

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, April 8, 2026

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 November 12, 2025 & March 11, 2026** (*actionable items*) *Attachment 1*
3. **Finance/Treasurer Report**
4. **Monthly Executive Report** (*March*) *Attachment 2*
5. **Old Business**
 - a. Alternate Vacancy
 - b. Annual Meeting Update
6. **New Business**
 - a. NHDES Source Water Protection Grant (G&C 04/15/26) (*actionable item*) *Attachment 3*
 - b. Draft Election Ballot *Attachment 4*
 - c. Draft FY27 Budget Proposal Review *Attachment 5*
7. **Announcements**
8. **Adjourn**

NEXT MEETING: May 13, 2026

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 November 12, 2025

PRESENT	Cristina Ashjian, John Ayer (Chair), Tyler Carmichael, John Christ, David Katz (Vice Chair), David Kerr (Treasurer), Lianne Prentice (Secretary)
EXCUSED	Jane Alden, Bill Bolton, Mark Hildebrand, Stephanie Maltais (alternate), Phil Villari
ABSENT	Rod Cameron (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 welcomed Board members and called the meeting to order at 9:04 AM. A quorum was established.

2. Minutes

Minutes of the October 8, 2025 Executive Board meeting were presented for approval. Vice Chair Katz made a motion to approve the minutes as submitted, seconded by John Christ. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Report

Finance Administrator Carder provided a summary, reporting a cash flow surplus of \$19,393 for October and highlighting a balanced mix between PDIP and Vanguard investments. Executive Director Saunders attributed part of the surplus to increased revenue from municipal projects and stated the intention to continue promoting RPC services to municipalities at the upcoming annual NH Municipal Association Conference. Finance Administrator Carder concluded by noting that the new auditing firm has completed its audit, with the annual report presentation anticipated at the December meeting.

4. Monthly Executive Report

Executive Director Saunders provided updates on several ongoing projects and funding opportunities.

- ✚ As mentioned previously, USDA Solid Waste Management Grant funding was not awarded this year; however, a smaller composting grant (approximately \$30,000) was secured, which includes a separate pool of money (approximately \$50,000) designated for equipment purchases. We have partnered with five communities – Ashland, Bristol, Gilford, Moultonborough, and Wolfeboro – who will benefit from this grant. The newly ordered equipment will be delivered directly to each participating community for use by both residents and local transfer stations.
- ✚ Our EPA grant application for Brownfields work was unsuccessful, but we have discussed potential new partnerships with Laconia and Ashland to apply for joint funding.
- ✚ LRPC applied for a Drinking Water Source Protection Grant for Wolfeboro & Ashland and discovered eligibility for 604(b) funding to assist with stormwater ordinance work in various towns. We will be seeking projects for the 604(b) funds.
- ✚ Progress on the regional master plan, including outreach efforts at local events and plans for an upcoming survey was discussed.
- ✚ Updates were provided on transportation projects, along with the conclusion of the GACIT hearings and the public input process. A meeting is scheduled for this afternoon at the NHDOT to review the outcomes of the GACIT

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hearings and to discuss recommendations for the draft 2027-2036 TYP. Executive Director Saunders and Transportation Planner Trefethen will be attending.

✚ Work on master plans for various towns is ongoing.

5. Committee Reports

a. Transportation Advisory Committee (TAC). Treasurer Kerr reported that there was no TAC meeting this month; therefore, there was nothing to report.

6. Old Business

a. At Large Commissioner Vacancy. Chair Ayer announced that a commissioner has not yet been found for the position, but he will make a concerted effort to do so. The topic will be revisited at next month's meeting.

7. New Business

a. Staffing. Executive Director Saunders shared the news that our Regional Planner/Regional Manager, David Jeffers, has made the decision to retire, with his last day in the office being November 28th. Dave has been a dedicated member of the LRPC team for over 25 years, contributing his leadership, expertise, and deep commitment to regional development throughout his tenure. His presence and guidance have been instrumental in shaping many of the Commission's initiatives, and his retirement marks the end of an era for our organization.

In addition, Tracey Secula, our Grants Manager, has indicated her intention to resign. Tracey has been gradually winding down her responsibilities, focusing on closing out existing grants while stepping back from taking on new projects. Her thoughtful approach to this transition reflects her professionalism and care for the continuity of our work.

Both David and Tracey will leave a lasting impact on LRPC, and we are deeply grateful for their years of service and dedication.

b. NHDES Source Water Protection Grant. Discussed during the Monthly Executive Report highlights at #4 above.

8. Adjournment

Chair Ayer adjourned the meeting at 10:09 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

EPA = Environmental Protection Agency
NHDES = NH Department of Environmental Services
NH DOT = NH Department of Transportation
GACIT = Governor's Advisory Commission on Intermodal Transportation
PDIP = Public Deposit Investment Pool

RPC = Regional Planning Commission
TAC = Transportation Advisory Committee
TYP = Ten Year Plan
USDA = United States Department of Agriculture

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LRPC Executive Board Meeting Minutes of March 11, 2026

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

1. Call to Order

Chair Ayer welcomed everyone and called the meeting to order at 9:02 AM. A quorum was not established; however, the meeting did proceed and all agenda items were reviewed.

2. Minutes

Approval of the November 12, 2025 Executive Board meeting minutes was deferred to the April meeting due to the lack of a quorum.

3. Monthly Executive Report

Executive Director Saunders provided an overview of the three reports on the agenda, highlighting several regional projects. She noted HUD funding supporting an update to the regional plan, with surveys for the transportation chapter underway and additional chapter surveys to follow. She also reported on the final leg of the current EPA Brownfields Grant activities presently focusing on projects on the eastern side of the Lakes Region with the western side targeted for the next grant. Funds are available in the Brownfields Grant for reuse planning and Executive Director Saunders encouraged Board members to submit potential projects from their communities. Additional updates covered progress on Low Impact Development (LID) and UPWP transportation projects, as well as developments in the USDA-funded food waste composting program, with composting units now delivered to participating communities and training sessions scheduled. Updates were also provided on the HHW program.

4. Finance/Treasurer Report

At approximately three-quarters through the fiscal year, Executive Director Saunders stated that the organization is currently facing a \$45,000 operating deficit, largely due to grant writing efforts which took away from billable project work, though the investment portfolio remains relatively stable. Cash flow was strained for a couple of months resulting from federal payment delays, including outstanding CDFA reimbursements and HUD delays caused by system issues. LRPC has decided to withdraw from NBRC grant management due to struggles with federal framework challenges such as system issues which made administration difficult along with lack of communication and training. It was suggested that we explore additional revenue sources if upcoming USDA and EPA grant applications are not successful.

5. Old Business

- a. At Large Commissioner Vacancy. Chair Ayer announced that Board member Rod Cameron has agreed to fill this position. This will leave his current alternate position vacant, which will be added to next month's meeting agenda. *Executive Administrative Assistant's note: Although not discussed during the meeting, LRPC By-Laws specify that an appointment by the Chair is temporary and remains in effect only until the next election—scheduled for June 23, 2026.*

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6. New Business

- a. Strategic Planning. Executive Director Saunders explained that this item was added to the agenda prematurely and must be set aside until the proposed FY27 budget is more fully developed.
- b. Draft FY27 Budget Review. The full budget is not yet available, but it is expected to be ready in its entirety for next month's Executive Board meeting. A brief discussion followed regarding several anticipated increases, including a 17% rise in healthcare expenses. It was noted that LRPC currently covers 75% of employee health insurance costs.
- c. Staffing Update. Staffing concerns were addressed, noting the current flat structure following Planning Manager Dave Jeffers' departure at the end of last year and the absence of any successionary placement to absorb his responsibilities, as well as the possibility of elevating one of the three junior planners to a senior planner role to provide additional management support to the Executive Director.
- d. Annual Meeting Planning. The Board discussed plans for the upcoming June annual meeting, including potentially inviting *Plan NH* as the keynote speaker to discuss community charrettes. A nominating committee was established consisting of Chair Ayer, Vice Chair Katz, and Secretary Prentice with plans to reach out for Executive Board candidates. An awards committee was also established consisting of Vice Chair Katz, John Christ, and Cristina Ashjian to handle awards nominations.

7. Announcements

- a. LRPC FY25 Annual Report. It was announced that the individual FY25 town reports have been completed and distributed to each member town for inclusion in their annual town reports. It was also noted that LRPC's FY25 Annual Report is also finished and available for review on our website at <https://lakesrpc.nh.gov/annual-reports/>.

8. Adjournment

Chair Ayer adjourned the meeting at 10:00 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

CDFA = Community Development Finance Authority
EPA = Environmental Protection Agency
HHW = Household Hazardous Waste
HUD = Housing and Urban Development

NBRC = Northern Border Regional Commission
UPWP = Unified Planning Work Program
USDA = United States Department of Agriculture

Attachment 2



Monthly Executive Report

Local

- **Gilford HMP.** FEMA is not issuing communications about Hazard Mitigation Plans during the partial government shutdown, but our HSEM representative has indicated that Gilford remains second in the review queue.
- **Holderness Master Plan.** Reviewed Land Use Change maps, finalizing the Conservation and Residential Change maps to be provided to the Master Plan Committee at their next meeting. Finalized the Facilities and Services Chapter after a series of staff interviews. Presented all to the Planning Board at their March Meeting.
- **Moultonborough.** Provided the new Town Planner with information on the Road Safety Audits and ten-year plan process along with support letters for their projects. Continued to work on the HOP grant-funded Zoning Ordinance update.
- **New Hampton.** Completed final update on the Steep Slopes map for New Hampton's Conservation Commission.
- **Sanbornton HOP Master Plan.** Finished drafting the Sanbornton Housing Chapter of the Master Plan, which will be presented to the Master Plan Subcommittee at its next meeting on April 6th.
- **Sandwich HOP Master Plan.** Met with the Chair of the Master Plan Subcommittee to discuss working with them to present the draft Master Plan chapters to the public this summer, including structure of the meetings and strategies for advertising and promoting them.
- **Tamworth.** Attended the Select Board meeting to provide support during NHDOT's presentation on implementing All-Way Stop Control at three intersections in town.
- **Wolfeboro.** Reviewed shoreland permits. Other circuit riding services continue.

Economic Development

- **Grant Administration.** Quarterly billing began for the CDBG Microenterprise Technical Assistance Awards with Grafton County covering January 1 through March 31, 2026. Several Direct Equipment Grants were processed under the Microenterprise Technical Assistance 2025–2026 Award; one for a client of the Grafton Regional Development Corporation (GRDC) and another for a client of the Women's Rural Entrepreneurial Network (WREN). WREN also received approval for a budget line-item modification to their Micro 2025–2026 Technical Assistance award. The CDBG Microenterprise Technical Assistance Financial Management Consultant contract with Capitol CFO+ was paid, and initial meetings were held to begin gathering the financial and program documentation needed to complete closeout for the BEDC Subrecipient.
- **BEDC Colonial Theater Wind Down.** Work continues to close out this massive economic development project with the three arms of residential, commercial and entertainment moving towards self-sufficiency and/or City ownership.

Environmental

- **Brownfields.** Met in Franklin with City Officials and Nobis Engineering to review reuse planning for the Stanley Mill site and to discuss opportunities for community outreach. Also met with representatives of the Tapply Thompson Community Center, Nobis Engineering, Bristol Town Administrator, and EDR to gather information needed to develop

a scope of work for the 90 Lake Street reuse-planning event scheduled for late spring and late summer. Discussed the potential for a new project in Plymouth with the Town Planner. Discussed Ashland Brownfields with NHDES.

Household Hazardous Waste (HHW)

- The season's 9 events have been scheduled and posted on the LRPC website and we have received a total of 21 commitment letters from participating municipalities. Historical HHW participation data was provided to the Tuftonboro Select Board as requested, and we are awaiting their commitment letter. A kickoff meeting with Tradebe is scheduled for the first week of April, with efforts to add Tamworth as a new collection site in progress.

Regional

- **HUD Regional Master Plan.** Online surveys were created for both the Economic Development & Natural Resources chapters, completing the full set of topic surveys needed for the Regional Master Plan update. All four surveys — Transportation, Housing, Economic Development & Natural Resources — are now live, and announcements have been distributed to LRPC Commissioners, municipal planning staff, and Town and City Managers to encourage broad participation. Concurrently, updates to the Census and ACS datasets used in the Regional Housing Needs Assessment are underway to ensure the Housing Chapter reflects the most current demographic and housing trends. A draft outline for the Housing Chapter update is also being developed, establishing a clear framework for revising this section of the Regional Master Plan.
- **Low Impact Development (LID) Ordinance Audit.** Meetings were conducted with both Gilford and Moultonborough to review ordinance audits related to LID language and scoring. Draft ordinance audits were completed for the communities of Gilford, Meredith, Laconia, Moultonborough, and Wolfeboro.
- **CDFA Transformational Planning.** Final grant reporting and invoicing have been submitted, officially closing out the grant. Conversations have started with the other RPCs and CDFA about future projects and funding.

Solid Waste

- **Composting.** A second composting coordinator meeting was held, followed by distribution of promotional materials and outreach ideas to all coordinators. A separate discussion with NHDES staff focused on developing a composting training outline for both residents and solid waste operators.

Transportation

- Directed March TAC meeting and prepared draft meeting minutes.
- Created draft maps for each transportation corridor—NH 11, NH 16, NH 25, NH 28, NH 104, NH 106, and US 3, illustrating roadway networks and existing bike and pedestrian infrastructure, including sidewalks and rail trails. Completed first drafts of freight, flight, and rail report sections for all transportation corridors.
- Launched the Transportation survey, which will provide key input for the Regional Transportation Plan update.
- Met with the Administrator of the NHDOT Bureau of Planning and Community Assistance to discuss LRPC's strategy regarding the 2029–2038 Ten Year Plan and the upcoming project selection cycle.
- Approvals were received from NHDOT for HEB Engineers' Master Contract for on-call transportation engineering services, allowing coordination with engineering staff to begin outlining how their support will be incorporated into the Ten Year Plan process.
- Discussions were held with Plymouth's Town Planner regarding the Smith Bridge Road/NH 25 project to evaluate the need for rescoping and updated cost estimates as part of the Ten-Year Plan process, including whether to utilize

on-call engineering services. It was determined that updated scoping and estimates are required, and the project will be presented to the TAC in April.

- Attended March HSIP and State Coordinating Council for Transit meetings.
- Two submissions were reviewed in response to the RFQ for the Laconia Fixed Route Study, with the highest-scoring firm identified as SRF Consulting. A memo outlining the evaluation and requesting authorization to begin contract negotiations was submitted to NHDOT and approved. The firm's standard contract was subsequently reviewed, followed by a meeting to discuss the details needed for finalizing the agreement and to outline the steps required to move the project into its first phase.
- Email correspondence took place with Laconia's DPW Director regarding the Union Avenue Ten Year Plan project to assess whether a rescoping and updated cost estimates were needed as part of the current process, and to determine the potential use of on-call engineering services. It was concluded that these updates are not required in this cycle.
- Met with Shannon Rogers from UNH to discuss the Outdoor Economy Academy.
- Reviewed and scored three transportation bridge projects for consideration under the USDOT FLAP funding program.

Training & Conferences, etc.

- Attended March's Interagency Meeting.
- Attended Complete Streets Subcommittee meeting on U.S. bicycle routes and March's Complete Streets Advisory Committee meeting.

ACRONYMS

ACS	American Community Survey
BEDC	Belknap Economic Development Council
CDBG	Community Development Block Grant
CDFA	Community Development Finance Authority
DPW	Department of Public Works
FEMA	Federal Emergency Management Agency
GRDC	Grafton Regional Development Corporation
HMP	Hazardous Mitigation Plan
HOP	Housing Opportunity Program
HSEM	New Hampshire Homeland Security & Emergency Management
HSIP	Highway Safety Improvement Program
HUD	Department of Housing & Urban Development
LID	Low Impact Development
LRPC	Lakes Region Planning Commission
MicroTA	Microenterprise Technical Assistance
NHDES	NH Department of Environmental Services
NHDOT	NH Department of Transportation
RFQ	Request for Qualifications
RPC	Regional Planning Commission
TAC	Transportation Advisory Committee
TYP	Ten-Year Plan
UNH	University of New Hampshire
USDOT FLAP	United States Department of Transportation Federal Land Access Programs

Attachment 3



The State of New Hampshire
Department of Environmental Services



Robert R. Scott, Commissioner

January 15, 2026

Shanna Saunders
Lakes Region Planning Commission
103 Main Street, Suite #3
Meredith, NH 03253

Subject: 2026 Local Source Water Protection Program Grant: SWP-395

Dear Shanna Saunders:

Congratulations on your successful application to the 2026 Local Source Water Protection Grant Program to complete work described in the *Lakes Region Drinking Water Protection Work in Wolfeboro and Ashland* grant application. The Department of Environmental Services intends to award **\$30,000** to the Lakes Region Planning Commission for this important project.

To award the grant funds, we must enter into a grant agreement, approved by the Governor and Council. Enclosed is the grant agreement paperwork. **Please review these documents carefully.** If everything is satisfactory, please submit the following:

- 1. Original, signed, and initialed grant agreement and Exhibits (attached).**
Please print the grant agreement and exhibits **single-sided**.
- 2. Original, signed Certificate of Vote of Authorization (example attached).**
- 3. Certificate of Insurance.**

The Certificate Holder should be "State of New Hampshire, Department of Environmental Services, 29 Hazen Drive, PO Box 95, Concord, NH 03302-0095."

Once the required paperwork is submitted, the process will begin for Governor and Council approval. **Please note work cannot be completed until approval from the Governor and Council is received.** Applicants are requested to make a good faith effort to utilize disadvantaged businesses for any services, equipment and/or supplies purchased. A list of disadvantaged businesses is available at <http://www.nh.gov/dot/business/contractors.htm>. We look forward to working with you on your source water protection project. Please contact me at 603-271-2950 or Melissa.E.Lang@des.nh.gov if you have any questions.

Sincerely,

Melissa Lang
Drinking Water and Groundwater Bureau

Attachment 4

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SLATE OF EXECUTIVE BOARD MEMBERS & OFFICERS ELECTION BALLOT

TO: LRPC Commissioners
SUBJECT: Slate of Candidates — Election of Executive Board & Officers for FY27

The Lakes Region Planning Commission submits the following slate of candidates for Executive Board Members and Officers for FY27.

Please complete and return the ballot by e-mail to execadmin@lakesrpc.nh.gov PRIOR TO the June 22, 2026 Annual Meeting.

POSITION (1-YEAR TERM)	CANDIDATE RESIDENCE LRPC SUBREGION AREA	VOTE FOR ONE CANDIDATE FOR EACH POSITION	CHECK 'ALL' TO CHOOSE SLATE AS PRESENTED
Officers			
			ALL <input type="checkbox"/>
Chairman	John Ayer Gilford (4)		
Vice-Chairman	David Katz New Hampton (2)		
Secretary	Lianne Prentice Tamworth (3)		
Treasurer	David Kerr Barnstead (4)		
Write-in:	Name:	Position:	Municipality:
POSITION (2-YEAR TERM)	CANDIDATE RESIDENCE	VOTE FOR ONE CANDIDATE FOR EACH AREA	CHECK 'ALL' TO CHOOSE SLATE AS PRESENTED
Area Commissioners			
			ALL <input type="checkbox"/>
LRPC Subregion Area 1	Bill Bolton Plymouth		
LRPC Subregion Area 2	Cristina Ashjian Moultonborough		
LRPC Subregion Area 3	Phillip Villari Ossipee		
LRPC Subregion Area 4	Tyler Carmichael Laconia		
Write-in:	Name:	Area:	Municipality:

Continued on other side.

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POSITION (2-YEAR TERM)	CANDIDATE RESIDENCE LRPC SUBREGION AREA	VOTE FOR FOUR CANDIDATES FOR THIS POSITION	CHECK ALL TO CHOOSE SLATE AS PRESENTED
At Large Commissioners			ALL <input type="checkbox"/>
	Jane Alden Tilton (1)		
	Roderick Cameron Belmont (4)		
	John Christ Plymouth (1)		
	Mark Hildebrand Center Harbor (2)		
Write-in:	Name:		Municipality:
POSITION (2-YEAR TERM)	CANDIDATE RESIDENCE/ LRPC SUBREGION AREA	VOTE FOR TWO CANDIDATES FOR THIS POSITION	CHECK ALL TO CHOOSE SLATE AS PRESENTED
Alternates			ALL <input type="checkbox"/>
	Stephanie Maltais Meredith (2)		
	<i>Vacant</i>		
Write-in:	Name:		Municipality:

From the LRPC By-Laws, as amended October 2023:

8.3 Election of Executive Board & Terms of Office

8.3.1 Officers

In accordance with RSA 36:48, the Chair, Vice Chair, Secretary, and Treasurer shall be elected annually. Elections shall be held every year in the same manner as the Executive Board members defined in Section 8.3.2 below.

8.3.2 Area and At Large Commissioners

Area and At Large Commissioners of the Executive Board shall be elected by the affirmative written ballots of a majority of the Commissioners voting at the annual meeting every two (2) years. Commissioners may vote for any qualified Commissioner, whether or not nominated by the Nominating Committee. In the event of a tie, the office will be determined by lot. The results of the ballots shall be totaled and announced at said meeting.

8.3.3 Executive Board Alternates

The Commission may also elect up to two (2) alternate members to serve on the Executive Board who shall have all the rights and responsibilities of an Executive Board member, including attendance at Executive Board meetings, but who shall only become a voting member when seated by the Chair to fill a vacancy in order to

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achieve a quorum. Alternates shall be elected every two (2) years in conjunction with and in the same manner as the Executive Board members defined in Section 8.3.2 above.

8.3.4 Executive Board Terms of Office

The term of office for Executive Board officers shall begin immediately after the annual meeting at which they are declared elected, and shall end immediately after the annual meeting of the following year; officers shall hold office until their successors have been elected and assume the duties of the office.

The term of office for Area Commissioners, At Large Commissioners, and Alternates shall begin immediately after the annual meeting at which they are declared elected and shall continue for two (2) years ending immediately after the annual meeting of the next election.

Designations for Area Commissioners write-ins:

AREA	MUNICIPALITY	COUNTY
1	Alexandria	Grafton
	Andover	Merrimack
	Bridgewater	Grafton
	Bristol	Grafton
	Danbury	Merrimack
	Franklin	Merrimack
	Hebron	Grafton
	Hill	Merrimack
	Northfield	Merrimack
	Plymouth	Grafton
	Tilton	Belknap

AREA	MUNICIPALITY	COUNTY
2	Ashland	Grafton
	Center Harbor	Belknap
	Holderness	Grafton
	Meredith	Belknap
	Moultonborough	Carroll
	New Hampton	Belknap
	Sandwich	Carroll

AREA	MUNICIPALITY	COUNTY
3	Effingham	Carroll
	Freedom	Carroll
	Ossipee	Carroll
	Tamworth	Carroll
	Tuftonboro	Carroll
	Wolfboro	Carroll

AREA	MUNICIPALITY	COUNTY	
4	Alton	Belknap	
	Barnstead	Belknap	
	Belmont	Belknap	
	Gilford	Belknap	
	Gilmanton	Belknap	
	Laconia	Belknap	
	Sanbornton	Belknap	

Attachment 5

FY26 Prop Budget

	FY27 Budget	Comments
tu	Proposal	
Ordinary Income/Expense		
Income		
4010 · Contract Income		
	\$ 10,000.00	280 · USDA Composting [03/01/25 - 02/28/27]
	\$ 20,800.00	308 · Wolfeboro Circuit Rider 4 hours per week through June 30, 2027@ \$100.00 per hour
	\$ 8,000.00	323 HOP - Moultonborough (12 Months 09/30/26)
	\$ 10,000.00	324 HOP -Sandwich (12 Months 09/31/26)
	\$ 10,000.00	325 HOP - Sanbornton (12 Months 09/31/26)
	\$ -	327 · Holderness Master Plan 12/31/26
	\$ 11,869.00	444 · Pardoe
	\$ 50,000.00	460 · CDBG Grafton County Microenterprise Technical Assistance FY26/27 FY 27 portion of 75K.
	\$ 30,000.00	NHDES Source Water Protection
	\$ 7,594.00	Tuftonborough HMP
	\$ 30,000.00	456 · CDBG Grafton County Microenterprise Technical Assistance FY25/26 Remaining balance. Ends 12-31-26
	\$ 12,000.00	457 · NH Charitable Foundation
	\$ 75,000.00	26-27 USDA Solid Waste Management 75% of 100K
	\$ 4,450.00	215 · PRLAC
	\$ 150,000.00	26-26 Grafton Co. Brownfields 33% of 450K
	\$ 7,000.00	Tamworth MP
	\$ 500.00	436 · NBRC Gale School Belmont
	\$ 1,000.00	438 · NBRC Town of Hebron
	\$ 20,000.00	443 · FY24/25 EPA Brownfields (Oversight) 33% of remaining contract
	\$ 50,000.00	450 · HUD Region Plan Shaheen Ear Mark
	\$ 100,000.00	451 · FY24/25 EPA Brownfields (Contractual to Nobis) 33% of remaining contract
	\$ 250,000.00	726 · UPWP FY26/27 Budgeted Income [50% of Personnel plus anticipated expenses - ESRI, consultant, travel, on-call engineer, and traffic equipment] UPWP Includes NHDOT FTA 5305e Transit Plan
4020 · HHW Income		
4021 · HHW Local Income	\$ 170,218.00	HHW Total - \$165,268 to Tradebe and \$4,950 for Site Stipends
4022 · HHW State Income	\$ 16,500.00	NHDES HHW Per Grant Application Submitted (LRPC - \$14,668 and Wolfeboro - \$2,262)
4045 · Interest & Dividends - Invest		Dividends, Interest, and Unrealized Gains Earned on Vanguard and NH PDIP Investments
4050 · Miscellaneous Income		
4053 · Annual Meeting	\$ 9,600.00	80 attendees (minus staff and awardees) @ \$70 Includes \$4,000 in Sponsorships
4060 · Local Appropriation Dues ⁽¹⁾	\$ 176,913.00	2.4% CPI Increase
4071 · Land Use Book Sales	\$ 1,200.00	Net Sale Income
4090 · Fund Balance		
Total Income	\$ 1,232,644.00	\$1,007,644.00
Expense		
6030 · Custodian	\$ 5,230.00	52 Weeks @ \$90.00 per Week plus Fall Window Cleaning
6050 · Education & Training	\$ 5,000.00	
6060 · Equipment Maintenance		
6062 · Equip. Maint	\$ 15,924.00	LRC \$1327 per month * 12 months
6063 · Computer Maint.	\$ 1,000.00	unforeseen computer issues
6061 · Equipment Purchases	\$ 4,500.00	computer upgrades x 3 computers
6070 · HHW Expense		
6072 · HHW Contractors	\$ 170,218.00	22 Community Participation
6080 · Insurance - Bonds & Business	\$ 5,000.00	Business Owner's and Commercial Umbrella Policies
7010 · Publishing/Memberships/Meetings		
7011 · Annual Meeting	\$ 11,000.00	Rental of Facilities and Caterer
7012 · Memberships	\$ 3,000.00	APA NNECAPA NHMA NHPA NHARPC
7013 · Commissioner/Other Meetings	\$ 1,250.00	
7015 · Publications, Subscriptions	\$ 200.00	

FY26 Prop Budget

	FY27 Budget	
	Proposal	Comments
6064 · Postage Fee	\$ 375.00	Stamps.com (\$29.99 per month)
7062 · Postage	\$ 600.00	Includes postage for Annual Meeting
7070 · Professional Services		
7072 · Consultant	\$ 127,000.00	UPWP On-Call Engineer Budget (\$27,000) Brownsfield Consultant (\$100,000)
7073 · USDA Expenses	\$ -	Composting Units
7075 · Payroll Service	\$ 1,000.00	
Total 7070 · Professional Services		
7071 · Audit	\$ 14,000.00	
7074 · Legal	\$ 3,000.00	
7080 · Rent	\$ 10,800.00	\$900 per Month Thru June 2027 per agreement
7090 · Traffic Equipment	\$ 13,000.00	15 Traffic Counters @ \$450 Each JAMAR Equipment Repairs Traffic Count Supplies (tubing, etc)
8010 · Travel Expense	\$ 8,000.00	UPWP/HUD/HOP/Circuit Riding
8050 · Utilities		
6090 · Internet Land Line	\$ 5,800.00	FirstLight (\$298.75/mo) NH Windfall (\$1,200) DreamHost (\$160) Network Solutions (\$750)
8051 · Utilities-Propane	\$ 4,000.00	
8052 · Cellphone	\$ 6,300.00	Nextiva and Verizon Wireless
8053 · Electric	\$ 2,750.00	
8060 · Vehicle O&M	\$ 6,000.00	Insurance Policy Fuel Usage Maintenance (UPWP)
Total Expense	\$ 1,158,724.09	
Net Ordinary Income	\$ 73,919.91	