

LAKES REGION PLANNING COMMISSION

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



LRPC Executive Board Meeting

Minutes of April 8, 2026

Approved May 13, 2026

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

1. Call to Order

Chair Ayer welcomed everyone and called the meeting to order at 9:01 AM. A quorum was established.

2. Minutes

Minutes of the November 12, 2025 and the March 11, 2026 Executive Board meetings were presented for approval. A motion was made by John Christ to approve the minutes as submitted, seconded by Secretary Prentice. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Report

A formal report was not available for this meeting as the Finance Administrator has been on vacation. However, Executive Director Saunders did mention that there have been no significant changes since last month and we are maintaining stability. She also spoke about several new funding opportunities that have emerged in the past week, including a second round of NH Charitable Foundation funding for stormwater audits, potential CDBG grant administration work with a developer, and a partnership with the Community Loan Fund to provide technical assistance to manufactured housing parks on infrastructure planning and co-op conversions. EPA and USDA grants remain pending.

4. Monthly Executive Report

HOP Master Plans are ongoing in Sandwich, Moultonborough, and Tamworth. Work on hazard mitigation plans continues as well, with the Gilford plan now progressing following FEMA funding approval. Grant administration activities were highlighted. The Belknap Economic Development Council/Colonial Theater complex project is nearing completion and is expected to go to City Council mid-April. Brownfields reuse planning is moving forward in Bristol, Ashland, Franklin, and Plymouth. The household hazardous waste collection event is fully committed and scheduled. All available residential slots have been filled for the composting pilot program, and the training schedule has been set. This program looks to be a huge success; unfortunately, funding to continue is not available this year. Regional master plan survey participation was noted to have a lackluster response to the last survey disbursed – Economic Development & Natural Resources – despite strong input at the start. Board members were asked to help promote the surveys to local boards and commissions before mid/late May. Transportation initiatives include the traffic counting program for spring/summer and CMAQ grant funding for intersection improvements which are available summer through fall. The ten-year transportation plan was discussed with the Plymouth project having been restored by Executive Council after being dropped by DOT. Route 25 projects are moving forward with engineering despite construction funding cuts. Next year's submittals remain on hold.

5. Old Business

- a. Alternate Vacancy. Tabled until next meeting.
- b. Annual Meeting Update. Plan NH has been confirmed as our guest speaker with an enthusiastic response. They will present on charrettes generally, their Lakes Region history, and feature the Belmont Mill project. After discussion, a motion was made by Secretary Prentice to set the ticket cost for this year at \$75 which was seconded by Jane Alden. A

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voice vote was taken indicating all present were in favor. **Motion passed.** This is an increase of \$5 over last year due to a rise in food costs of about 6%. Sponsorship strategy and tier levels were reviewed. A motion was presented to eliminate the lowest sponsorship tier (under \$250) by Cristina Ashjian, seconded by Jane Alden. A voice vote was taken indicating all present were in favor. **Motion passed.** Outreach for award nominations is lacking. With a targeted deadline of May 4th to submit these, Board members were encouraged to spread the word through community boards, emails, and announcements at board/committee meetings. The possibility of converting the annual meeting into more of a fundraising event was brought up with a suggestion that a subcommittee could be formed to explore this idea.

6. New Business

- a. NH DES Source Water Protection Grant. A motion to approve and accept a \$30,000 Source Water Protection Grant was made by Rod Cameron with a second being provided by Secretary Prentice. A voice vote was taken indicating all present were in favor. **Motion passed.**
- b. Draft Election Ballot. Chair Ayer asked to have his name removed from the election ballot as he looks towards retirement and suggested that Vice Chair Katz and Secretary Prentice move up the ladder, respectively.
- c. Draft FY27 Budget Proposal Review. The FY27 budget was reviewed and concern was expressed that a deficit would occur if the USDA & Brownfields grants were not awarded. In that event, it is anticipated that the potential new funding opportunities mentioned in the finance report above could help mitigate the impact. However, reserve funds are available to cover any potential shortfall if necessary. Also noted was rising healthcare costs as well as the inclusion of cost-of-living and merit increases for staff. Final budget approval is expected next month pending resolution of several outstanding unknowns.

7. Announcements

None.

8. Adjournment

Chair Ayer adjourned the meeting at 10:43 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

CDBG = Community Development Block Grant
CMAQ = Congestion Mitigation and Air Quality
EPA = Environmental Protection Agency

FEMA = Federal Emergency Management Agency
HOP = Housing Opportunity Program
USDA = United States Department of Agriculture