

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, June 10, 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 May 13, 2026** (*actionable items*) *Attachment 1*
3. **Finance/Treasurer Report** *Attachment 2*
4. **Monthly Executive Report** (*May*) *Attachment 3*
5. **Old Business**
 - a. Annual Meeting Update
6. **New Business**
 - a. CDBG Grant Opportunities
 - b. Town Communications/Commission Meetings *Attachment 4*
7. **Announcements**
8. **Adjourn**

NEXT MEETING: September 9, 2026
HAVE A FANTASTIC SUMMER!!!

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

103 Main Street, Suite #3
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LRPC Executive Board Meeting Minutes of May 13, 2026

PRESENT	Cristina Ashjian, John Ayer (Chair), Rod Cameron, Tyler Carmichael, John Christ, David Katz (Vice Chair), David Kerr (Treasurer), Lianne Prentice (Secretary), Phil Villari
ABSENT	Jane Alden (E), Bill Bolton (E), Stephanie Maltais [alternate]
STAFF	Linda Waldron (Executive Administrative Assistant), Danielle Scadova-Vose (Regional Planner), Glenn Trefethen (Transportation Planner)
LOCATION	LRPC Office, 1 st Floor Conference Room, Meredith

1. Call to Order

Chair Ayer welcomed everyone and called the meeting to order at 9:00 AM. A quorum was established. Chair Ayer announced that Executive Director Saunders was not well and would not be joining us.

2. Minutes

Minutes of the April 8, 2026 Executive Board meeting was presented for approval. A motion was made by Tyler Carmichael to approve the minutes as submitted, seconded by John Christ. A voice vote was taken; David Katz and Phil Villari abstained, and all other members present voted in favor. **Motion passed.**

3. Finance/Treasurer Report

Finance Administrator Carl Carder reported that the organization's Vanguard investments saw strong gains this month, helping to offset the losses of last month. Expenses exceeded income, though both categories remain under budget overall. Education and training costs were above budget due to required conference registrations, but 64% of this was covered by grant funding. Vehicle maintenance costs were also higher than usual, primarily due to the age of the vehicle; however, this expense is fully reimbursable through the UPWP grant. April deficits are typical in the budget cycle, although this year's deficit is smaller than last year's April deficit.

4. Monthly Executive Report

In Executive Director Saunders' absence, Vice-Chair Katz highlighted the substantial progress underway in the Brownfields Assessments and noted the successful rollout of the composting program, which recently received positive coverage in the Laconia Daily Sun. Chair Ayer also reported that Gilford's HMP has now received final approval.

5. Old Business

- a. Executive Board Vacancies. Chair Ayer announced that Mark Hildebrand has resigned from the Center Harbor Planning Board as well as from his roles as commissioner and Executive Board member at LRPC. Recruitment strategies to fill the three open positions on the Board were discussed. With Chair Ayer not seeking reappointment, Vice-Chair Katz will run for Chair and Secretary Prentice will run for Vice-Chair, leaving the Secretary position open. After further discussion, Tyler Carmichael agreed to run for Secretary. This leaves the Area 4 Commissioner seat vacant, an At Large seat vacant (left by Hildebrand), and an Alternate seat.

Although not on the Agenda, Regional Planner Danielle Scadova-Vose was called upon to provide an update on the Regional Master Plan. Danielle reported on the survey progress, stating that the Transportation survey received 190 responses before closing, the Housing survey closed with about 80 responses, and the combined Economic Development and Natural Resources survey which remains open currently has 49 responses. The plan is to have drafts for the Transportation, Housing, Economic Development, and Natural Resources chapters by July, incorporating data from various sources including the recent surveys and the 2023 Regional Housing Needs Assessment.

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b. Annual Meeting Update. Executive Administrative Assistant Waldron stated that invitations were circulated on May 10th via email along with approximately 20 hard copy invitations to select officials. Current sponsorships total only \$1,750. Board members were encouraged to reach out for additional sponsors. Cristina Ashjian reported that the Awards Committee received a total of 8 nominations for the 3 award categories from 5 towns: Franklin, Tamworth, Tuftonboro, Tilton, and New Hampton. The Committee will gather after the conclusion of this meeting to determine the winners.

6. New Business

a. Draft FY27 Budget Proposal Review. Vice-Chair Katz presented the draft budget, characterizing it as “fragile” due to two uncertain (highlighted) revenue sources: the USDA Solid Waste Grant which has a 30% probability of being awarded and the Grafton County Brownfields Grant which has an 80% probability of being awarded. If both are awarded, we will be near a \$1 million total budget. Transportation funding and other non-highlighted items are confirmed. Better clarity is expected in July or August regarding grant awards. The Board consensus was approval of the draft budget with a formal vote to be taken at a later meeting after grant award decisions and adjustments.

Again, although not on the Agenda, Transportation Planner Glenn Trefethen was called upon to provide Brownfields and Transportation updates. He noted that while most Brownfields funds have been allocated (Franklin & Bristol), there remains \$150,000 available for new projects, with potential work identified in communities such as Ashland. The Tamworth project closed out with funds returned. Upcoming transportation projects were reviewed including traffic counting starting in June and new contracts with Andover for CCDS and RSMS work. The new Grafton County Brownfields Grant, if received, will focus on housing development opportunities and Brownfield remediation connection. Of mention was the Laconia Fixture Feasibility Study awaiting NHDOT approval; the Plymouth–Smith Bridge Road project which is being rescoped after reinstatement without funding; and Tilton seeking CMAQ support for a proposed Route 3 & 11 multi-use path.

7. Announcements

Two other Commissioners have stepped down: Wolfeboro Commissioner Roger Murray and Tilton Alternate Commissioner Nathan Langione chose not to seek reappointment after their terms expired. Given the growing number of commissioner vacancies (currently 7 towns have no representation), a discussion ensued concerning the challenges with commissioner attendance and participation. An action item assigned to Executive Administrative Assistant Waldron was to distribute current fiscal year attendance records to all Executive Board members. The possibility of engaging county commissioners to provide additional representation was suggested. Action items were assigned to Executive Director Saunders to follow up on this recommendation and to reach out to towns with vacancies to recruit new commissioners.

The next Commissioner meeting will be this coming Monday, May 17th, which is 1 week earlier due to the Memorial Day holiday and will be held in the Gilford Public Library.

8. Adjournment

Chair Ayer adjourned the meeting at 10:08 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

CCDS = Culverts & Closed Drainage Systems
CMAQ = Congestion Mitigation and Air Quality
DOT = Department of Transportation
HMP = Hazard Mitigation Plan

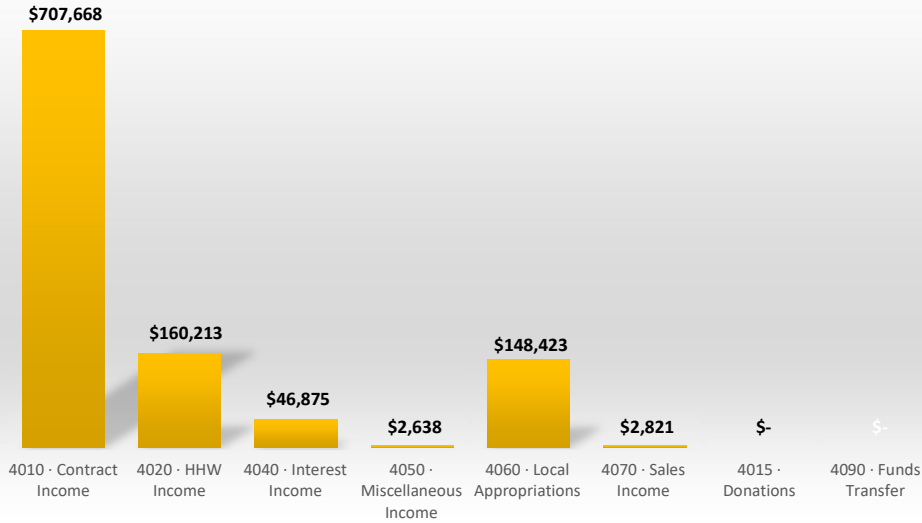
RSMS = Road Surface Management System
UPWP = Unified Planning Work Program
USDA = United States Department of Agriculture

Attachment 2

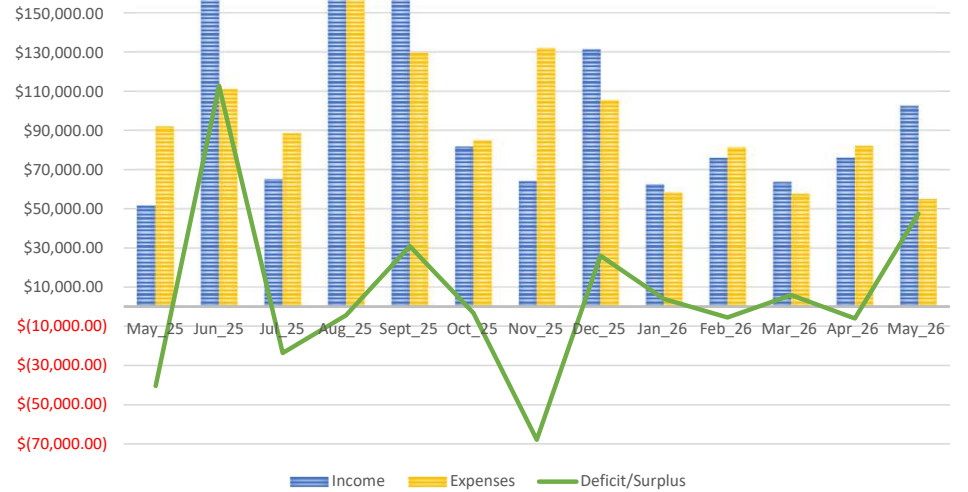
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Lakes Region Planning Commission - Dashboard

Revenue by Source Type



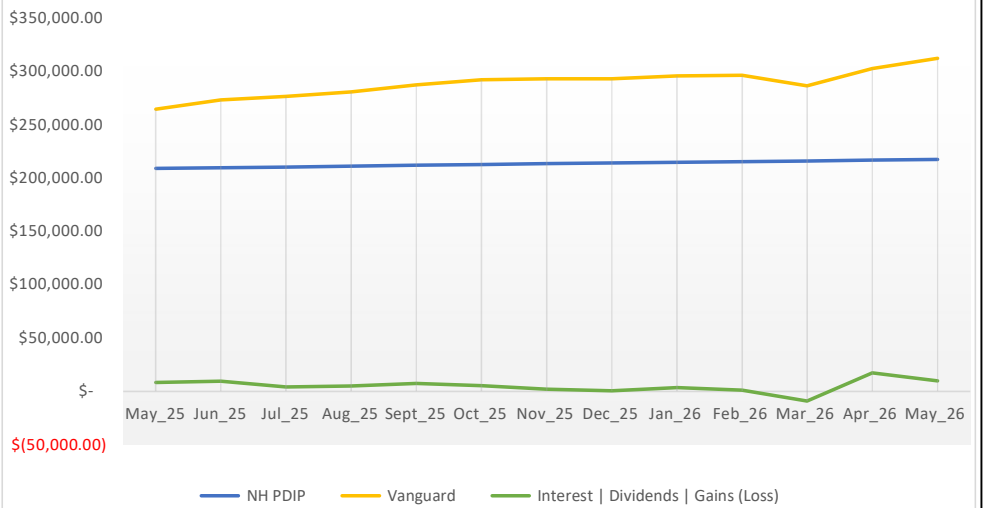
Income | Expenses | Deficit/Surplus by Month



YTD Operating Results



Vanguard and NH PDIP Investments



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Lakes Region Planning Commission
 STATEMENT OF FINANCIAL POSITION
 As of May 31, 2026

	<u>May 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
1011.00 · Operating Account	9,396.23
1020.00 · Gift Cards	73.87
1040.00 · Petty Cash	150.00
1070.01 · Money Market	133,164.07
1071.00 · Savings	2,247.73
Total Checking/Savings	<u>145,031.90</u>
Accounts Receivable	
1110.00 · Accounts Receivable	208,462.22
Total Accounts Receivable	<u>208,462.22</u>
Other Current Assets	
1451.00 · Prepaid Postage	62.34
1452.00 · Bulk Mail Permit 98	30.46
1510.00 · Vanguard Investments	311,294.98
1580.00 · NH PDIP	216,774.63
Total Other Current Assets	<u>528,162.41</u>
Total Current Assets	<u>881,656.53</u>
TOTAL ASSETS	<u>881,656.53</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	5,879.25
Credit Cards	233.87
Other Current Liabilities	
2130.00 · Payroll Liabilities	2,813.79
2350.00 · Deferred and Unearned Revenue	
2351.00 · Deferred Town Assessment	118,513.00
2352.00 · Deferred HHW Income	107,317.00
2353.00 · Deferred Other Income	18,048.59
Total 2350.00 · Deferred and Unearned Revenue	<u>243,878.59</u>
Total Other Current Liabilities	<u>246,692.38</u>
Total Current Liabilities	<u>252,805.50</u>
Total Liabilities	252,805.50
Equity	
3110.00 · Unrestricted Net Assets	625,182.07
Net Income	3,668.96
Total Equity	<u>628,851.03</u>
TOTAL LIABILITIES & EQUITY	<u>881,656.53</u>

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Lakes Region Planning Commission
FY26 Budget Performance
May 31, 2026

	Fiscal Year (26)-to-Date			
	FY26 Approved Annual Budget	FY26 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Income				
4010 · Contract Income	\$ 945,552	\$ 707,668	\$ (237,884)	74.84%
4020 · HHW Income	\$ 172,203	\$ 160,213	\$ (11,990)	93.04%
4040 · Interest Income	\$ 30,000	\$ 46,875	\$ 16,875	156.25%
4050 · Miscellaneous Income	\$ 9,600	\$ 2,638	\$ (6,962)	27.47%
4060 · Local Appropriations	\$ 161,916	\$ 148,423	\$ (13,493)	91.67%
4070 · Sales Income	\$ 1,350	\$ 2,821	\$ 1,471	208.99%
4015 · Donations	\$ -	\$ -	\$ -	
4090 · Funds Transfer	\$ -	\$ -	\$ -	
Total Income (est.)	\$ 1,320,621	\$ 1,068,638	\$ (251,983)	80.92%
			Target:	91.67%
Expense				
6030 · Custodian	\$ 5,230	\$ 3,995	\$ 1,235	76.39%
6050 · Education and Training	\$ 2,000	\$ 8,319	\$ (6,319)	415.95%
6060 · Equipment Maintenance	\$ 22,860	\$ 21,736	\$ 1,124	95.08%
6070 · HHW Expense	\$ 155,273	\$ 147,512	\$ 7,761	95.00%
6080 · Insurance - Bonds and Business	\$ 3,680	\$ 3,512	\$ 168	95.43%
7010 · Publishing/Memberships/Meetings	\$ 15,450	\$ 5,347	\$ 10,103	34.61%
7020 · Miscellaneous Expense	\$ 750	\$ 1,896	\$ (1,146)	252.82%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 18,480	\$ 18,594	\$ (114)	100.62%
7050 · Payroll Expenses	\$ 775,347	\$ 595,180	\$ 180,167	76.76%
7060 · Postage and Printing	\$ 675	\$ 845	\$ (170)	125.19%
7070 · Professional Services	\$ 271,700	\$ 214,017	\$ 57,683	78.77%
7080 · Rent	\$ 9,672	\$ 8,866	\$ 806	91.67%
7090 · Traffic Equipment	\$ 6,750	\$ 7,964	\$ (1,214)	117.98%
8010 · Travel Expense	\$ 7,500	\$ 6,470	\$ 1,030	86.26%
8050 · Utilities	\$ 17,125	\$ 15,165	\$ 1,960	88.56%
8060 · Vehicle O&M	\$ 2,479	\$ 5,551	\$ (3,072)	223.90%
Total Expense	\$ 1,315,971	\$ 1,064,969	\$ 251,002	80.93%
			Target:	91.67%
Net Income	\$ 4,650	\$ 3,669		

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Lakes Region Planning Commission FY26 Budget Performance May 31, 2026

	Fiscal Year (26)-to-Date			
	FY26 Approved Annual Budget	FY26 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Membership	161,916	148,423	(13,493)	91.67%
Local Contracts				
PRLAC	\$ 4,450	\$ 1,000	\$ (3,450)	22.47%
Wolfeboro Circuit Rider	\$ 17,930	\$ 43,255	\$ 25,325	241.24%
Wolfeboro Shoreland Permits		\$ 10,914	\$ 10,914	
Laconia HMP	\$ 2,160	\$ 2,400	\$ 240	111.11%
Moultonborough HOP Master Plan	\$ 15,875	\$ 3,174	\$ (12,701)	19.99%
Sandwich HOP Master Plan	\$ 11,500	\$ 2,294	\$ (9,206)	19.95%
Sanbornton HOP Master Plan	\$ 18,475	\$ 20,592	\$ 2,117	111.46%
Gilford HMP	\$ 2,400	\$ 2,160	\$ (240)	90.00%
Holderness Master Plan	\$ 15,000	\$ 11,416	\$ (3,584)	76.11%
Andover CCDS and RSMS		\$ 13,778	\$ 13,778	
NBRC LRCD Gale School Project	\$ 1,044	\$ 1,403	\$ 359	134.38%
NBRC Town of Hebron	\$ 2,175	\$ 2,473	\$ 298	113.69%
Pardoe	\$ 11,869		\$ (11,869)	0.00%
NBRC Adaptive Sports		\$ 3,085	\$ 3,085	
NBRC GALA Community Center		\$ 2,890	\$ 2,890	
NBRC LR Model Railroad Museum		\$ 1,325	\$ 1,325	
CDBG Grafton County Micro Enterprise	\$ 69,106	\$ 10,681	\$ (58,425)	15.46%
NBRC Laconia WOW Opechee Loop		\$ 2,005	\$ 2,005	
CDBG Grafton County Micro Enterprise	\$ 45,100	\$ 41,013	\$ (4,087)	90.94%
NH Charitable LID	\$ 25,000	\$ 18,820	\$ (6,180)	75.28%
NH Recycles		\$ 640	\$ 640	
NBRC Potential Spring Grants	\$ 34,000		\$ (34,000)	0.00%
Subtotal	\$ 276,084	\$ 195,318	\$ (41,227)	70.75%
State / Federal Contracts				
USDA Composting Grant	\$ 87,300	\$ 68,455	\$ (18,845)	78.41%
DOS HSEM - Gilmanton	\$ 6,000	\$ 6,000	\$ -	100.00%
DOS HSEM - Moultonborough	\$ 6,000	\$ 6,000	\$ -	100.00%
DOS HSEM - Wolfeboro	\$ 2,250	\$ 1,800	\$ (450)	80.00%
DOS HSEM - Andover	\$ 1,500	\$ 1,500	\$ -	100.00%
EPA FY24/25 Brownfields	\$ 135,000	\$ 141,809	\$ 6,809	105.04%
CDFA Transformation Planning Grant	\$ 30,400	\$ 50,136	\$ 19,736	164.92%
USDA Solid Waste Management FY25	\$ 9,500	\$ 9,550	\$ 50	100.53%
DOT UPWP FY 26 / 27	\$ 309,965	\$ 185,787	\$ (124,178)	59.94%
HUD Region Plan (Sheeheen Ear Mark)	\$ 81,553	\$ 41,313	\$ (40,240)	50.66%
Subtotal	\$ 669,468	\$ 512,350	\$ (157,117)	76.53%
Total 4010 - Contract Income	\$ 945,552	\$ 707,668	\$ (198,344)	74.84%
Other Income				
4020 - HHW	\$ 172,203	\$ 160,213	\$ (11,990)	93.04%
4021 - HHW Local	\$ 155,273	\$ 145,545	\$ (9,728)	93.73%
4022 - DES HHW	\$ 16,930	\$ 14,668	\$ (2,262)	86.64%
4015 - Donations		\$ -	\$ -	
4040 - Interest & Dividends	\$ 30,000	\$ 46,875	\$ 16,875	156.25%
Land use book sales / GIS	\$ 1,350	\$ 2,821	\$ 1,471	208.99%
Other/Misc Income/Annual Meeting	\$ 9,600	\$ 2,638	\$ (6,962)	27.47%
Fund Balance		\$ -	\$ -	
Subtotal	\$ 213,153	\$ 212,547	\$ (606)	99.72%
TOTAL	\$ 1,320,621	\$ 1,068,638	\$ (212,443)	80.92%
			Target:	91.67%

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Lakes Region Planning Commission
FY26 Budget Performance
May 31, 2026

Expense Account	Fiscal Year (26)-to-Date			
	FY26 Approved Annual Budget	FY26 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
6030 · Custodian	\$ 5,230	\$ 3,995	\$ 1,235	76.39%
6050 · Education and Training	\$ 2,000	\$ 8,319	\$ (6,319)	415.95%
6060 · Equipment Maintenance	\$ 22,860	\$ 21,736	\$ 1,124	95.08%
6062 · Equipment/Computer Maintenance	\$ 19,860	\$ 18,223	\$ 1,637	91.76%
6061 · Equipment Purchases	\$ 3,000	\$ 3,513	\$ (513)	117.10%
6070 · HHW Expense	\$ 155,273	\$ 147,512	\$ 7,761	95.00%
6080 · Insurance - Bonds and Business	\$ 3,680	\$ 3,512	\$ 168	95.43%
7010 · Publishing/Memberships/Meetings	\$ 15,450	\$ 5,347	\$ 10,103	34.61%
7020 · Miscellaneous Expense	\$ 750	\$ 1,896	\$ (1,146)	252.82%
7030 · Office Improvements	\$ 1,000	\$	\$ 1,000	0.00%
7040 · Office Expense	\$ 18,480	\$ 18,594	\$ (114)	100.62%
7043 · Copier Lease	\$ 5,000	\$ 3,675	\$ 1,325	73.51%
7041 · Supplies	\$ 13,480	\$ 14,919	\$ (1,439)	110.67%
7050 · Payroll Expenses	\$ 775,347	\$ 595,180	\$ 180,167	76.76%
7051 · Salaries and Wages	\$ 573,349	\$ 437,633	\$ 135,716	76.33%
7052 · Health, Dental, Disability, Life & Unemp	\$ 102,145	\$ 83,256	\$ 18,889	81.51%
7055 · Retirement Fund	\$ 54,756	\$ 42,258	\$ 12,498	77.17%
7057 · Payroll Taxes	\$ 45,096	\$ 32,033	\$ 13,063	71.03%
7060 · Printing & Postage	\$ 675	\$ 845	\$ (170)	125.19%
7070 · Professional Services	\$ 271,700	\$ 214,017	\$ 57,683	78.77%
7071 · Audit	\$ 12,000	\$ 12,000	\$ -	100.00%
7072 · Contracted Services	\$ 194,000	\$ 150,894	\$ 43,106	77.78%
7073 · USDA Expenses	\$ 62,300	\$ 49,560	\$ 12,740	79.55%
7074 · Legal	\$ 2,000	\$ 100	\$ 1,900	5.00%
7075 · Payroll Service	\$ 1,400	\$ 1,463	\$ (63)	104.50%
7080 · Rent	\$ 9,672	\$ 8,866	\$ 806	91.67%
7090 · Traffic Equipment	\$ 6,750	\$ 7,964	\$ (1,214)	117.98%
8010 · Travel Expense	\$ 7,500	\$ 6,470	\$ 1,030	86.26%
8050 · Utilities	\$ 17,125	\$ 15,165	\$ 1,960	88.56%
8051 · Electricity and Propane	\$ 6,250	\$ 4,140	\$ 2,110	66.25%
8052 · Telephone and Internet	\$ 10,875	\$ 11,025	\$ (150)	101.38%
8060 · Vehicle O&M	\$ 2,479	\$ 5,551	\$ (3,072)	223.90%
Totals	\$ 1,315,971	\$ 1,064,969	\$ 251,002	80.93%
			Target:	91.67%

Attachment 3



Monthly Executive Report

Local

- **Holderness Master Plan.** Coordinated second mail distribution of survey postcards to residents announcing the extension of the Master Plan survey. Completed final draft of the Facilities and Services Chapter of the Plan.
- **Laconia.** Provided ongoing support for the Colonial Theatre acquisition.
- **New Hampton.** Provided Shapefiles from the 2018 CCDS assessment to assist the town with management of their improvements.
- **Plymouth.** Supported the Town and a developer in the application process for CDBG funding for affordable housing.
- **Sanbornton HOP Master Plan.** Coordinated with the Master Plan Housing Committee regarding the second-round edits to the Housing Chapter, with the next draft scheduled for early June.
- **Sandwich HOP Master Plan.** Discussions with the Housing Subcommittee on draft Vision, Housing, and Land Use chapters of the Master Plan update. Conducted a thorough review of the draft chapters and submitted comments to the Subcommittee.
- **Tamworth Master Plan.** Met with the Planning Board to kick-off the master plan project and to discussed outreach approaches, project scope, goals, and priorities.
- **Tilton.** Held a scoping meeting with the Town Administrator, Land Use Coordinator, Police Chief, HEB Engineers, and Winnepesaukee River Trail Association members on the impending CMAQ Multi-Use Path Project along US 3/NH 11.
- **Wolfeboro.** Assisted the Town in reviewing shoreland permit applications.

Economic Development

- **Grant Administration.** The BEDC claim for general administration and closeout was completed, along with closeout meetings with the contractor and Capitol CFO+. Grafton County was awarded new CDBG funds for Microenterprise Technical Assistance for the July 1, 2026 – December 31, 2027 period, a project that will again be carried out through three subrecipient partners. Prepared informational sheets for Elm Grove communities. Attended Plymouth & Hooksett kickoff meetings to discuss proposed projects.

Environmental

- **Brownfields.** Conducted a site walk and scoping session with EDR and the Tapply Thompson Community Center for their Community Visioning Charrette. Worked with the Town of Ashland to secure a Site Access Agreement for the LW Packard Mill, enabling Nobis to prepare documents necessary for an EPA Brownfields Cleanup Grant; through collaboration with Nobis and NHDES, LRPC helped secure funding from NHDES to support this effort. Attended two Outdoor Economy Academy sessions—one in Nashua focused on the revitalization of the city's waterfront park, and another in Penacook highlighting the transformation of a brownfield site into a riverfront park and related amenities. Lastly, participated in a PlanNH session for Plymouth's Riverside Park, a designated Brownfields Assessment and redevelopment area in our recent EPA grant application.

Household Hazardous Waste (HHW)

- Conducted an HHW Coordinator kickoff meeting with all nine participating communities (Alton, Bristol, Franklin, Gilford, Laconia, Meredith, Moultonborough, Tuftonboro, and Wolfeboro). Incorporated edits to outreach materials as discussed.

Regional

- **HUD Regional Master Plan.** Communicated with the Lakes Region Conservation Commission about the Economic Development & Natural Resources survey. Worked on drafting the Housing and Transportation Chapters of the Regional Master Plan update.

Solid Waste

- **Composting.** Conducted resident home composting trainings sessions and distributed tumblers in Ashland, Gilford, Moultonborough, and Wolfeboro. Met with NH DES to create a solid waste operator composting training platform. Met with Ashland, Gilford, and Wolfeboro coordinators to discuss composting site projects, training setup, and equipment purchases. Attended USDA partnership quarterly meeting. Completed quarterly reports, including project data collection.

Transportation

- Received NHDOT approval for the Task Order to rescope and update cost estimates for Plymouth's Project #43532 (NH25 & Smith Bridge Road).
- Attended Laconia City Council Meeting regarding the Laconia Bridge Project (US 3/NH 11 over Mile Hill Road).
- Participated in an interview with the Concord Monitor regarding LRPC's work with Tilton and the Winnepesaukee River Trail Association on improving pedestrian access via a multi-use path along Loudon Road near the Tilton Outlets. The story ran in the May 25th edition. Click here to view article: [Concord Monitor Winnepesaukee River Trail Segment](#).
- 5305e Transit Planning: Received contract approval from NHDOT. Held a kick-off meeting for the project.
- Completed first draft of Regional Transportation Plan corridor documents.
- Attended HSIP monthly committee meeting.

Training & Conferences, etc.

- Attended *Plans to Projects* training hosted by the Mount Washington Valley Housing Coalition.
- Attended *A Hard Road to Travel* webinar hosted by NHMA.
- Attended NH Planners' Association Spring Conference.
- Attended *EPA Grant Compliance* webinar.
- Attended *Economics of Development* workshop.

ACRONYMS

BEDC	Belknap Economic Development Council
CCDS	Culverts and Closed Drainage Systems
CDBG	Community Development Block Grant
CDFA	Community Development Finance Authority
CMAQ	Congestion Mitigation & Air Quality
EPA	Environmental Protection Agency
ESRI	Environmental Systems Research Institute, Inc.
FEMA	Federal Emergency Management Agency
FY	Fiscal Year
HMP	Hazardous Mitigation Plan
HOP	Housing Opportunity Program
HSIP	Highway Safety Improvement Program
HUD	Department of Housing & Urban Development
LID	Low Impact Development
LRPC	Lakes Region Planning Commission
NHDES	NH Department of Environmental Services
NHDOT	NH Department of Transportation
NHMA	NH Municipal Association
NRPC	Nashua Regional Planning Commission
RSMS	Road Surface Management System
SRPC	Strafford Regional Planning Commission
TAC	Transportation Advisory Committee
TRC	Technical Review Committee
TYP	Ten-Year Plan
USDA	U.S. Department of Agriculture
USPS	U.S. Postal Service

Attachment 4

LAKES REGION PLANNING COMMISSION

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M E M O R A N D U M

TO: Executive Committee
FROM: Shanna B. Saunders, Executive Director
DATE: 6-10-26
RE: Format of LRPC Commissioner Meetings

I am debating changing the format of Commissioner meetings.

LRPC manages Commissioner appointment changes at least 2 – 3 times a month. So, 24 or more times a year **new** people are coming in and out of our Commission Meetings. This means there is no consistency with the data or the message we are presenting at each Commission meeting. Without a consistent message we don't offer consistent value to our member communities, and without consistent value we cannot expect consistent financial support.

This perception that we are of no value is quite frustrating because if you look at our annual slate of Commission Meetings, every single meeting highlighted an opportunity that was available for Municipalities to take advantage of. And yet... we hear from almost no one in follow up.

- a. New Land Use Laws that passed the State Legislature and require Town action
- b. Floodplain Mgmt and Municipal requirements for Floodplain Ordinance updates
- c. Off-site exactions & how towns can shift infrastructure costs with ordinance updates
- d. Wetland Mitigation Funds and how Municipalities can apply for their grants
- e. Brownfields Reuse Planning and how communities can have free brownfield charettes
- f. Low Impact Stormwater Design and upcoming grant opportunities

I cannot change the RSA which states that we can only have 2-3 Representatives per Community. We have to continue to do that, but I want to shift the "Commissioner

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Meetings” to “Monthly Municipal Webinars” that we distribute much more widely. And we would then create a database with the following folks from each community that get notice:

- a) Commissioners
- b) Town Admin or Manager
- c) Planner or Planning Secretary
- d) PB Chair
- e) ZBA Chair
- f) Con Com Chair
- g) Heritage Comm Chair
- h) Building Official (sounds superfluous but in small towns this is often one of the most important municipal staff people)
- i) DPW Director or Road Agent
- j) Fire Chief
- k) Police Chief

We continue to present land use items and opportunities for municipalities, but we market them much differently. Not as exclusive, member-only Commission Meetings but as widely disseminated, helpful, info-webinars appropriate for the staff and decision makers in the Community (and as it happens, the same folks that approve our appropriations each year). I have further ideas about handouts and website updates that we can implement to disseminate this info better.

If we change to this model we may need to change our standard meeting agenda. We may also need to change our Bylaws so that we are more consistent with meeting locations to help facilitate the webinars. I would anticipate having Bylaw and format change ready to go in September.