

LAKES REGION PLANNING COMMISSION

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



Transportation Technical Advisory Committee (TAC) Meeting Minutes of May 7th, 2025

Members Present	LRPC Staff
George Tuthill – Alexandria David Kerr – Barnstead Rod Cameron – Belmont Buz Kenney – Bristol Jeff Haines – Center Harbor Angela LaBrecque – Meredith Dari Sassan – Moultonborough Bob Pollock – New Hampton Joseph Perez – Plymouth Steve St. Pierre (Alternate) – Plymouth Maureen Westrick – Sandwich John Gotjen – Tamworth Lloyd Wood – Tuftonboro	Glenn Trefethen – Transportation Planner David Jeffers – Planner Manager
	Non-Voting Members
	Lucy St. John - NH DOT Samantha Fifield – NH DOT District 3
	Virtual Attendees
	Steve Randall – Wolfeboro Bill Watson – NH DOT Cindy Yanski – RCC Region 3 Mobility Manager
	Guests
	Cristina Ashjian – Moultonborough LRPC Commissioner John Christ – Plymouth LRPC Commissioner Jill Edelmann – NHDOT Cultural Resources Manager

1. Welcome & Introductions/ Roll Call/ Call to Order.

- i. L. Wood (Chair) calls meeting to order at 2:04pm.
- ii. Self- Introductions were conducted in the room and on Zoom
- iii. Quorum was established.

2. Approval of Minutes

- i. April 2, 2025, minutes were approved.

m/s/approved
 abstention

G. Tuthill/D. Kerr
 M. Westrick, J. Haines

3. Public Comment

- a. Items on the Agenda
 - i. None.

4. Items of Information

- a. TAP Update
 - i. G. Trefethen recaps, and discussed the current status of the TAP Projects that were voted on in the April Meeting.
 - ii. The Project scores are currently being summed up throughout the state.

- iii. June is when it is expected that letters will be going out to communities that applied to inform them whether their projects were being picked for the draft Ten-Year Plan
- b. LRPC SADES Programming
 - i. G. Trefethen announces that though LRPC does not have any SADES work being conducted this summer, this overview serves the purpose of reminding TAC Members what LRPC SADES data collection programs are offered and what the communities get out of them.
 - ii. G. Trefethen also announced that there are several training courses occurring through June on various SADE data collection programs. Once he attends those, he will be reaching out to communities DPW directors or Town Administrators directly to start discussing the potential for SADES projects in their communities for the Summer of 2026.
 - 1. M. Westrick asked if there is a cost associated with RSMS and G. Trefethen clarified that there were costs associated with RSMS and it is calculated using road miles. G. Trefethen also mentioned he has a cost breakdown for each of LRPC communities.
 - 2. D. Kerr asked whether there has been any movement on the unpaved roads RSMS. G. Trefethen updated D. Kerr and TAC members that NHDOT as approved the pilot for an unpaved RSMS through UNH T2.
 - iii. G. Trefethen presented details on the CCDS program and offered to send out a copy of Gilford's 2024 CCCDS Report for any interested communities in order to better understand the end-product.
 - iv. G. Trefethen discussed the pedestrian infrastructure SADES program and how it related to ADA compliance. G. Trefethen included that this program may be of interested to your towns ADA Coordinator in order to better understand where their communities stand with hitting their ADA benchmarks.
 - v. D. Jeffers included that the RSMS program does not just include costs but cost over-time per treatment.
 - vi. G. Trefethen discussed the Stream Crossings Initiative and how it differs from CCDS with its geomorphic compatibility and aquatic organism passage assessments, and how this program may be of interest to a towns Conservation Commission.
 - 1. D. Jeffers includes more information on the Stream Crossings Initiative that it also compares the structures to the possibility of 25, 50 and 100 year flooding events and whether they will withstand those flows.
 - vii. B. Watson speaks on behalf of NHDOT and brings awareness that all of the programs G. Trefethen has overviewed are funded through NHDOT and competing against other core functions that RPC's conduct, limited funding and staffing and relates that to how SADES programs can sometimes be a little slow moving (gravel RSMS), but the work is continuously being supported and boosted by UNH T2 and NHDOT works to be receptive to the concerns and ideas from municipalities.
- c. Carroll County Regional Coordinating Council
 - i. G. Trefethen gives a refresher on what the RCC's do and their purpose and that there is a lack of representation in the southern half of Carroll County that LRPC communities are in. The handout is to be used as a tool to get the word out to those who work directly with the vulnerable populations that the RCC has funding for.
- d. Mid-State Regional Coordinating Council Coordinated Plan
 - i. G. Trefethen recaps that the last time the Mid-State RCC Coordinated Plan update was discussed was back in November and that the current stage of the updated plan is in draft stages and expected to be voted upon at the upcoming RCC meeting on May 13th. Once that occurs the draft will then be brought to the LRPC TAC to be

- endorsed. From there it will head to the full LRPC Commission to be endorsed and finalized.
- ii. G. Trefethen also mentions that the draft will be distributed for public feedback after the May 13th RCC meeting. G. Trefethen also includes some information on the feedback that they have already received from RCC Members and how that feedback has been included in the current plan and will be looked into further during the next update of the plan.
 - 1. C. Yanski emphasized that all are welcome to RCC members and if that anyone has a need for transportation or any new ideas the RCC is a great way to bring that information with a hope to solve those issues.
 - iii. G. Trefethen reminded everyone that LRPC applied for 5305e Funding for a Laconia Fixed route Feasibility Study which they were approved for and have included into their new UPWP work plan and that money should be available to start using starting in July and that they would be looking to form a stakeholders group to discuss the project and how to get the public involved. G. Trefethen encouraged TAC Members to start thinking about whether that is something they would like to be a part of.
- e. Road Safety Audits
- i. G. Trefethen discussed the recent update to the Road Safety Audit (RSA) process where applications are no longer just accepted by December 1st and reviewed from there. But they are now allowing for rolling submission of applications with quarterly reviews occurring in January, April, July and October.
 - 1. G. Trefethen discussed what makes for a specific location eligible for an RSA and overviews the criteria needed for an application and how LRPC can assist in developing an application.
 - a. J. Perez in order to clarify, asked whether the Criteria Checklist is more if a prerequisite to apply. G. Trefethen agreed and continued to clarify that the checklist presented was taken straight from the RSA Application and they are items to check-off in order to have a full application.
- f. Presentation – Section 106 w/Jill Edelmann
- i. B. Kenney asks a project specific question regarding a potential rail trail in Bristol that is being proposed on Federal Land which would require a NEPA Process and whether they may potentially trigger action for adverse effects. J. Edelmann gives scenarios on what may trigger action which includes removing anything that will visually change the character, like switches, bridges etc. But the rails or ties wouldn't be something to worry about based on the information provided.
 - ii. C. Ashjian wanted to give feedback about consulting parties regarding heritage commissions verse historic districts based on the differing roles they each play, that they both ought to be listed. C. Ashjian also asked J. Edelmann to consider Archeology under criteria for evaluation. J. Edelmann concurs and will take that feedback back for consideration to be added to future presentations.
 - iii. There was reference to the successful Meredith stone box culvert replacement and its positive outcome in regard to minimizing adverse effects despite not being required to do so. Which S. Fifield worked on and presented at the April TAC Meeting.

5. Items of Business

- a. None.

6. Public Comment

- a. None.

7. Other Business

- a. Open Floor discussion.
 - i. S. Fifield brings up the new change where municipalities are required to evaluate all water lines leading to homes for lead which requires digging test pits. She brings this up because she wants to make sure towns know its required to apply for “right of way activity permits” for test pits in the states right of way to their Districts.
 - ii. J. Perez notes that the stream crossings program helped them to seek grant funding the One Time Culvert Flood Risk Assistance Program from DES because it allowed them to show that their project was not just a single purpose project.
 - iii. G. Trefethen goes over the next TAC Meeting date for June 4th, and touches on the presentation from Bill Lambert of Highway Safety that will be occurring.

8. Adjourn

- a. L. Wood adjourned the meeting at 3:10 PM.

m/s/approved

G. Tuthill/M. Westrick