

**Lakes Region Planning Commission**

**Fiscal Year 2025**

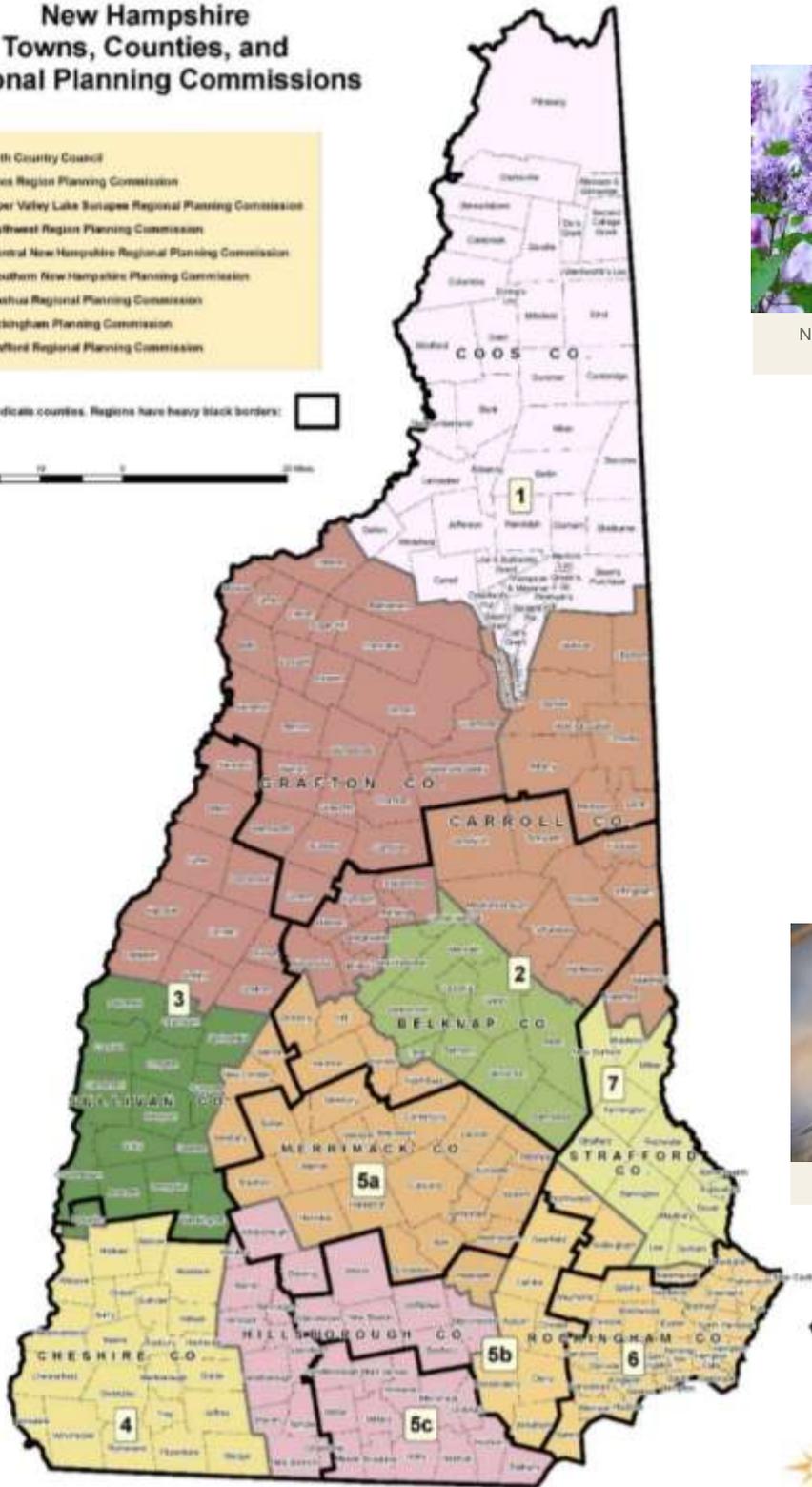
**Annual Report**



# New Hampshire Towns, Counties, and Regional Planning Commissions

- 1. North Country Council
- 2. Lakes Region Planning Commission
- 3. Upper Valley Lake Sunapee Regional Planning Commission
- 4. Southwest Region Planning Commission
- 5a. Central New Hampshire Regional Planning Commission
- 5b. Southern New Hampshire Planning Commission
- 5c. Nashua Regional Planning Commission
- 6. Rockingham Planning Commission
- 7. Strafford Regional Planning Commission

Colors indicate counties. Regions have heavy black borders: 



New Hampshire State Flower  
Purple Lilac

LRPC is one of  
New Hampshire's  
9 Regional Planning  
Commissions  
established under  
RSA 36:46 in 1969.



NH State Bird  
Purple Finch

NH Office of Strategic Initiatives, May 2018



# Annual Report for Fiscal Year 2025 July 1, 2024 – June 30, 2025

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### ~ ~ EXECUTIVE REPORT ~ ~

Fiscal year 2025 was a year of transition for the Lakes Region Planning Commission. Long time Executive Director Jeff Hayes retired, and we welcomed our new Executive Director Shanna B. Saunders, as well as Planners Glenn Trefethen and Danielle Scadova-Vose along with interns Owen Finlay and Zachary Groleau.

An energized LRPC focused on delivering timely land use support to our communities while responding to evolving federal and local challenges. In anticipation of pending FEMA changes, staff prioritized completion of five Hazard Mitigation Plans, working closely with Andover, Gilmanton, Laconia, Moultonborough, and Wolfeboro to secure approvals before federal funding opportunities were lost.

LRPC continued providing circuit rider services to communities facing staffing transitions, including ongoing assistance to Wolfeboro and Franklin. Solid waste technical support continued with help to the Town of Gilford for grant funding for the Region’s only Styrofoam foam recycle machine. We were also pleased to be selected to work with Sandwich, Sanbornton, and Moultonborough on Housing Opportunity Fund-supported Housing Master Plan updates. Through funding partnerships with HUD and CDFA, we assisted several communities, including Ashland and New Hampton, in advancing infrastructure projects needed to support housing development.

Brownfields services were provided to Plymouth, Tamworth, Bristol, Ashland, and Franklin, including free Phase I and Phase II environmental assessments. In Tamworth, this work extended to a reuse planning charrette for a former Brownfields site now owned by the Town. Transportation efforts included collecting traffic count data at 175 locations, supporting seven communities—Andover, Belmont, Center Harbor, Laconia, Moultonborough, Ossipee, and Tilton—with Transportation Alternatives Program applications, and assisting Plymouth in seeking inclusion in the state’s fiscally constrained Ten-Year Plan.

It’s said that the spotlight lasts only seconds. LRPC is well positioned for fiscal year 2026-2027 to continue close collaboration with our municipal members and partners to advance natural resource, housing, infrastructure, and transportation priorities across the region.





# Our Region

## Who We Are

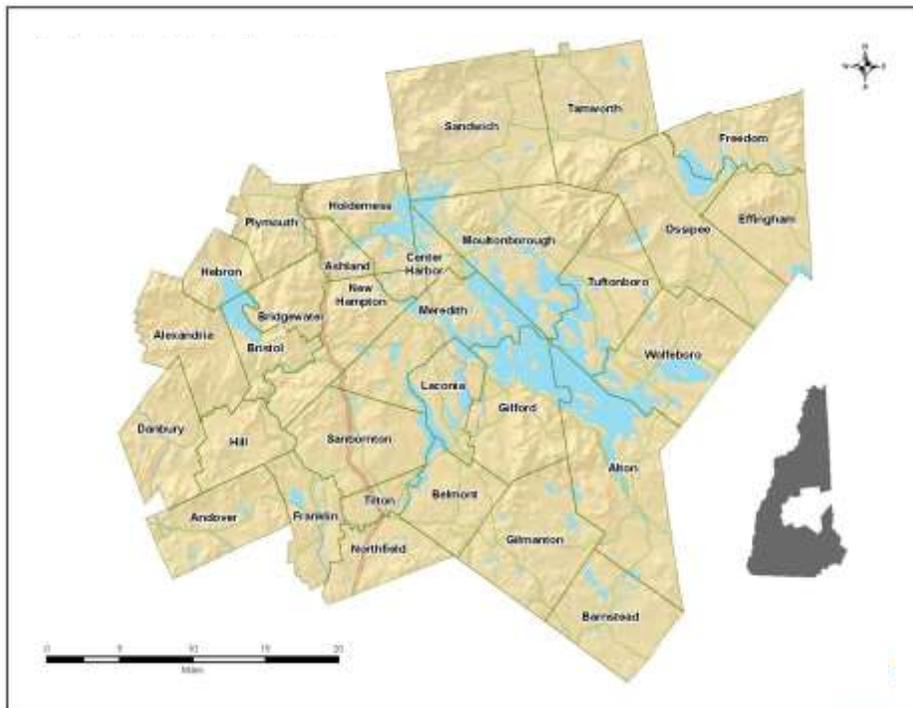
The Lakes Region Planning Commission (LRPC) is a voluntary association of local communities that pools its resources to obtain a highly trained, professional staff to provide a wide variety of services. An Executive Board, together with the Commissioners, governs the LRPC. Operations are overseen by an Executive Director and implemented by professional planners, specialists, and support staff. LRPC recognizes that the foundation of regional decision-making lies within local communities.

### Mission

Our mission is to provide effective planning in order to achieve and sustain a quality environment, a dynamic economy, and local cultural values by supporting community efforts through leadership, education, technical assistance, information, advocacy, coordination, and responsive representation.

## Municipalities

- |               |                |
|---------------|----------------|
| Alton         | Hill           |
| Alexandria    | Holderness     |
| Andover       | Laconia        |
| Ashland       | Meredith       |
| Barnstead     | Moultonborough |
| Belmont       | New Hampton    |
| Bridgewater   | Northfield     |
| Bristol       | Ossipee        |
| Center Harbor | Plymouth       |
| Danbury       | Sanbornton     |
| Effingham     | Sandwich       |
| Franklin      | Tamworth       |
| Freedom       | Tilton         |
| Gilford       | Tuftsboro      |
| Gilmanton     | Wolfeboro      |
| Hebron        |                |





# Commissioners & Executive Board

## FY25 COMMISSIONERS

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### Alexandria

George Tuthill, *Alt.*

### Alton

Vacant

### Andover

Roland Carter  
Donna Crisp Duclos

### Ashland

Mardean Badger

### Barnstead

David Kerr

### Belmont

Roderick Cameron

### Bridgewater

Ken Weidman  
Judith Faran

### Bristol

Daniel "Buz" Kenney

### Center Harbor

Mark Hildebrand

### Danbury

John Taylor  
Mark Zaccaria

### Effingham

Vacant

### Franklin

Chip Ach  
Jo Brown

### Freedom

Mark McConkey

### Gilford

John Ayer

### Gilmanton

Parker Hoffacker

### Hebron

Ivan Quinchia

### Hill

Vacant

### Holderness

Vacant

### Laconia

Tyler Carmichael  
Richard MacNeill

### Meredith

Stephanie Maltais  
Daniel Whitney

### Moultonborough

Cristina Ashjian  
Celeste Burns

### New Hampton

David E. Katz  
Andrew Anderson

### Northfield

Beth Keck  
Ken Tripple

### Ossipee

Phillip Villari

### Plymouth

William Bolton  
John Christ  
Zachary Tirrell, *Alt.*  
Neil McIver, *Alt.*

### Sanbornton

Ralph Carter

### Sandwich

Bonnie Osler  
Maureen Westrick

### Tamworth

Lianne Prentice  
Richard Doucette  
Wyatt Berrier, *Alt.*

### Tilton

Jane Alden  
Joseph Jesseman  
Eric Adams  
Nathan Langione, *Alt.*

### Tuftonboro

Tim Galvin

### Wolfeboro

Roger F. Murray, III

## FY25 Executive Board

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### OFFICERS

**Chair** John Ayer

**Vice Chair** David Katz

**Secretary** Lianne Prentice

**Treasurer** David Kerr

### AREA COMMISSIONERS

**Area 1** Bill Bolton

**Area 2** Mardean Badger

**Area 3** Phillip Villari

**Area 4** Tyler Carmichael

### AT LARGE COMMISSIONERS

**Area 1** Jane Alden

**Area 2** Cristina Ashjian

**Area 2** Mark Hildebrand

**Area 1** John Christ

### ALTERNATES

Roderick Cameron

Stephanie Maltais

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### Thank You to Outgoing Commissioners

Tavis Austin, Wyatt Berrier, William Dowey,  
Tim Galvin, Joseph Jesseman, Bonnie Osler,  
Zachary Tirrell, Ken Tripple, Harold Tuttle

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### Special Thanks to Outgoing Executive Board Member

Mardean Badger, Area Commissioner





# Regional Highlights & Accomplishments

## Development of Regional Impact (DRI)

We performed four DRI reviews, pursuant to NH RSA 36:54, for the planning and/or zoning boards of Alton, Freedom, Moultonborough, and Plymouth.

## Intergovernmental Review Process (IRP)

The LRPC continues to monitor and review project notices under the New Hampshire Intergovernmental Review Agreement, a process that requires public notification to the regional planning commissions of all projects in the region intended to receive federal financial support.

## Homeland Security and Emergency Management (HSEM)/Hazard Mitigation Plan (HMP)

LRPC supported Hazard Mitigation Plan updates for Andover, Gilmanton, Laconia, Moultonborough, and Wolfeboro by coordinating with local emergency management and municipal staff to establish project goals; developing and promoting public surveys to gather community input; and facilitating multiple committee meetings to review development trends, demographic data, critical facilities, mitigation action status, natural hazard risks, and changes in community vulnerability since each town's previous plan.

## Circuit Rider Services

We provide member communities with short-term support for routine planning functions such as reviewing development applications, supporting planning boards, updating land-use regulations, and advising on zoning, housing, transportation, and environmental matters when they lack full-time planning staff. This year, we supported the Town of Wolfeboro.

## Economic Development Assistance

Housing Opportunities Grant. Through this NH-based grant program, LRPC provided support to 3 municipalities updating their Housing Master Plans by providing updated demographic and housing data, facilitating public workshops and surveys, evaluating local land-use regulations, and drafting language for Master Plan chapters. Communities that benefited from this grant were Moultonborough, Sanbornton, and Sandwich.

### Community Development Finance Authority (CDFA) – Transformational Planning Grant.

All nine RPCs in the State received funding from CDFA to implement action items from the 2022 Regional Housing Needs Assessment, including technical support directly to communities and predominantly low to moderate income populations for implementation of action items. Action items include municipal infrastructure strategic planning, asset management and expansion, collaboration with the Community Loan Fund on manufactured housing park infrastructure expansions, underutilized property redevelopment for housing, and economic development efforts.

Community Development Block Grant (CDBG). Continued to administer microenterprise funding for Grafton County which assists businesses and economic development organizations in Grafton, Belknap & Carroll counties.

Northern Border Regional Commission (NBRC). Provided ongoing administration assistance to multiple NBRC grantees as the designated local development district for our region.

Brownfields. The Brownfields Program advanced assessment, outreach, and coordination efforts across the region. Staff delivered presentations on contaminated property reuse and pollinator gardens at the Belknap County Conservation District and highlighted LRPC's brownfields, sustainability, and solid waste programs for Plymouth



# Regional Highlights & Accomplishments

State University sustainability students. Program activities included collaboration with local officials in Ashland, Laconia, and Moultonborough to explore potential brownfields sites and coordination with Tamworth officials to support Phase II assessment planning, including site access and equipment needs. Ongoing coordination with Nobis Engineering ensured progress across all active projects. Efforts also began to establish a Brownfields Advisory Committee to strengthen stakeholder engagement and guide future program direction.

HUD Regional Plan Update. Staff advanced work on the HUD Regional Plan through comprehensive research, outreach, and stakeholder coordination to support future regional and municipal planning efforts. Key efforts included creating a community outreach program featuring a booth at the Laconia Pumpkin Festival, conducting an online survey, updating the website, and developing social media content. Have you spotted the Regional Plan Update QR code around town? Regional housing demographics were researched, updated, and aligned with the State’s Housing Needs Assessment to ensure planning decisions reflect current trends and challenges.

2025 HHW COLLECTIONS	
DATE	LOCATION
Saturday June 21st	Franklin 9,272 pounds collected Wolfeboro Product Facility 20,800 pounds collected
Saturday July 26th	Gilford 5,066 pounds collected Meredith 6,271 pounds collected
Saturday August 2nd	Alton 4,069 pounds collected Moultonborough 10,341 pounds collected
Thursday August 28th	Bristol 8,302 pounds collected
Saturday September 20th	Laconia 9,229 pounds collected
Thursday September 25th	Tuftonboro 7,640 pounds collected

**21 Participating Communities:**  
Alexandria, Alton, Andover, Bridgewater, Bristol, Center Harbor, Franklin, Gilford, Gilmanton, Hebron, Holderness, Laconia, Meredith, Moultonborough, New Hampton, Sanbornton, Sandwich, Tamworth, Tilton, Tuftonboro, and Wolfeboro.

## Household Hazardous Waste (HHW)

Our 39th annual HHW regional collection event provided 9 collection sites around the lake over 6 dates in June, July, August, and September, including 2 weekday events. These events were widely promoted to reach the maximum number of households and resulted in the safe removal and disposal of over 40 tons of hazardous waste.

## USDA Solid Waste Management Program

USDA Solid Waste funding was received to assist with solid waste operator training and development of programs to reduce waste stream. This year’s topics included Full Cost Accounting & Solid Waste Research and HHW Updates, “Manage My Waste” Webpage and Pending Solid Waste Legislation. Additional training was provided on the new Lithium-Ion Disposal Ban and the Lead Tackle Collection Program.

## Transportation Planning

The Transportation Advisory Committee provided administrative support for seven (7) meetings involving city/town appointed representatives to engage community participation and local involvement in regional transportation planning and project development. Topics (several with contributions from guest speakers) included ten-year plan scoring and prioritization; updates on the WOW Trail and scenic byways; dissemination of TAP program information; 5035e funding; an overview of LRPC’s Transportation Data Collection Programs; five TAP project briefings followed by project rankings; UNH T2 trainings; the CommuteSmart NH May Challenge; guidance from the NHDOT District 3 Engineer on ‘A Guide to Developing Small Projects’; an outline of NHDOT’s Section 106 National Historic Preservation Act process; Road Safety Audits; Regional Coordinating Councils; and a session focused on NHDOT Highway Safety and Alternative Transportation.

Traffic Counts. Every summer, NHDOT’s Bureau of Traffic assigns routine traffic count locations to all nine RPCs. LRPC typically receives 150–200 locations on a 3–4-year cycle, with each site collecting some combination of traffic volume, direction, and vehicle classification data. LRPC also offers municipalities the option to request additional, site-specific traffic counts. These municipal counts help communities better understand local driving patterns,





# Regional Highlights & Accomplishments

including conditions on unpaved roads, traffic during town events, or peak-hour activity. Depending on local needs, deliverables may include raw data, graphs, or a concise 1–2-page summary.

Ten-Year Plan (TYP) | Transportation Grant Funding. NH DOT’s Ten-Year Plan is a two-year process that establishes a decade-long strategy for statewide transportation improvements. LRPC and its Transportation Advisory Committee participate by identifying and advancing regional priority projects, supported in part by Unified Planning Work Program (UPWP) funding that allows us to use an on-call engineer for cost estimates and concept development. The draft plan is reviewed through the Governor’s Advisory Commission on Intermodal Transportation (GACIT) process, including public hearings, before being submitted to the Governor for approval. This year, LRPC communities may propose projects for the Transportation Alternatives Program (TAP) Grant Funding round, which funds initiatives that improve safe, reliable, and convenient options for non-motorized travel. As with the Ten-Year Plan, LRPC and the TAC solicit, evaluate, and prioritize regional proposals for NHDOT’s consideration.

Closed Culvert Drainage System (CCDS) Analysis. LRPC provides municipalities with technical support to evaluate the condition and capacity of closed culvert drainage systems. This service helps communities understand how their enclosed stormwater infrastructure is functioning, identify potential bottlenecks or failure risks, and plan for improvements that reduce flooding and protect local roads and properties. A final report on CCDS size, type and condition is provided at the conclusion of the analysis.

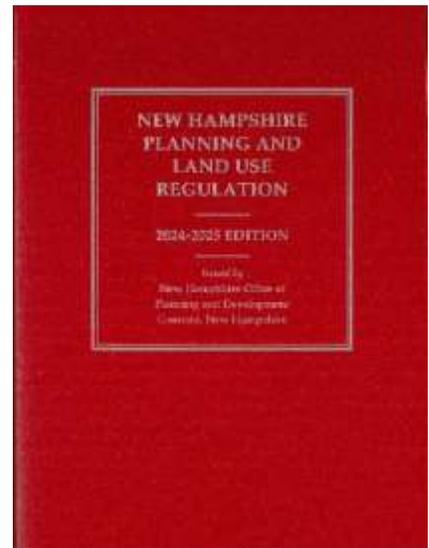
## Land Use Books Regional Purchase

LRPC coordinated the regional bulk purchase of the annual edition of the *New Hampshire Planning and Land Use Regulation* books. 28 of 30 member communities ordered a total of 340 books at a savings of \$113.00 per book/e-book and \$198.00 per book with supplemental e-book.

**Total Regional Savings: \$40,375.00**

## Pemigewasset Local River Advisory Committee (PRLAC)

The Pemigewasset River Corridor Management Plan reports on resources, wildlife, laws, public input/recommendations for the Pemigewasset River watershed. LRPC staff attended six PRLAC meetings, providing support and technical assistance.





# Local Highlights

## FY25 Local Contracted Projects Included:

<b>Andover</b>	Homeland Security Emergency Management/Hazard Mitigation Plan
<b>Gilmanton</b>	Homeland Security Emergency Management/Hazard Mitigation Plan
<b>Holderness</b>	Master Plan Update
<b>Laconia</b>	Homeland Security Emergency Management/Hazard Mitigation Plan
<b>Moultonborough</b>	Homeland Security Emergency Management/Hazard Mitigation Plan & Housing Opportunities Master Plan
<b>Sanbornton</b>	Housing Opportunities Master Plan
<b>Sandwich</b>	Housing Opportunities Master Plan
<b>Wolfeboro</b>	Homeland Security Emergency Management/Hazard Mitigation Plan & Circuit Rider Services

Hazard Mitigation Plans address:

*Wind Damage*



*Snow & Ice Damage*



### Member Services we provide include:

- Capital Improvement Plans
- Circuit Rider Assistance
- Culvert Inventory & Assessment
- Natural Resource Inventories
- GIS Mapping
- Hazard Mitigation Plans
- Master Plans
- Road Surface Management System (RSMS)
- Transportation Planning
- Zoning & Site Plan Regulations

*Water Damage*





# Economic Development

## Grant Administration

During the 2024–2025 program year, comprehensive grant administration services supported multiple federal and state funded economic development initiatives, with a strong focus on fiscal accountability, compliance, and successful project implementation. Oversight was provided for Northern Border Regional Commission (NBRC) and Community Development Block Grant (CDBG) programs, including Microenterprise Technical Assistance awards and direct grants administered in coordination with Grafton County and state partners.

Significant progress was achieved on key capital and programmatic projects. Multiple NBRC funded initiatives received Notices to Proceed, including the Lakes Region Model Railroad Museum project, Granite State Adaptive’s facility expansion, the WOW Trail in Laconia, and the Hebron fiber project. Project rescopes and amendments—most notably for the Gale School redevelopment—were successfully approved, aligning budgets, phasing, and timelines with program requirements and extending anticipated completion to 2025 where necessary.

Strong financial oversight remained a cornerstone of CDBG grant administration activities. Numerous direct grants were processed and approved for the Women’s Rural Entrepreneurial Network, Grafton Regional Development Corporation, Coos Economic Development Corporation, and other partners.

LRPC submitted grant applications for future Microenterprise Technical Assistance awards, and collaborative agreements were developed among subrecipients and agencies. These efforts culminated in the Community Development Advisory Committee’s recommendation of a \$750,000 Microenterprise Technical Assistance award for Grafton County for the 2025–2026 period, pending final authorization.

## Brownfields

The Lakes Region Planning Commission (LRPC) received a \$475,000 award through the FY2023 U.S. Environmental Protection Agency (EPA) Brownfields Program to support Lakes Region communities in assessing vacant and underutilized properties that remain idle due to concerns about potential contamination from hazardous materials. This funding has enabled LRPC to retain a qualified environmental firm to conduct Phase I and Phase II environmental site assessments, as well as re-use planning for Brownfields sites throughout the region.

During the 2024–2025 program year, several Phase I Environmental Site Assessments were completed, including: the former Ashland Paper Mill property in Ashland (10/04/24), the former Cloutier property in Tamworth (10/04/24), the former Plymouth Inn property in Plymouth (03/13/25), and the former Gould House property in Bristol (09/08/25). A Phase II Assessment—consisting of groundwater and soil sampling—was conducted at the former Cloutier property in Tamworth (07/02/25).

Following the Phase II work, the Cloutier property became the focus of a town-wide re-use planning initiative. Residents toured the site and provided input to local leadership on preferred future uses once remediation is complete. LRPC supported this effort by developing architectural concepts and site plan renderings that reflected the community’s vision and goals.



# Household Hazardous Waste

## Summer/Fall 2025 Household Hazardous Waste Collection Days

LRPC's regional Household Hazardous Waste (HHW) program continued its nearly four-decade commitment to protecting public health and the environment by providing safe, compliant disposal options for hazardous materials generated by residents and small entities across the region. During the summer 2025 event, the HHW program served more than 1,600 households and ensured the proper removal and disposal of over 40 tons of hazardous waste through a coordinated and widely participated regional effort.

A total of 22 communities participated in the program, supporting 7 summer and 2 fall collection events hosted at multiple sites strategically located throughout the region. These events were supported by over 50 staff members and volunteers, including 14 HHW Coordinators, four of whom were new to the program. Ongoing coordinator meetings and training helped ensure consistency, safety, and regulatory compliance across all collection events.

Program administration throughout the year focused heavily on coordination, outreach, and long-term planning. Appropriations and commitments from participating communities were secured early to ensure uninterrupted operations, with financial support exceeding \$100,000 for the program year. Extensive communication was maintained with community partners to confirm host sites, finalize schedules, and coordinate logistics. Final reporting, manifests, and grant compliance documentation were completed in coordination with the New Hampshire Department of Environmental Services.

Public outreach and education remained a major focus of the program. Targeted advertising strategies included press releases, banners, social media campaigns, e-blasts, and locally distributed outreach materials to maximize participation and awareness. Outreach materials for the 2025 collection season were developed and distributed well in advance, contributing to strong turnout at multiple events, including one collection that reached a five year high in household participation.

In addition to core HHW collections, the program expanded its role in broader waste reduction and environmental protection initiatives. Staff facilitated training and meetings related to new regulatory requirements, including the lithium-ion battery disposal ban, and provided technical assistance and educational support to solid waste operators. The program also supported food waste reduction efforts by conducting resident surveys at solid waste facilities and contributed to the expansion of a lead collection program by coordinating training and the distribution of educational signage and materials.

Special initiatives during the year included hosting a regional boat shrink wrap recycling roundtable, supporting foam recycling discussions and site evaluations, and assisting with solid waste facility assessments to improve recycling efficiency and operations. A Small Quantity Generator procedure was also established, allowing eligible small businesses and public works departments to safely dispose of limited quantities of hazardous waste during select collection events.

Throughout the year, program staff maintained regular communication with state partners and our contractor (Tradebe) to review collection results, evaluate program performance, and plan for future improvements. This included attending state certification training, coordinating grant applications, and ensuring all regulatory requirements were met.



# Household Hazardous Waste

Overall, the 2025 HHW program year demonstrated strong regional collaboration, effective outreach, and continued progress toward safer waste management practices. The program remains a critical service for residents and communities, reducing environmental risk while supporting compliance, education, and long-term sustainability goals across the region.

Lakes Region HHW Collection 2025: Participation in Collection by Community and Collection Site												
2025	Collection Sites										TOTAL	% of Total Participating HH
	Alexandria	Aston	Bristol	Franklin	Gilford	Lacina	Meredith	Waltham	Moultonborough	Tuftonboro		
<b>VEHICLES</b>	127	190	173	156	246	169	151	280	143		<b>1,635</b>	
% of Total HH	8%	12%	11%	10%	15%	10%	9%	17%	9%			
Alexandria		16	1		2		1		1		21	1.3%
Aston	101			4	9			12		3	129	7.9%
Andover			4	16		2	1				23	1.4%
Braintree			3								3	0.2%
Bristol			81	2		1	2			3	89	5.4%
Canterbury			3				23		5		31	1.9%
Franklin	1	1	83			4					89	5.4%
Gilford		5		3	109	31			1	4	153	9.3%
Gilmanton		8		2	15	12		1		3	41	2.5%
Hallowell			32	2						1	35	2.1%
Hill			10	2							12	0.7%
Holderness			5	2		2	23	1	2		35	2.1%
Lacina			1	3	21	142	1	1	1	8	176	10.7%
Meredith			5	3		13	100		8	4	133	8.1%
Moultonborough						2	2	1	190	9	204	12.4%
New Hampton			15	2		4	6			1	28	1.7%
Sandwich			9	20	2	13			1	1	46	2.8%
Sandwich			1			3	5	2	25	7	43	2.6%
Taunton							4	4	35	17	60	3.7%
Tilton			3	32	2	2		1			40	2.4%
Tuftonboro		1	0			1	1	2	10	69	84	5.1%
Waltham		11	1		3	3	1	125	2	14	160	9.7%
<b>TOTAL</b>	<b>127</b>	<b>190</b>	<b>173</b>	<b>156</b>	<b>246</b>	<b>169</b>	<b>151</b>	<b>280</b>	<b>143</b>		<b>1,635</b>	<b>99.6%</b>
Other: Turned Away	0	0	0	0	7	0	0	0	0	0	7	0.4%
<b>TOTAL+Turned Aw</b>	<b>127</b>	<b>190</b>	<b>173</b>	<b>156</b>	<b>253</b>	<b>169</b>	<b>151</b>	<b>280</b>	<b>143</b>		<b>1,642</b>	



Bristol Crew



Sorted HHW



Tradebe Workers in Tuftonboro



Unloading



HHW Survey Taking



# Solid Waste Management

## USDA Solid Waste Management Program Accomplishments

**Project Summary:** The USDA Solid Waste Management program focuses on supporting municipalities through technical guidance, operator training, and infrastructure upgrades with the goals to:

- Cut down the volume and harmfulness of the region’s solid waste
- Encourage creative and effective waste reduction strategies
- Strengthen public understanding of local waste management issues
- Enhance safety for both residents and transfer station staff
- Foster communities that are more sustainable and resilient

During this fiscal year, solid waste efforts were focused on operator training, grant development and administration, regional partnerships, and expanding recycling and waste diversion initiatives throughout the Lakes Region.

### Activities/outcomes from this project have included:

#### Training, Technical Assistance, and Outreach

The program delivered multiple trainings and informational sessions for municipal solid waste operators and regional stakeholders. In August 2024, a solid waste operator roundtable was held, featuring guest speakers from the Northeast Resource Recovery Association (NRRRA). Topics included full cost accounting, scale systems, pay as you throw programs, and regional solid waste research. All 31 communities in the Lakes Region were contacted, with special outreach to operators holding expiring licenses.

Additional trainings and outreach efforts included:

- An October 2024 session on the Loon Preservation Committee’s Lead Tackle Buy Back Program.
- A June 2025 informational meeting on boat shrink wrap recycling, featuring a guest speaker from Barnstable County, Massachusetts.
- Site visits to multiple solid waste facilities to support various program planning & operator engagement.

Informational materials were also expanded, including the creation of an educational video addressing common residential solid waste questions and the distribution of educational signs for the Lead Tackle Collection Program.

#### Grant Development and Administration

Grant activity was a major focus throughout the year. Key accomplishments included:

- Submission and administration of multiple USDA Solid Waste Management and Composting and Food Waste Diversion grants.
- Receipt of a \$125,000 award for the 2025 USDA Solid Waste Management Grant Program.
- Completion of quarterly and final reports for the FY23 and FY24 USDA grants.
- Preparation and submission of the FY25 USDA Solid Waste Management Grant application, with scopes of work, budgets, timelines, and 6 letters of support.
- Active engagement with USDA to address panel review comments and pursue reconsideration of a denied application.

The program also evaluated new funding opportunities through the Northern Border Regional Commission, the Foam Recycling Coalition, and the USDA Community Facilities Program to aid municipalities with equipment and infrastructure needs.

#### Composting and Food Waste Diversion Initiatives

Significant progress was made toward expanding composting and food waste diversion in the Lakes Region. Program staff coordinated with conservation commissions, regional planning partners, Lakes Region Community Developers, and USDA representatives to strengthen grant applications and project outcomes.

Efforts included developing partnerships focused on outreach, compost bin distribution, and data collection, particularly for sensitive and underserved populations. Surveys were created and distributed to collect resident data, supported by on-site visits to several communities.



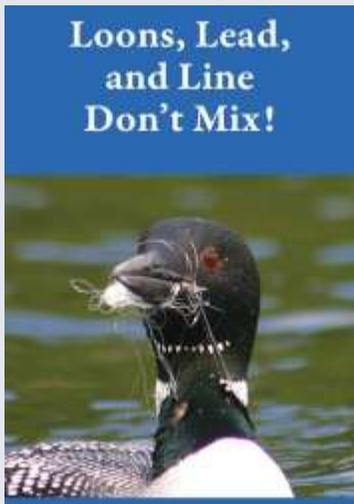


# Solid Waste Management

## Recycling and Special Waste Programs

The program advanced several targeted recycling initiatives, including:

- Planning and outreach for foam recycling, including a facility tour to assess the feasibility of establishing a second regional hub.
- Collaboration with Barnstable County on a Boat Plastic Recycling program, including informational meetings and multi-site facility visits.
- Expansion of the Lead Tackle Buy Back Program in coordination with the Loon Preservation Committee, including sign development, operator follow up, and distribution of program materials.



## Regional Collaboration and Partnerships

Throughout the year, the Solid Waste Management Program strengthened relationships with municipalities, nonprofit organizations, state agencies, and regional partners. Collaboration with NRRA, the Loon Preservation Committee, conservation commissions, and regional planning organizations enhanced program reach, technical expertise, and funding competitiveness.

## Foam Recycling Process



## Boat Plastics Before



## After





# Transportation

## Transportation Program

The Commission's Transportation Program is funded through the Federal Highway Administration's biennial Unified Planning Work Program (UPWP) contract administered by NHDOT, enabling support for member communities and coordination of federal transportation funds. Program activities include developing project scopes for Ten-Year Plan (TYP), Transportation Alternatives Program (TAP), and Congestion Mitigation Air Quality (CMAQ) projects; creating regional transportation and bike/ped plans; consulting on statewide long-range and strategic transportation plans; convening the Transportation Advisory Committee to set regional priorities and share statewide initiatives; providing GIS mapping for municipal transportation needs; and supporting Mobility Managers and Regional Coordinating Councils to improve transportation options for vulnerable populations.

## Regional Planning & Coordination

- Provided ongoing administrative and technical support to the Transportation Advisory Committee, facilitating seven meetings focused on regional transportation priorities, funding programs, and project development.
- Advanced regional collaboration with state agencies, neighboring regional planning commissions, and multiple Regional Coordinating Councils.
- Supported the development and adoption of the Mid-State Regional Coordinated Transit & Human Services Transportation Plan, strengthening alignment between transportation and human services needs.

*Mid-State RCC Plan Poster*

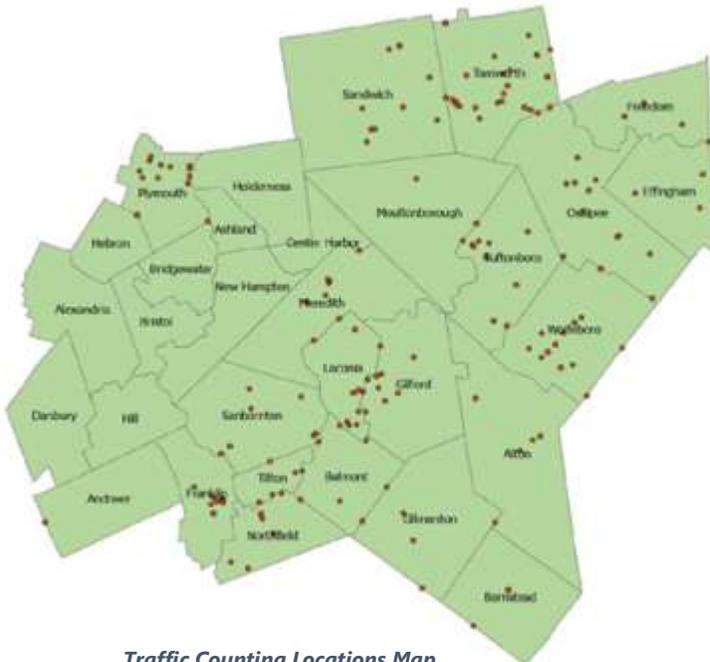
## Funding & Project Development

- Supported the development of the 2027–2038 Ten-Year Transportation Plan, including project scoping, evaluation, prioritization, and coordination with NHDOT.
- Facilitated a strong regional showing in the Transportation Alternatives Program (TAP), receiving five applications—among the highest submission totals statewide.
- Guided the TAC scoring process and advanced one multimodal project for inclusion in the draft Ten-Year Plan through state selection.



# Transportation

## Data Collection, GIS & Technology



*Traffic Counting Locations Map*

- Completed a successful traffic counting season with over 100 accepted counts, supporting both regional planning and state data needs.
- Launched a first of its kind, fully digital traffic data collection system, replacing paper processes with GIS-based field tools and automated dashboards.
- Developed public-facing and internal dashboards to track progress, improve transparency, and enhance data usability.
- Expanded GIS and mapping support, including corridor analyses, Park & Ride mapping, and demographic data integration for transportation planning.

---

## Safety & Infrastructure Initiatives

- Provided technical assistance related to Highway Safety Improvement Program (HSIP) efforts, Road Safety Audits, and transportation safety concerns.
- Supported assessments and planning related to stream crossings, culverts, and roadway infrastructure to improve resilience and safety.
- Participated in statewide and interagency transportation safety meetings to ensure regional needs were represented.

---

## Outreach, Education & Technical Assistance

- Assisted local officials, partner organizations, and the public with transportation data, planning tools, and funding information.
- Delivered presentations and shared resources on transportation programs, regulatory requirements, and project development strategies.
- Supported workforce development by training staff and interns in traffic data collection and GIS-based transportation tools.



# Transportation

## FY25 TRANSPORTATION ADVISORY COMMITTEE

### Alexandria

George Tuthill

### Alton

Vacant

### Andover

Vacant

### Ashland

Charles Bozzello

### Barnstead

David Kerr

### Belmont

Rod Cameron  
Brian Jackes, *Alt.*

### Bridgewater

Vacant

### Bristol

Daniel "Buz" Kenney

### Center Harbor

Jeff Haines

### Danbury

Vacant

### Effingham

Vacant

### Franklin

David Chunn  
Justin Hanscom, *Alt.*

### Freedom

Scott Brooks

### Gilford

Meghan Theriault  
Roger Weeks, *Alt.*

### Gilmanton

Travis Mitchell

### Hebron

Paul Hazelton  
Richard James, *Alt.*  
Patrick Moriarty, *Alt.*

### Hill

Vacant

### Holderness

Malcolm "Tink" Taylor

### Laconia

Wes Anderson  
Nate Guerette  
Tyler Carmichael, *Alt.*

### Meredith

Angela LaBrecque, *Alt.*

### Moultonborough

Dari Sassan  
Chris Theriault, *Alt.*

### New Hampton

Robert Pollock

### Northfield

Vacant

### Ossipee

Phillip Villari

### Plymouth

Joe Fagnant  
Joseph Perez  
Steve St. Pierre, *Alt.*

### Sanbornton

Vacant

### Sandwich

Bonnie Osler  
Maureen Westrick

### Tamworth

John Gotjen

### Tilton

Shane Dow, *Alt.*

### Tuftonboro

Lloyd Wood

### Wolfeboro

Steve Randall

## Non-Voting Members

### Belknap Merrimack CAP

Cindy Yanski

### Carroll County Delegation

Glenn Cordelli

### NH DES, Air Resources Division

Jack Wade  
Jessica Wilcox

### NH DOT, Bureau of Planning & Community Assistance

William Rose  
Bill Watson

### NH DOT District 2

Chris Turgeon  
Ross Wood

### NH DOT District 3

Samantha Fifield  
Nancy Spaulding

### NH DOT, Policy & Planning

Lucy St. John

### Newfound Pathways

Jan Collins  
Beth Greever

### Friends of Northern Rail Trail

Don Moyer

## Thank You to Our Outgoing Members

Charles Bozzello, Justin Hanscom,  
Travis Mitchell, Patrick Moriarty,  
Malcolm "Tink" Taylor, Wes Anderson,  
Dari Sassan, Joe Fagnant, Bonnie Osler,  
and Shane Dow

**Chair:** Lloyd Wood

**Vice Chair:** Dari Sassan  
(Feb '25 – June '25)





# Commissioner Meeting Summary

## SEPTEMBER 2024 – Brownfields Update

At the September 23<sup>rd</sup> meeting of the Lakes Region Planning Commission, the Commission unanimously approved several key financial and operational items, including the FY25 budget, FY26 municipal appropriations, and FY26 household hazardous waste (HHW) appropriations. **Presentation:** The meeting also featured a presentation by Tim Andrews of the Nobis Group, selected to provide environmental assessment services under LRPC's Brownfields Grant Program. The presentation highlighted the program's role in revitalizing underutilized or environmentally challenged properties through collaboration with state and federal partners, and provided status updates on ongoing projects in Ashland, Tamworth, and Franklin. Commissioners were encouraged to identify additional sites suitable for future redevelopment efforts. Overall, the meeting advanced key fiscal planning decisions, reinforced LRPC's commitment to municipal support and land-use planning and underscored continued progress in regional brownfields redevelopment initiatives.



## OCTOBER 2024 – NH Emergency Services & Communications | E911 Services in Your Community

During the October 23<sup>rd</sup> meeting, the Commission received an update on the State's Housing Champion Designation program. Emphasized was the growing importance of this designation, noting that municipalities must formally apply to be recognized. Failure to do so may jeopardize eligibility for certain discretionary state grant funds. Additional updates included the ongoing 10 Year Plan project, the work of the Transportation Advisory Committee (TAC), and the continued need for municipal representation on the TAC in several communities. **Presentation:** The Commission heard a presentation from representatives of New Hampshire Emergency Services and Communications (NH E911). The presenters provided an overview of how the E911 system operates in New Hampshire and highlighted key differences from emergency call systems in other states, as well as common public misconceptions. Topics included municipal partnerships, the importance of standardized addressing, relevant state and local addressing regulations, and the challenges posed by non-standard addressing. The presenters also reminded attendees that New Hampshire's 911 system supports text messaging, improving access during emergencies.



# Commissioner Meeting Summary

### NH E911 Liaisons

- Each NH E911 Liaison is appointed by the town (Selectboard or Town Administrator)
- Are provided addressing training by our Field Representatives
- Act as a conduit for your town with NH E911's mapping and data operations section

Community Development	Town Administrator	Building Inspector
Assessing Office	Public Safety Officials	Administrative Assistants
Planning and Zoning	Public Works	

DIVISION OF EMERGENCY SERVICES AND COMMUNICATIONS

### Additional NH E911 Liaison Duties

- Typically, your NH E911 Liaisons will be the go-to resource for addressing questions from residents and town officials
- Responsible for reviewing potential addressing changes and if appropriate, bringing plans forward to the town
- Authorize changes in the phone records related to address changes or discrepancies
- Approve or correct any potential changes to the NH E911 Emergency Maps

Mapping Clarifications
Phone Record Discrepancies
Address Changes

DIVISION OF EMERGENCY SERVICES AND COMMUNICATIONS

## NOVEMBER 2024 – Stormwater Management & Culvert Assessments

The Commission unanimously voted to endorse Plymouth's proposed Route 3 project for inclusion in the 2027–2036 Ten Year Transportation Improvement Plan (TYP) and recommend it to the New Hampshire Department of Transportation (NHDOT) at the November 25<sup>th</sup> meeting. **Presentation:** LRPC staff delivered a detailed presentation on the Culverts and Closed Drainage Systems (CCDS) Program, which assists municipalities in inventorying and assessing road culverts and drainage infrastructure. The program addresses increasing storm intensity and flood risk by providing data to support maintenance planning, capital budgeting, hazard mitigation, and infrastructure resilience. The scope of data collected, including condition assessments, treatment types, maintenance needs, and geolocation information was described. An example from the Town of Gilford demonstrated the program's effectiveness, revealing a significant increase in identified culverts compared to a prior assessment. Final CCDS deliverables include comprehensive reports, GIS datasets, maps, photographs, and visual summaries to support long term planning and decision making.

### Lakes Region Planning Commission CCDS

In addition to adding municipal data to the public statewide database the service LRPC offers include:

- Preliminary meetings with DPW to tailor the project to address specific Municipal needs.
- A detailed summary report of findings with graphed data and photos.
- Several poster sized maps indicating condition and categorized by:
  - Inlet & Outlets
  - Pipes
  - Drainage Structures
- Smaller indexed maps that can be used for DPW field work.
- ArcGIS Dataset & a file of corresponding pictures.





# Commissioner Meeting Summary

## MARCH 2025 – NHDOT Funding Sources

The March Commissioner Meeting, rescheduled to April 7<sup>th</sup>, found the Commission approving key transportation actions recommended by the Transportation Advisory Committee, including updated priorities in the Ten Year Transportation Improvement Plan to address project funding needs. The Commission also approved submission of five Transportation Alternatives Program applications—focused on pedestrian, sidewalk, and trail improvements across the region—to NH DOT. **Presentation:** Transportation Planner Glenn Trefethen provided an overview of major transportation funding programs available to communities, including TAP, CMAQ, HSIP, Road Safety Audits, and the Ten Year Plan. The presentation emphasized eligibility requirements, application timelines, and the importance of public and political engagement, while highlighting LRPC’s role in assisting municipalities with project development and advocacy.

### Eligible TAP Projects.

Sidewalks	Bike Lanes	Multi-Use Paths	Ped/Bicycle Bridges	Rail Trail Projects	Rail w/ Trail

### Eligible CMAQ Projects.

<b>Alternative Fuel Projects</b> including: Vehicle electrification Electric scooters Refueling infrastructure Charging facilities	<b>Improving Traffic Flow</b> including: Signal system optimization Adding HOV lanes Adding turning lanes Intersections streamlining Real-time transportation system management & operations	<b>Transit Investments</b> including: Transit vehicle acquisitions Construction of new fixed fee expressways to rail line that increase capacity Operating assistance for new services	<b>Bicycle/Pedestrian Facilities (Non-Recreational)</b> Improvements that provide a direct on or off-highway link to a road

### Eligible RSA Scenarios.

<b>Crash History</b> Must include: Fatal accidents Severe injury Crash history needs to be focused around related to the location of interest and occurred in last 10 years Crashes should be correlated with a pattern related to infrastructure, NOT associated or unrelated driving	<b>Roadway Issues</b> Lack of lighting Poor surface condition Surface wearability Unusual intersections Y intersections along a curved road	<b>Limited Sight Distance</b> Intersections sight distance Approaching sight distance	<b>Driver Issues</b> Speeding Running stop signs



# Commissioner Meeting Summary

## APRIL 2025 – Solid Waste Grant & HHW 2025 Updates

At the April 28<sup>th</sup> Commissioner Meeting, the Executive Director provided an overview of planning efforts for the LRPC Annual Meeting which will feature Pat Tarpey of the Lake Winnepesaukee Alliance as the keynote speaker. An update was presented on the status of several pending land use-related bills and their potential impacts on regional planning and municipalities. Commissioners were encouraged to engage with state legislators, and resources such as the NH Municipal Association Bill Tracker were noted for ongoing updates. **Presentation:** LRPC staff delivered a presentation on the Household Hazardous Waste (HHW) Program, emphasizing its role in protecting public health, environmental quality, and regional water resources. It included an overview of what constitutes household hazardous waste, the communities served, accepted materials, outreach & advertising efforts, resident participation trends, and the collection process. Comparative insights with other programs and a review of upcoming HHW event dates were also provided.

**How Much does a cleanup cost?**

According to a regional Operations Manager of a HHW disposal company:

- Cost of labor and transport for 10 - 50 gal of waste starts at **\$5,000.**
- Cost of material disposal - 55 gal drum of oil (\$258.00), PCB liquids 5 gal (\$287.38), PCB liquids 55gal drum (\$957.88)
- One illegal dumping has the potential to cost as much as one of our collection events.

**What to Bring? What not to Bring?**

**What we take.....**

- Oil based paint and varnish
- Toxic art supplies
- Metal Poison
- Roof tar
- Dry-cleaning fluids
- Floor cleaner & polish
- Pool chemicals
- Pesticides
- Gasoline & diesel
- New, used, & mixed motor oil
- Antifreeze

**What we do not take.....**

- Batteries of all kinds
- Fire extinguishers
- Tees
- Smoke detectors
- Fluorescent tubes and bulbs
- Thermostats & thermometers
- Mercury containing devices
- Ammunition, explosives, fireworks
- Latex or Acrylic based paint

## MAY 2025 – Housing Champions Program

Legislative updates were provided at the May 19<sup>th</sup> Commissioner Meeting. The Executive Director shared that several of our Executive Board members, along with herself, recently attended the Commissioners Convening, an event organized by all the State’s RPCs every three to five years. The convening welcomes state agencies and federal lawmakers to provide a broad overview of governmental affairs, similar to a “state of the union” address. LRPC is looking to reestablish its Brownfields Committee and is seeking volunteers. **Presentation:** This month’s presentation, led by Executive Director Saunders, focused on the Housing Champion Designation. She outlined its purpose and benefits. The presentation covered the point scoring system and provided a detailed review of each criterion, followed by a question-and-answer session.

**Housing Champion Designation**

HC Designation applicants must show dedication to encouraging and establishing workforce and other types of housing necessary economic development

HC Designation is voluntary and available to municipalities

Municipalities with HC Designation will have access to:

- State resources including discretionary infrastructure funds, as available
- Housing Champion Designees may receive funding for:
  - Housing Production Municipal Grant Program
  - Housing Infrastructure Municipal Grant and Loan Program (unfunded in 2024-2025)

BEA



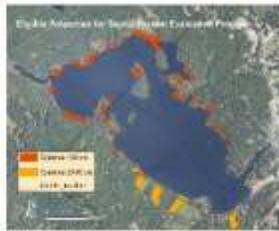
# Commissioner Meeting Summary

## JUNE 2025 – Safeguarding Winnepesaukee’s Future

LRPC’s Annual Meeting occurred on June 23<sup>rd</sup> at The Chase House in Meredith. In addition to presenting several awards, the annual election of officers occurred with all votes unanimously supporting the slate put forth. **Presentation:** Patricia Tarpey, President of the Lake Winnepesaukee Alliance (LWA), presented an overview of the environmental, economic, and cultural significance of Lake Winnepesaukee and the growing challenges facing its long term health. Valued at an estimated \$17 billion, the lake is central to the Lakes Region’s economy, supporting tourism, recreation, property values, drinking water supplies, and municipal tax revenue. However, increased development, stormwater runoff, aging septic systems, climate change, and rising phosphorus levels have contributed to declining water quality and more frequent cyanobacteria blooms in recent years. Ms. Tarpey highlighted LWA’s ongoing efforts in water quality monitoring, watershed planning, lake restoration, and education and outreach. These initiatives have expanded volunteer monitoring, identified hundreds of shoreline sites contributing to pollution, and implemented restoration projects that reduce sediment and nutrient loading to the lake. While meaningful progress has been made, the presentation emphasized that current efforts must be scaled up through stronger local and state leadership, improved land use practices, and coordinated regional investment to ensure Lake Winnepesaukee remains healthy, resilient, and accessible for future generations.

### What Leaders Can Do

- Strengthen stormwater and wastewater policies
  - Zoning setbacks from waterbodies
  - Permissible surface requirements
  - Septic maintenance requirements
- Adopt land use regulations to reduce runoff
- Support and fund watershed protection programs
- Engage and educate the public

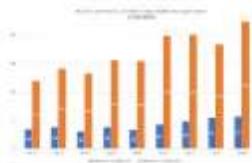


### Our Strategic Priorities

Water Quality Monitoring	Lake Management	Lake Restoration	Education & Outreach

### Progress to Date

- 57 Sampling Locations  
80% increase in sampling locations since 2019
- 224 Water Samples  
80% increase in the number of samples collected since 2019
- 42 Trained volunteers  
contributed over 750 hours



Our sincere appreciation goes out to those who generously sponsored this year’s Annual Meeting:

#### GOLD



#### SILVER



#### BRONZE



CHRISTOPHER P. WILLIAMS ARCHITECTS, PLLC

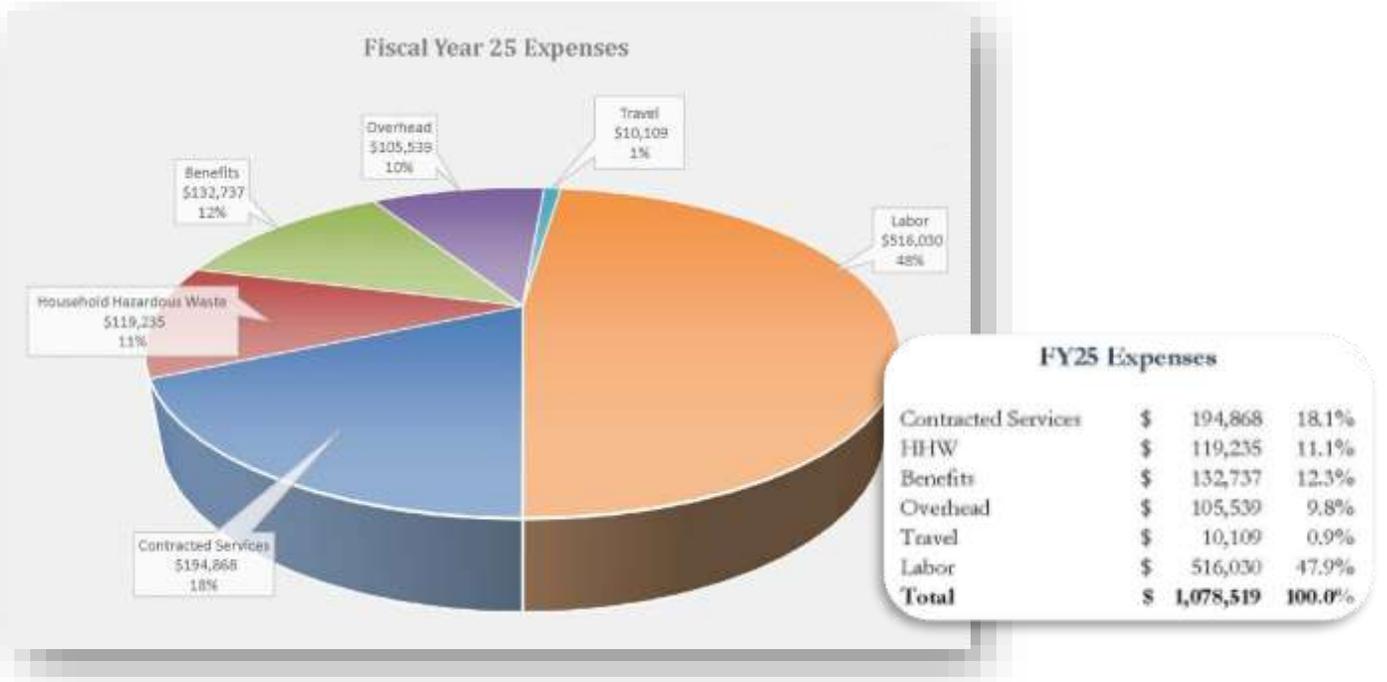
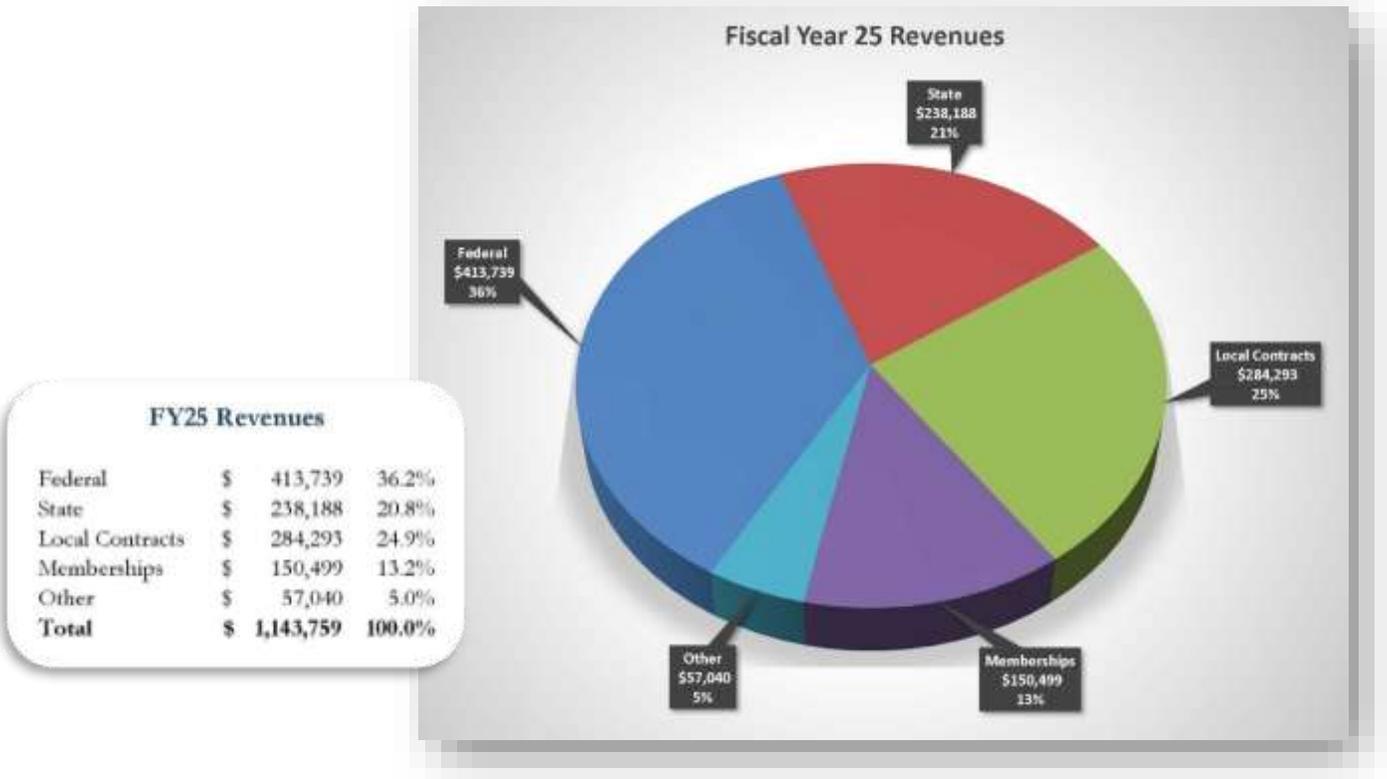
PO Box 710 • Meredith, New Hampshire 03265  
603 278-6613 • www.pwarchitects.com





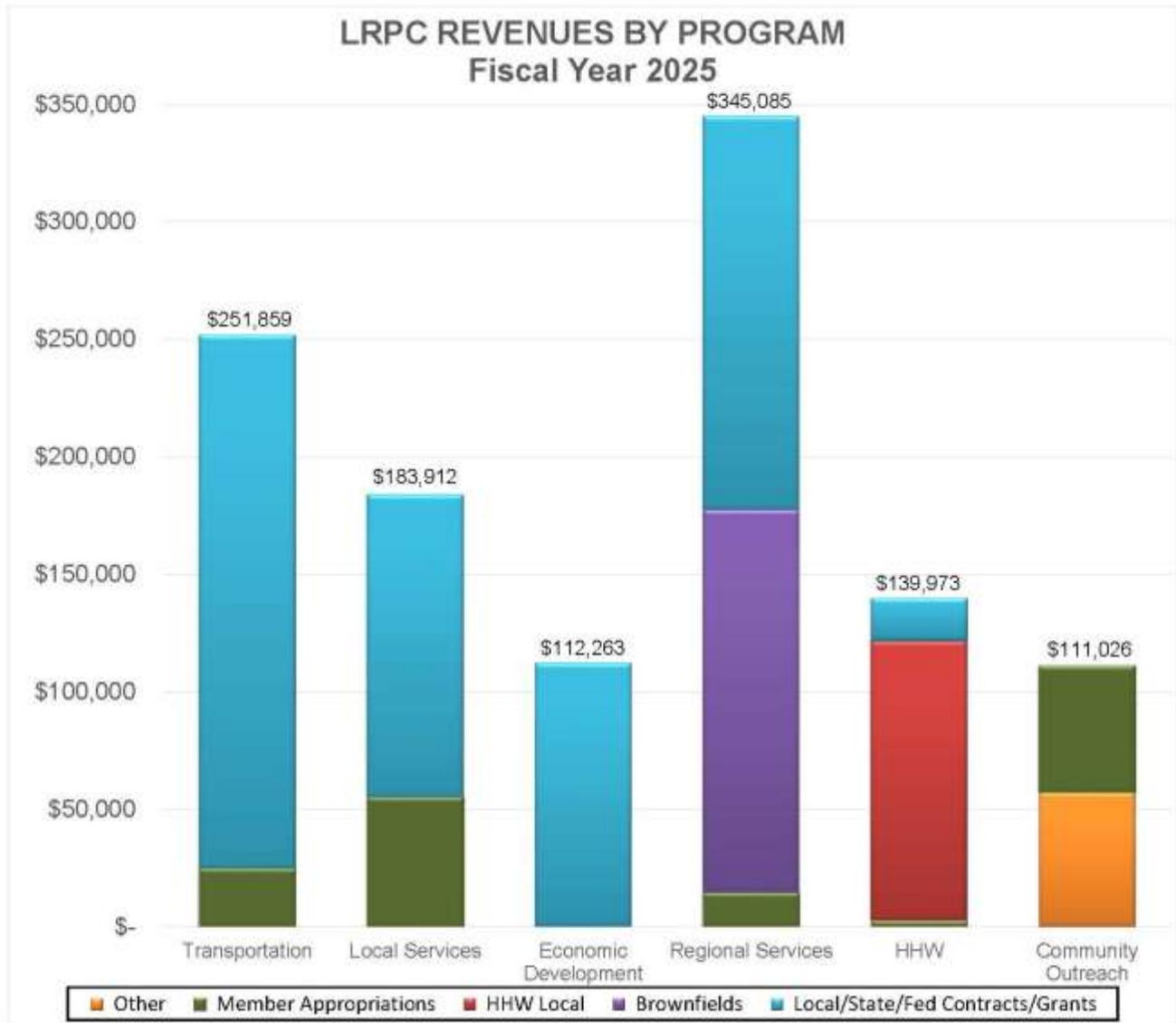
# FY25 Budget Summary

The FY25 audit was presented to the Finance Committee by the independent audit firm of Plodzik & Sanderson on January 14, 2026. The charts below show the distribution of actual revenue and expenses from July 1, 2024 through June 30, 2024 while the following page depicts revenue by program.





# FY25 Budget Summary





# Annual Audit Letter



## PLODZIK & SANDERSON

*Professional Association/Certified Public Accountants*

193 North Main Street • Concord • New Hampshire • 03301-5061 • 603-225-6996 • FAX- 603-224-1380

### **INDEPENDENT AUDITOR'S REPORT**

To the Members of the Executive Board  
Lakes Region Planning Commission  
Meredith, New Hampshire

#### **Report on the Audit of the Financial Statements**

#### ***Adverse and Unmodified Opinions***

We have audited the financial statements of the governmental activities and the major general fund of the Lakes Region Planning Commission, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the Lakes Region Planning Commission's basic financial statements as listed in the table of contents.

#### **Summary of Opinions**

<i>Opinion Unit</i>	<i>Type of Opinion</i>
Governmental Activities	Adverse
General Fund	Unmodified

#### ***Adverse Opinion on Governmental Activities***

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse and Unmodified Opinions* section of the report, the accompanying financial statements do not present fairly the financial position of the Lakes Region Planning Commission, as of June 30, 2025, or the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Unmodified Opinions on the Major General Fund***

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the major general fund for the Lakes Region Planning Commission, as of June 30, 2025, and the respective changes in financial position and, the respective budgetary comparisons for the major general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Adverse and Unmodified Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Lakes Region Planning Commission and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

#### ***Matter Giving Rise to Adverse Opinion on Governmental Activities***

As discussed in Note 1-B to the financial statements, management has not recorded the long-term costs of retirement health care costs and obligations for other postemployment benefits related to the single employer plan in the governmental activities and, accordingly, has not recorded expense related to the single employer plan of the other postemployment benefits. Accounting principles generally accepted in the United States of America require that those costs be recorded, which would increase assets, liabilities, and deferred outflows and inflows of resources and decrease net position. In addition, the expenses of the governmental activities would increase. The amount by which this departure would affect the assets, deferred outflows and inflows of resources, net position, and expenses of the governmental activities has not been determined.





# Annual Audit Letter

## *Lakes Region Planning Commission Independent Auditor's Report*

### ***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Lakes Region Planning Commission's ability to continue as a going concern for twelve months beyond the financial statement issuance date, including any currently known information that may raise substantial doubt shortly thereafter.

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Lakes Region Planning Commission's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Lakes Region Planning Commission's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Emphasis of Matter – Change in Accounting Principle***

As discussed in Note 2-B to the financial statements, in the year ending June 30, 2025, the Commission adopted new accounting guidance, GASB Statement No. 101, *Compensated Absences*. Our opinion is not modified with respect to this matter.

Also as discussed in Note 2-B to the financial statements, in the year ending June 30, 2025, the Commission adopted new accounting guidance, GASB Statement No. 102, *Certain Risk Disclosures*. Our opinion is not modified with respect to this matter.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the following be presented to supplement the basic financial statements.

- Schedule of the Planning Commission's Proportionate Share of Net Pension Liability,
- Schedule of Planning Commission Contributions – Pensions,
- Schedule of the Planning Commission's Proportionate Share of Net Other Postemployment Benefits Liability,
- Schedule of Planning Commission Contributions – Other Postemployment Benefits, and
- Note to the Required Supplementary Information

Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to



# Annual Audit Letter

***Lakes Region Planning Commission  
Independent Auditor's Report***

the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the Management's Discussion and Analysis and the Schedule of Changes in the Commission's Total Other Postemployment Benefits Liability and Related Ratios and the related Note to the Required Supplementary Information, that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

December 17, 2025  
Concord, New Hampshire

***Plodzik & Sanderson  
Professional Association***



## FY25 Staff

<b>Executive Director</b>	Shanna B. Saunders
<b>Finance Administrator</b>	Carl Carder
<b>Planning Manager</b>	David Jeffers
<b>Environmental Planner</b>	Matthew Rose
<b>Transportation Planner</b>	Glenn Trefethen
<b>Regional Planner</b>	Danielle Scadova-Vose
<b>Grants Administrator</b>	Tracey Secula
<b>Executive Admin. Assistant</b>	Linda Waldron
<b>Transportation Technician</b>	Allen Constant
<b>Transportation Intern</b>	Owen Finlay
<b>Solid Waste Intern</b>	Zachary Groleau

## FY25 Staff Education & Training

NH OPD webinars on \*major changes coming to planning and zoning statutes and \*floodplain ordinances.

Several staff members attended a Plan Reading & Analysis class concerning land use planning.

Our Regional Planner dedicated time to learning and researching, developing test surveys across two platforms, and ultimately preparing a presentation that analyzed her findings to support future data collection initiatives within the organization.

Various webinars: \*Rails to Trails Conservancy regarding federal funding, \*Culvert Aquatic Organism Passage, \*Grant Writing Basics, \*Safe Streets for All, \*Safe Systems Approach, \*Brownfields Grant Guidelines and Compliance Review, \*Virtual Status of Roundabouts in the U.S. training.

\*NHDOT Traffic Counting seminar, \*Pavement Maintenance 101 training, \*ADA Compliance and Pedestrian Infrastructure "Municipal Musts".

UNH T2 training sessions: \*Stream Crossings iPad, \*SADES Pedestrian Infrastructure, \*Introduction to SADES & RSMS, CCDS Collection, and \*RSMS Forecasting & Data Collection.

\*NH Planners Association Conference, \*US EPA Brownfields Conference, \*Northern New England Chapter of the American Planning Association Conference, \*National TrailNation Summit . . . and more.

VISIT US ONLINE: [www.lakesrpc.nh.gov](http://www.lakesrpc.nh.gov) | Facebook | Instagram



Lakes Region Planning Commission  
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Meredith, NH 03253

603-279-8171 | [execadmin@lakesrpc.nh.gov](mailto:execadmin@lakesrpc.nh.gov)