding for any new projects. A \$400 million budget shortfall has resulted in a 40% reduction in planned initiatives. Of the six projects submitted by the Transportation Advisory Committee (TAC) to DOT this year, only one was incorporated into the Ten-Year Plan. Moving forward, the DOT will prioritize paving and maintenance of existing roadways, rehabilitation of red-listed state bridges, and continuation of projects already underway, including the Moultonborough intersection project within our region. Treasurer Kerr further stated that the I-93 Bow/Concord project—considered the state's most significant transportation undertaking—has now been formally put on hold.

Executive Director Saunders noted that upcoming GACIT (Governor's Advisory Commission on Intermodal Transportation) hearings will be held in Franklin, Plymouth, and Barnstead. She urged board members to encourage municipal participation to advocate for the retention of local projects in the plan, as they remain at risk of being cut.

6. Old Business

- a. FY25 Annual Meeting Review. There was a brief review of attendance as well as income and expenses.

7. New Business

- a. FY27 Municipal Appropriations. Municipal appropriations are determined using a formula based on property valuations and the Consumer Price Index and are typically used for providing technical assistance to member communities. Of specific note, this year LRPC experienced a reduction of \$11,000 in state RPC funding—resources traditionally leveraged to match federal grant dollars and support municipal technical assistance. To offset this shortfall, the amount will be incorporated into the municipal appropriation calculations and equitably distributed across all 31 member municipalities. Vice Chair Katz moved to accept the municipal appropriations proposal as submitted and refer to the next commission meeting, with Jane Alden seconding the motion. A voice vote was taken indicating all present were in favor. **Motion passed.**

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- b. FY27 HHW Appropriations. HHW appropriations are determined using a formula based on total housing units within a municipality and are used to fund the annual collection events. We are currently in the second year of a three-year fixed-rate contract with Tradebe. The addition of Wolfeboro and Alton has introduced a ninth collection site and triggered an extra premium from Tradebe, both of which have been distributed across all participating municipalities for FY27. A \$50 per-site stipend increase has also been included to help offset additional costs incurred by host communities. Originally projected at a 4% increase, the Tradebe contract rate has risen to approximately 7.8% for FY27 due to the expanded service area. Additionally, while the contract was based on 25 participating municipalities, five have since opted out, prompting a rate adjustment by Tradebe. Vice Chair Katz moved to accept the HHW appropriations proposal as submitted and refer to the next commission meeting. Secretary Prentice seconded the motion. A voice vote was taken indicating all present were in favor. **Motion passed.**
- c. FY26 Proposed Budget. The budget reflects minimal changes compared to the previous fiscal year. While fund balances were utilized last year to meet budgetary requirements, this is not expected to be necessary in the coming year. A review of current projects and contracts indicates a modest increase in projected income. Of specific note regarding expenses were increases in equipment purchases for overdue computer upgrades, software renewal (ESRI), auditor's fee, and travel expenses. The budget does include a 6% salary adjustment for staff, comprising a 3% cost-of-living increase and a 3% merit-based raise. Other operational costs are anticipated to remain stable. Vice Chair Katz moved to accept the budget proposal as submitted and refer to the next commission meeting, with Secretary Prentice seconding the motion. A voice vote was taken indicating all present were in favor. **Motion passed.**
- d. FY26 Meeting Calendar. The meeting calendar was reviewed with no revisions proposed. Executive Director Saunders noted that presentation topics are still being solicited for upcoming meetings and encouraged suggestions.
- e. Grant Award Review. (recap)
 - i. *USDA Solid Waste Technical Assistance*. LRPC was not awarded this grant for FY26 but will apply next month for FY27.
 - ii. *US EPA Brownfields*. One year remains under the existing grant and we will apply for the next round.
 - iii. *NHDES Source Water Protection*. DES is urging us to pursue a new grant opportunity this fall, which is expected to be the final chance to apply for this particular funding for the foreseeable future.
- f. Area 2 Commissioner Vacancy. We will be working on this over the course of the next few weeks.

8. Adjournment

Chair Ayer adjourned the meeting at 10:43 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

CDFA = Community Development Finance Author
DES = Department of Environmental Services
DOT = Department of Transportation
EPA = Environmental Protection Agency
FEMA = Federal Emergency Management Agency
GACIT = Governor's Advisory Commission on Intermodal Transportation

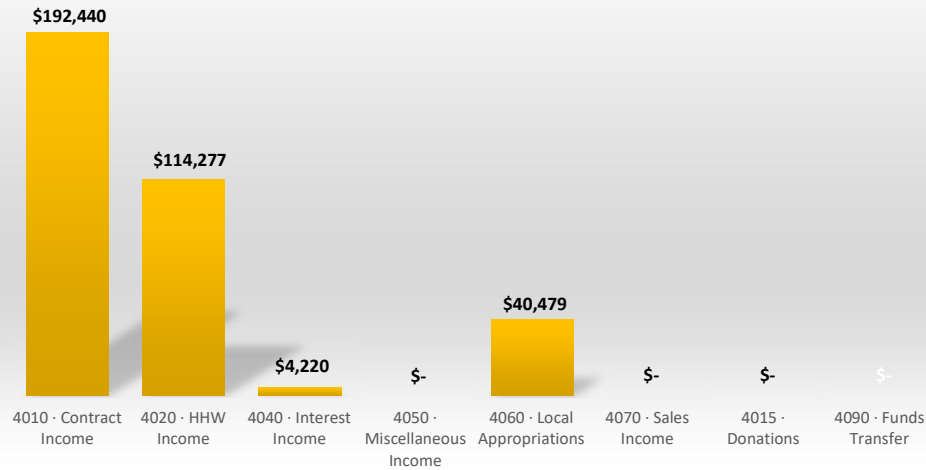
HHW = Household Hazardous Waste
HMP = Hazard Mitigation Plan
RPC = Regional Planning Commission
TAC = Transportation Advisory Committee
TYP = Ten Year Plan
USDA = United States Department of Agriculture

Attachment 2

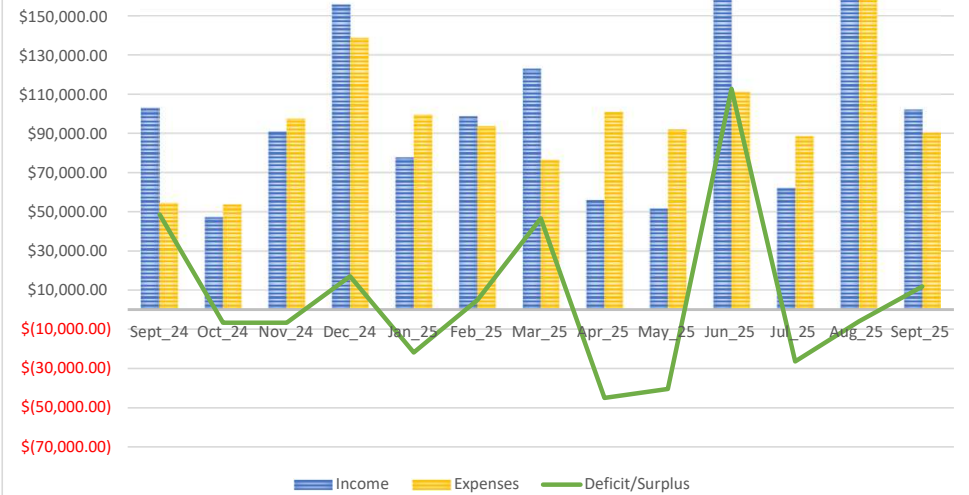
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Lakes Region Planning Commission - Dashboard

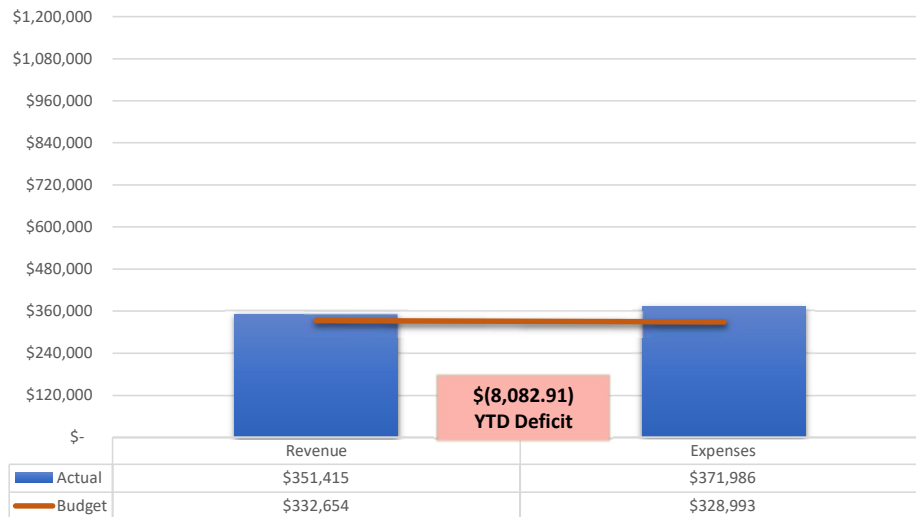
Revenue by Source Type



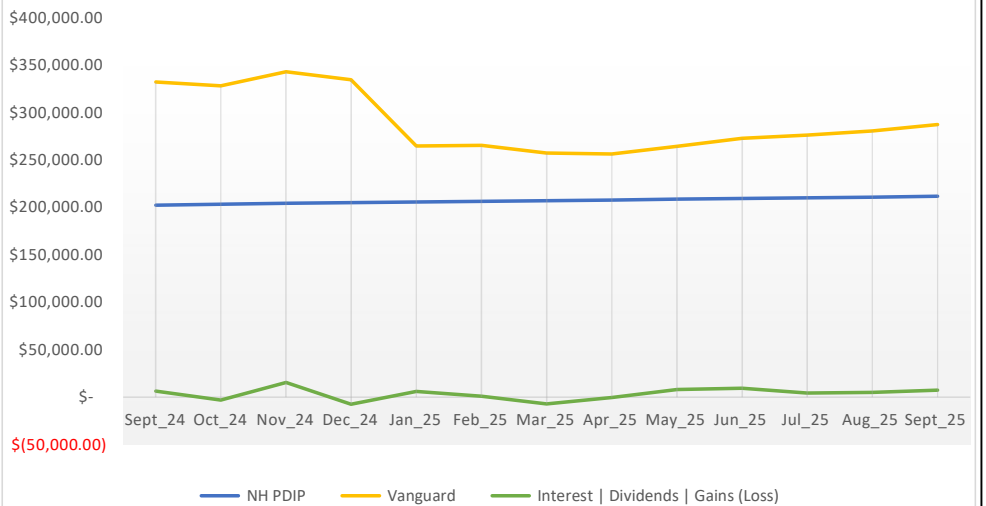
Income | Expenses | Deficit/Surplus by Month



YTD Operating Results



Vanguard and NH PDIP Investments



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Lakes Region Planning Commission
STATEMENT OF FINANCIAL POSITION
As of September 30, 2025

	Sep 30, 25
ASSETS	
Current Assets	
Checking/Savings	
1011.00 · Operating Account	734.48
1040.00 · Petty Cash	150.00
1070.01 · Money Market	301,579.54
1071.00 · Savings	2,846.14
Total Checking/Savings	305,310.16
Accounts Receivable	
1110.00 · Accounts Receivable	124,261.39
Total Accounts Receivable	124,261.39
Other Current Assets	
1451.00 · Prepaid Postage	41.90
1452.00 · Bulk Mail Permit 98	30.46
1510.00 · Vanguard Investments	286,694.39
1580.00 · NH PDIP	211,377.01
Total Other Current Assets	498,143.76
Total Current Assets	927,715.31
Fixed Assets	0.00
TOTAL ASSETS	927,715.31
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	117,969.30
Credit Cards	
2550.00 · First National Bank of Omaha	802.01
Total Credit Cards	802.01
Other Current Liabilities	
2110.00 · Accrued Salaries & Wages	838.00
2120.00 · Accrued Vacation Payroll	11,176.17
2130.00 · Payroll Liabilities	
2134.00 · FSA	2,437.05
Total 2130.00 · Payroll Liabilities	2,437.05
2350.00 · Deferred and Unearned Revenue	190,992.87
Total Other Current Liabilities	205,444.09
Total Current Liabilities	324,215.40
Total Liabilities	324,215.40
Equity	
3110.00 · Unrestricted Net Assets	611,802.94
32000 · *Unrestricted Net Assets	(220.12)
Net Income	(8,082.91)
Total Equity	603,499.91
TOTAL LIABILITIES & EQUITY	927,715.31



Lakes Region Planning Commission
FY25 Budget Performance
 September 30, 2025

	Fiscal Year (26)-to-Date			
	FY26 Approved Annual Budget	FY26 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Income				
4010 · Contract Income	\$ 940,552	\$ 192,440	\$ (748,112)	20.46%
4020 · HHW Income	\$ 172,203	\$ 114,277	\$ (57,926)	66.36%
4040 · Interest Income	\$ 30,000	\$ 4,220	\$ (25,780)	14.07%
4050 · Miscellaneous Income	\$ 9,600	\$ -	\$ (9,600)	0.00%
4060 · Local Appropriations	\$ 176,913	\$ 40,479	\$ (136,434)	22.88%
4070 · Sales Income	\$ 1,350	\$ -	\$ (1,350)	0.00%
4015 · Donations	\$ -	\$ -	\$ -	
4090 · Funds Transfer	\$ -	\$ -	\$ -	
Total Income (est.)	\$ 1,330,618	\$ 351,415	\$ (979,202)	26.41%
Expense				
			Target:	25.00%
6030 · Custodian	\$ 5,230	\$ 1,105	\$ 4,125	21.13%
6050 · Education and Training	\$ 2,000	\$ 4,754	\$ (2,754)	237.71%
6060 · Equipment Maintenance	\$ 22,860	\$ 14,640	\$ 8,220	64.04%
6070 · HHW Expense	\$ 155,273	\$ 112,010	\$ 43,263	72.14%
6080 · Insurance - Bonds and Business	\$ 3,680	\$ 3,512	\$ 168	95.43%
7010 · Publishing/Memberships/Meetings	\$ 15,450	\$ 1,195	\$ 14,255	7.74%
7020 · Miscellaneous Expense	\$ 750	\$ 89	\$ 661	11.83%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 18,480	\$ 4,414	\$ 14,066	23.89%
7050 · Payroll Expenses	\$ 775,347	\$ 171,067	\$ 604,280	22.06%
7060 · Postage and Printing	\$ 675	\$ 93	\$ 582	13.77%
7070 · Professional Services	\$ 271,700	\$ 42,732	\$ 228,968	15.73%
7080 · Rent	\$ 9,672	\$ 2,418	\$ 7,254	25.00%
7090 · Traffic Equipment	\$ 6,750	\$ 3,448	\$ 3,302	
8010 · Travel Expense	\$ 7,500	\$ 2,544	\$ 4,956	33.92%
8050 · Utilities	\$ 17,125	\$ 3,736	\$ 13,389	21.81%
8060 · Vehicle O&M	\$ 2,479	\$ 4,229	\$ (1,750)	170.61%
Total Expense	\$ 1,315,971	\$ 371,986	\$ 943,985	28.27%
			Target:	25.00%
Net Ordinary Income	\$ 14,647	\$ (20,571)		
Realized Gain (Loss)				
Unrealized Gain (Loss)		\$ 12,488		
Net Income		\$ (8,083)		



Lakes Region Planning Commission
FY25 Budget Performance
 September 30, 2025

	Fiscal Year (26)-to-Date			
	FY26 Approved Annual Budget	FY26 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Membership	176,913	40,479	(136,434)	22.88%
Local Contracts				
PRLAC	\$ 4,450		\$ (4,450)	0.00%
Wolfeboro Circuit Rider	\$ 17,930	\$ 8,951	\$ (8,979)	49.92%
Wolfeboro Shoreland Permits		\$ 3,191	\$ 3,191	
Laconia HMP	\$ 2,160	\$ 2,400	\$ 240	111.11%
Moultonborough HOP Master Plan	\$ 15,875		\$ (15,875)	0.00%
Sandwich HOP Master Plan	\$ 11,500		\$ (11,500)	0.00%
Sanbornton HOP Master Plan	\$ 18,475	\$ 2,376	\$ (16,099)	12.86%
Gilford HMP	\$ 2,400		\$ (2,400)	0.00%
Holderness Master Plan	\$ 15,000	\$ 2,537	\$ (12,463)	16.92%
NBRC LRCD Gale School Project	\$ 1,044	\$ 1,403	\$ 359	134.38%
NBRC Town of Hebron	\$ 2,175	\$ 2,473	\$ 298	113.69%
Pardoe	\$ 11,869		\$ (11,869)	0.00%
NBRC Adaptive Sports			\$ -	
NBRC GALA Community Center			\$ -	
NBRC LR Model Railroad Museum			\$ -	
CDBG Grafton County Micro Enterprise	\$ 69,106	\$ 1,205	\$ (67,901)	1.74%
NBRC Laconia WOW Opechee Loop		\$ 2,005	\$ 2,005	
CDBG Grafton County Micro Enterprise	\$ 45,100	\$ 17,349	\$ (27,751)	38.47%
NH Charitable LID	\$ 25,000	\$ 849	\$ (24,151)	3.39%
NBRC Potential Spring Grants	\$ 34,000		\$ (34,000)	0.00%
Subtotal	\$ 276,084	\$ 44,739	\$ (173,193)	16.20%
State / Federal Contracts				
USDA Composting Grant	\$ 87,300	\$ 5,243	\$ (82,057)	6.01%
DOS HSEM - Gilmanton	\$ 6,000	\$ 6,000	\$ -	100.00%
DOS HSEM - Moultonborough	\$ 6,000	\$ 6,000	\$ -	100.00%
DOS HSEM - Wolfeboro	\$ 2,250	\$ 1,800	\$ (450)	80.00%
DOS HSEM - Andover	\$ 1,500	\$ 1,500	\$ -	100.00%
EPA FY24/25 Brownfields	\$ 130,000	\$ 51,184	\$ (78,816)	39.37%
CDFA Transformation Planning Grant	\$ 30,400		\$ (30,400)	0.00%
USDA Solid Waste Management FY25	\$ 9,500	\$ 9,550	\$ 50	100.53%
DOT UPWP FY 26 / 27	\$ 309,965	\$ 64,916	\$ (245,049)	20.94%
HUD Region Plan (Sheeheen Ear Mark)	\$ 81,553	\$ 1,508	\$ (80,045)	1.85%
Subtotal	\$ 664,468	\$ 147,701	\$ (516,767)	22.23%
Total 4010 - Contract Income	\$ 940,552	\$ 192,440	\$ (689,960)	20.46%
Other Income				
4020 - HHW	\$ 172,203	\$ 114,277	\$ (57,926)	66.36%
4021 - HHW Local	\$ 155,273	\$ 112,010	\$ (43,263)	72.14%
4022 - DES HHW	\$ 16,930	\$ 2,267	\$ (14,663)	13.39%
4015 - Donations			\$ -	
4040 - Interest & Dividends	\$ 30,000	\$ 4,220	\$ (25,780)	14.07%
Land use book sales / GIS	\$ 1,350		\$ (1,350)	0.00%
Other/Misc Income/Annual Meeting	\$ 9,600		\$ (9,600)	0.00%
Fund Balance			\$ -	
Subtotal	\$ 213,153	\$ 118,496	\$ (94,657)	55.59%
TOTAL	\$ 1,330,618	\$ 351,415	\$ (921,051)	26.41%
			Target:	25.00%



Lakes Region Planning Commission
FY25 Budget Performance
 September 30, 2025

Expense Account	Fiscal Year (26)-to-Date			
	FY26 Approved Annual Budget	FY26 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
6030 · Custodian	\$ 5,230	\$ 1,105	\$ 4,125	21.13%
6050 · Education and Training	\$ 2,000	\$ 4,754	\$ (2,754)	237.71%
6060 · Equipment Maintenance	\$ 22,860	\$ 14,640	\$ 8,220	64.04%
6062 · Equipment/Computer Maintenance	\$ 19,860	\$ 11,715	\$ 8,145	58.99%
6061 · Equipment Purchases	\$ 3,000	\$ 2,925	\$ 75	97.50%
6070 · HHW Expense	\$ 155,273	\$ 112,010	\$ 43,263	72.14%
6080 · Insurance - Bonds and Business	\$ 3,680	\$ 3,512	\$ 168	95.43%
7010 · Publishing/Memberships/Meetings	\$ 15,450	\$ 1,195	\$ 14,255	7.74%
7020 · Miscellaneous Expense	\$ 750	\$ 89	\$ 661	11.83%
7030 · Office Improvements	\$ 1,000		\$ 1,000	0.00%
7040 · Office Expense	\$ 18,480	\$ 4,414	\$ 14,066	23.89%
7043 · Copier Lease	\$ 5,000	\$ 1,018	\$ 3,982	20.36%
7041 · Supplies	\$ 13,480	\$ 3,396	\$ 10,084	25.19%
7050 · Payroll Expenses	\$ 775,347	\$ 171,067	\$ 604,280	22.06%
7051 · Salaries and Wages	\$ 573,349	\$ 125,200	\$ 448,149	21.84%
7052 · Health, Dental, Disability, Life & Unemp	\$ 102,145	\$ 25,382	\$ 76,763	24.85%
7055 · Retirement Fund	\$ 54,756	\$ 11,152	\$ 43,604	20.37%
7057 · Payroll Taxes	\$ 45,096	\$ 9,333	\$ 35,764	20.69%
7060 · Printing & Postage	\$ 675	\$ 93	\$ 582	13.77%
7070 · Professional Services	\$ 271,700	\$ 42,732	\$ 228,968	15.73%
7071 · Audit	\$ 12,000	\$ -	\$ 12,000	0.00%
7072 · Contracted Services	\$ 194,000	\$ 42,508	\$ 151,492	21.91%
7073 · USDA Expenses	\$ 62,300	\$ -	\$ 62,300	0.00%
7074 · Legal	\$ 2,000	\$ -	\$ 2,000	0.00%
7075 · Payroll Service	\$ 1,400	\$ 224	\$ 1,176	16.00%
7080 · Rent	\$ 9,672	\$ 2,418	\$ 7,254	25.00%
7090 · Traffic Equipment	\$ 6,750	\$ 3,448	\$ 3,302	51.07%
8010 · Travel Expense	\$ 7,500	\$ 2,544	\$ 4,956	33.92%
8050 · Utilities	\$ 17,125	\$ 3,736	\$ 13,389	21.81%
8051 · Electricity and Propane	\$ 6,250	\$ 910	\$ 5,340	14.56%
8052 · Telephone and Internet	\$ 10,875	\$ 2,825	\$ 8,050	25.98%
8060 · Vehicle O&M	\$ 2,479	\$ 4,229	\$ (1,750)	170.61%
Totals	\$ 1,315,971	\$ 371,986	\$ 943,985	28.27%
			Target:	25.00%

Attachment 3



Monthly Executive Report

Local

- **FEMA BRIC23.** Submitted final report with completion of Wolfeboro, Andover, Moultonborough and Gilmanton Hazard Mitigation plans this summer. Program is now closed.
- **Gilmanton HMP.** The Hazard Mitigation Plan 2025 update received FEMA's final letter of approval on September 4th. This project is now complete.
- **Holderness Master Plan.** To support the Master Plan Update process in Holderness, a series of outreach materials were developed and distributed throughout the community. "Drop Boxes" were created to serve as mailboxes for collecting survey cards placed around Town. An informational flyer was designed to promote the Drop Boxes and introduce the Master Plan Update initiative. Additionally, posters announcing the project were produced and hung in various locations around Town. To encourage public engagement, interactive posters were also created, allowing residents to vote on the most important planning topics for Holderness. All outreach materials were delivered to Town Hall for distribution across the community.
- **Sanbornton HOP Master Plan.** Outreach materials were created for a Community Housing Open House event scheduled for November 12th. Met with the Master Plan Subcommittee.
- **Sandwich HOP Master Plan.** Met with the Master Plan Subcommittee to review and finalize their public survey.
- **Wolfeboro Circuit Rider.** Continue to assist Wolfeboro in Shoreland Permit approvals and NHDES's 319 Grant for Rust Pond.

Economic Development

- **HUD Regional Plan.** Discussions were held on the HUD Regional Plan update regarding outreach approaches and survey questions. An initial outreach survey was created along with postcard-sized handouts for distribution at the Laconia and Tuftonboro HHW collections.
- **CDBA Micro Enterprise.** Final claims were submitted for the BEDC portion of the LRPC Grant Administration under the CDBG Micro Technical Assistance 2023-2025 award. As part of the new CDBG Micro Technical Assistance award for 2025–2026, six direct grant setups were completed for GRDC and one for WREN.
- **NBRC.** Close-out documents were prepared for three NBRC projects—Belmont Gale School, Hebron Fiber, and the Laconia WOW Trail—with LRPC instructed not to bill for any expenses incurred after September 30, 2025.
- Continued to work with four new NBRC projects.
- **CDBA – Transformational Planning Grant.** Worked with the Town of New Hampton Water Precinct on an Asset Management Grant Application for NHDES for potential water expansion to support mixed use development and housing.

Environmental

Brownfields.

- Created outreach flyer for Tamworth's Community Visioning event. Participated in event to help collect feedback from residents regarding their hopes and ideas for the future use of the 374 Tamworth Road property. Presented at their selectboard meeting on September 30th.
- Follow up with NOBIS on project status in Ashland, Bristol, and Plymouth.
- Discussions with Meredith Planner regarding possible Brownfields site.
- Participated in the Southern NH Brownfields Roundtable held by UCONN TAB (Technical Assistance Brownfields).

Low Impact Development.

- Regulatory Audits for LID for Laconia, Gilford, Meredith, Moultonborough and Wolfeboro continue.

Household Hazardous Waste (HHW)

- Met with Tradebe staff regarding the 2026 contract.
- Outreach and follow ups with communities (New Hampton, Tilton, Tuftonboro, Wolfeboro) regarding Small Quantity Generator disposal (SQG). SQG disposal is a larger quantity of waste classification that consists of long-term storage, businesses and municipalities. Worked with Wolfeboro and Tuftonboro to schedule SQG disposal during the Tuftonboro collection.
- Fielded phone calls from Laconia, Belmont, Ossipee, Tuftonboro, Moultonborough, Alton & Wolfeboro residents.
- The Laconia HHW collection event was held on Saturday, September 20th and the Tuftonboro event on Thursday, September 25th.



Cars lined up at the Laconia collection event.



Maud Anderson & Danielle Scadova-Vose preparing to conduct surveys at the Tuftonboro collection event.



Back of a truck seen at Tuftonboro's rainy Household Hazardous Waste (HHW) collection event.

Regional

PRLAC. Tracked communications concerning permits and river-related activities. Collaborated with the Chair on the Annual Request letter. Sent letter out to Bristol and Plymouth.

Solid Waste

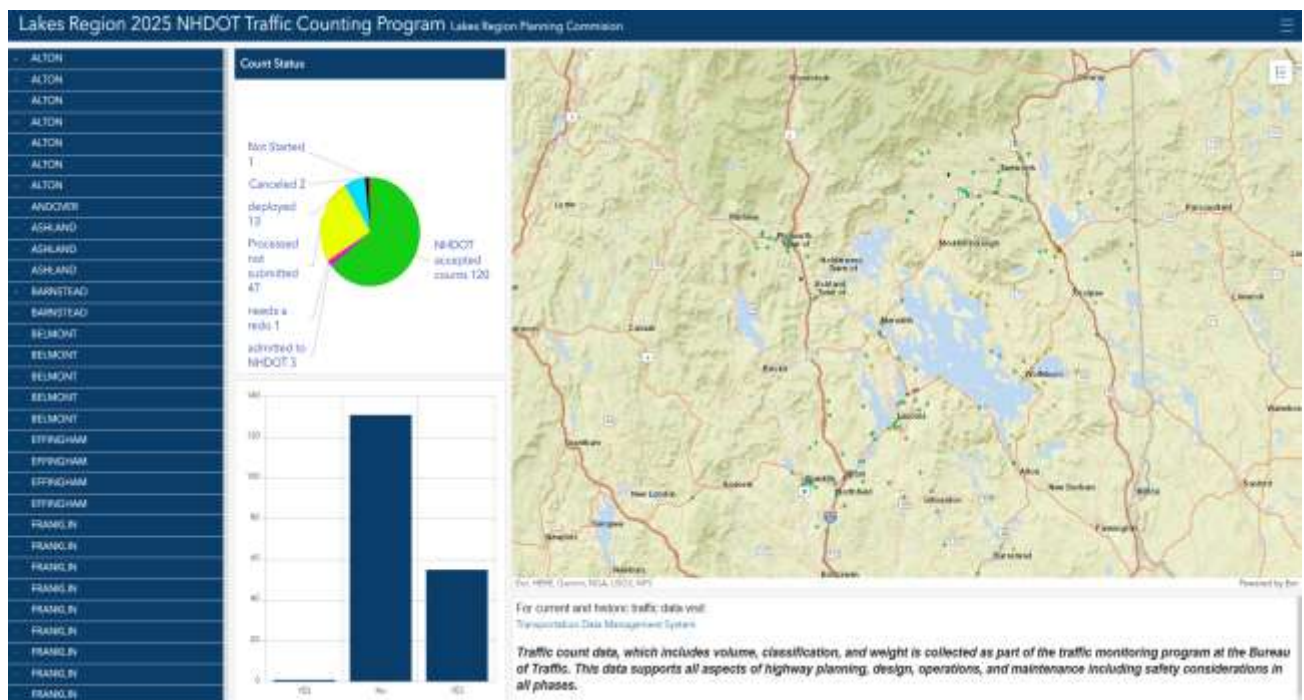
- A grant application review meeting was held with USDA representatives to evaluate the scoring on our FY25 application. At a follow up meeting with NHDES staff member Pierce Rigrod the upcoming USDA application was discussed and the potential strategies for incorporating PFAS reduction was explored. To support the FY26 grant cycle, a draft scope of work and budget was prepared.
- Meetings were held with NHDES staff to review solid waste permits for the towns of Gilford and Wolfeboro, with a focus on incorporating food waste composting at their respective transfer stations. This marks the initial step toward establishing composting sites at these locations. A meeting was also held with the Composting Company of Vermont to discuss details surrounding a 200-unit tumbler order, including invoicing, shipping logistics, and training components for the grant program.

Transportation

Meetings & Technical Assistance:

- Monthly Interagency & HSIP Meetings.
- Met with Adam Hlsany from SNHRPC to tour Meredith Village and conduct an audit on the progress from the 2019 Meredith Village Road Safety Audit.
- Quarterly CSAC Meeting.
- Conducted September TAC meeting with presentation by NHDOT.
- Met with NHDOT and Plymouth Transit Stakeholders to discuss ways to get public transit to Plymouth. Follow-up meeting with NHDOT and NCC.
- Assisted Tilton's Winnepesaukee River Trail Association on their application for the Rural & Tribal Assistance Program.

- Attended the NH Stream Crossings Initiative committee meeting.
- Attempted outreach in communities who did not receive TAP funding to discuss their next steps.
- Represented LRPC at a meeting between the town of Tilton and NHDOT regarding the difficult intersection at Silver Lake Road and US Route 3.
- Submitted the FY24/25 UPWP Final Performance Report.
- Collaborated with CNHRPC on presentation for Barnstead GACIT hearing. Created several maps (New Regional Maps, Executive Councilor Maps, TYP Projects spatial map, Demographics Map) for the GACIT hearings. Presented at the Barnstead and Franklin hearings. Continuous outreach to communities regarding GACIT hearings. Met with RPC directors and Bill Watson on hearing process.
- Worked on the Lakes Region Plan.
- Set out and picked up traffic counters in several communities. Submitted 61 processed counts to NHDOT for the month of September.



Training & Conferences

- Carsey Policy Hour: New Hampshire Demographics Trends Training
- NH Listens Basic Facilitator Training
- Managing First Amendment Auditors and Disruptive Behavior NHMA Webinar
- Demographic Trends in NH Webinar

ACRONYMS

BEDC	Belknap Economic Development Council
BRIC	Building Resilient Infrastructure and Communities
CDBG	Community Development Block Grant
CDFA	Community Development Finance Authority
CNHRPC	Central NH Regional Planning Commission
CSAC	Complete Streets Advisory Committee
FEMA	Federal Emergency Management Agency
FY	Fiscal Year
GACIT	Governor's Advisory Commission on Intermodal Transportation
GRDC	Grafton Regional Development Corporation
HHW	Household Hazardous Waste
HMP	Hazard Mitigation Plan
HOP	Housing Opportunity Planning
HSIP	Highway Safety Improvement Program
HUD	Housing & Urban Development
LID	Low Impact Development
LRPC	Lakes Region Planning Commission
NBRC	Northern Border Regional Commission
NCC	North Country Council
NHDES	NH Department of Environmental Services
NHDOT	NH Department of Transportation
NHMA	NH Municipal Association
PFAS	Per-and Polyfluoroalkyl Substances
PRLAC	Pemigewasset River Local Advisory Committee
RPC	Regional Planning Commission
SNHRPC	Southern NH Regional Planning Commission
TAC	Transportation Advisory Committee
TAP	Transportation Alternatives Program
TYP	Ten-Year Plan
UCONN	University of Connecticut
UPWP	Unified Planning Work Program
USDA	United States Department of Agriculture
WREN	Women's Rural Enterprise Network