

LAKES REGION PLANNING COMMISSION

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



LRPC COMMISSIONER'S MEETING

Wednesday, October 23, 2024

6:00 PM

Colonial Theater
(Canal Street Meeting Room)
Laconia

AGENDA

1. **Call to Order, Establish Quorum**
2. **Approve Draft Minutes** of September 23, 2024 (*actionable item*) *Attachment 1*
3. **Old Business**
 - a. Conflict of Interest Forms
 - b. Commissioner Handbook Acknowledgment
4. **New Business**
 - a. Housing Champion Designation
5. **Presentation**

E911 Services in Your Community
Presenters: Zachary Branscom & Patrick Cavanaugh
NH Emergency Services & Communications
6. **General Updates/Announcements**
7. **Commissioner Roundtable**

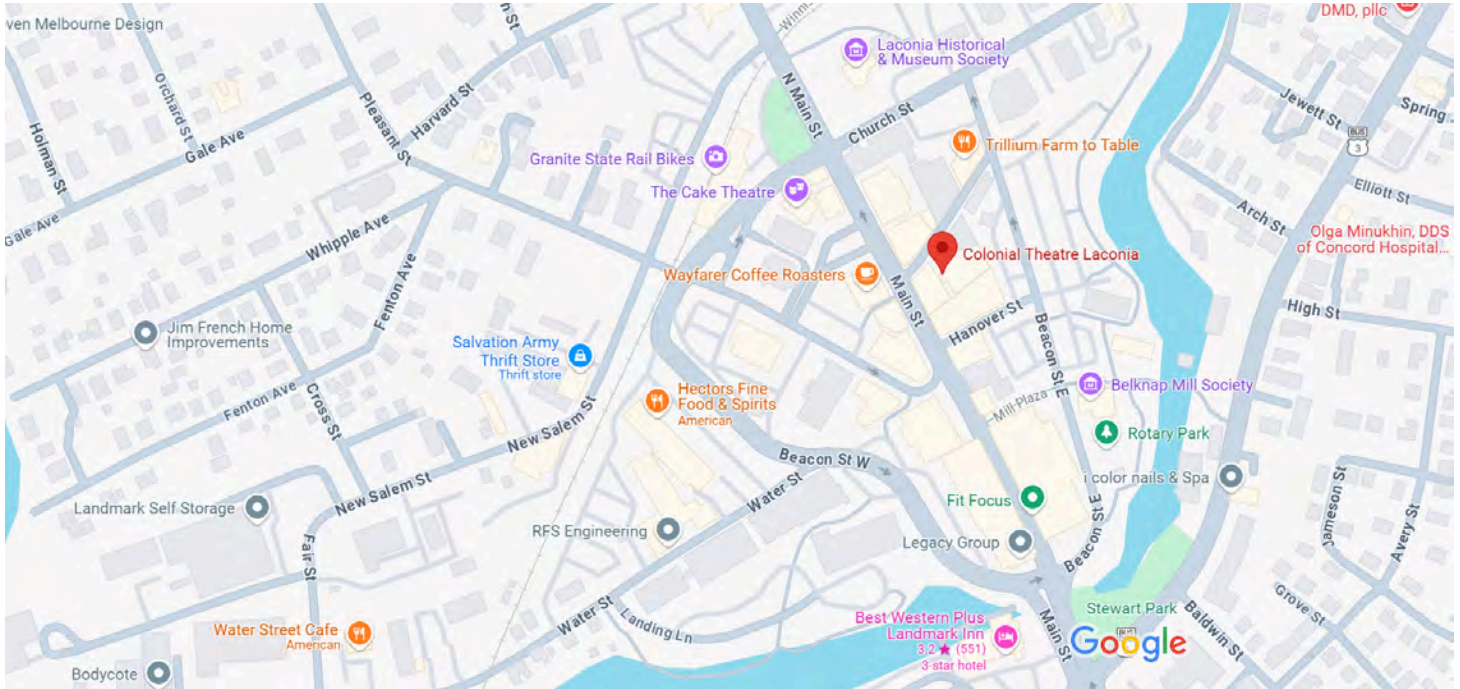
Share noteworthy news and happenings from your communities.
8. **Adjourn**

NEXT MEETING: November 25, 2024

HAPPY HALLOWEEN!

The Lakes Region Planning Commission 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. The citations to the Right-to-Know Law are provisional and may be revised as circumstances required. The LRPC complies with the ADA regulations. Please contact the LRPC office if you need special assistance in order to attend this meeting.

All meeting dates and times are subject to change.



Map data ©2024 200 ft



Colonial Theatre Laconia

4.8 ★★★★★ (319)

Event venue · [📍](#)

Overview

Reviews

About



Directions



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609 Main St, Laconia, NH 03246

Attachment 1

LAKES REGION PLANNING COMMISSION

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LRPC Commissioner Meeting

Location: Ashland Booster Club

Minutes of September 23, 2024

Commissioners Present		Commissioners Absent	
Alexandria:	George Tuthill	Andover:	Donna Crisp Duclos
Andover:	Roland Carter	Barnstead:	David Kerr
Ashland:	Mardean Badger	Center Harbor:	Mark Hildebrand
Belmont:	Rod Cameron	Danbury:	Mark Zaccaria
Bridgewater:	Ken Weidman	Franklin:	Jo Brown
	Judith Faran	Freedom:	Mark McConkey
Bristol:	Buz Kenney	Gilford:	John Ayer
Danbury:	John Taylor	Laconia:	Tyler Carmichael
Franklin:	Chip Ach	Meredith:	Stephanie Maltais
Hebron:	Ivan Quinchia	Moultonborough:	Celeste Burns
Laconia:	Richard MacNeill	Plymouth:	William Bolton
Meredith:	Daniel Whitney		Zachary Tirrell
Moultonborough:	Cristina Ashjian	Sandwich:	Maureen Westrick
New Hampton:	David Katz	Tamworth:	Richard Doucette
	Andy Anderson	Tilton:	Joseph Jesseman
Northfield:	Beth Keck		Nathan Langione
	Ken Tripple	Tuftsboro:	Tim Galvin
Plymouth:	John Christ	Wolfeboro:	Roger Murray, III
Tamworth:	Lianne Prentice		
Tilton:	Jane Alden		

LRPC Staff: Executive Director Shanna B. Saunders, Administrative Assistant Linda Waldron, Solid Waste Planner Matthew Rose.

Public: Tim Andrews, Nobis (presenter).

1. Call to Order

The meeting was called to order at 6:08 PM by Vice Chair Katz. A quorum was established. Executive Director Saunders was introduced to the audience. Gratitude was extended to Commissioner Mardean Badger for her efforts in securing our meeting location, and to the Town of Ashland for hosting same. New Commissioners were recognized.

2. Approval of Minutes

Vice Chair Katz presented the minutes of June 17, 2024 for discussion. There was no discussion. Jane Alden moved to approve the minutes, and Secretary Prentice seconded the motion. A voice vote was taken, all present were in favor. **Motion passed.**



3. Old Business

There was no old business pending, however Vice Chair Katz noted that he felt the annual meeting in June went very well and mentioned that this meeting offers a great opportunity for networking with other members and municipalities.

4. New Business

FY25 Budget Proposal Approval. Executive Director Saunders advised the Commission that there are a few changes to the budget as compared to last year, and that LRPC will be shifting its primary focus from economic development to planning. Expense modifications include a new line item for asset management such as replacing outdated computers and printers, an increase in staff – including two new entry-level planner positions and an increase from two to three summer interns, and a new line item for legal fees to review new contracts. The organization is also planning to offer more circuit riding services to communities in need of planning or land use support. Time was afforded for discussion after which a motion was offered by Mardean Badger to approve the budget as presented. This was seconded by Secretary Prentice. A voice vote was taken, all present were in favor. **Motion passed.**

FY26 Municipal Appropriations. Executive Director Saunders provided a review and compared this to last year's figures. The same methodology was used as in previous years, with calculations based on a municipality's population and property valuation. A motion to approve the municipal appropriations as presented was made by Andy Anderson, and seconded by Cristina Ashjian. A voice vote was taken, all present were in favor. **Motion passed.**

FY26 HHW Appropriations. Executive Director Saunders also reviewed this appropriation, highlighting the current 3-year contract's 5% fixed annual increase resulting from the previous contract's 40% rise in the recent past with our waste disposal vendor. Calculations for these appropriations are based on the total number of housing units in a municipality. Commissioners were reminded that LRPC offers a \$500 stipend to communities hosting a collection event to help cover dumpster rental costs. A motion to approve the HHW appropriations as presented was made by Secretary Prentice, and seconded by Chip Ach. A voice vote was taken, all present were in favor. **Motion passed.**

FY25 Proposed Meeting Calendar. Executive Director Saunders noted that we are still flushing out topics for some of the future meetings, and invited Commissioners to submit any ideas they would like to see presented. She also emphasized the importance of reserving these meeting dates on their calendars and responding to meeting invitations.

Annual Conflict of Interest Forms. The purpose of these forms and the annual requirement to sign them was explained by Executive Director Saunders. She encouraged Commissioners sign and return their form either before leaving the meeting or within the next couple of days.

5. Presentation

Vice Chair Katz introduced Tim Andrews of Nobis Group whose organization was selected to provide professional environmental assessment services for the current round of projects in LRPC's Brownfields Grant program. The program, established in 2002, aims to boost local economies by revitalizing underutilized properties with environmental stigma. He stated that it is a collaborative effort between LRPC, the New Hampshire Department of Environment Services, EPA, and communities to evaluate and mitigate contaminated sites. Mr. Andrews provided an overview of the program and an update on the status of projects in Ashland, Tamworth, and Franklin. Attendees were encouraged to seek more sites for potential redevelopment.

6. General Updates/Announcements

Executive Director Saunders led a discussion on the value and frequency of roundtables in Commissioner meetings. There was mixed feedback, but the consensus was that roundtables are valuable, however may be



consuming too much time. It was decided to keep the roundtables, but with a more succinct, moderated approach.

7. Commissioner Roundtable

G. Tuthill, Alexandria—The town is working on its hazard mitigation plan. They intend to break ground on the new transfer station sometime in the next three weeks.

R. MacNeill, Laconia—Laconia is working on a rewrite of its master plan. Workforce housing is an issue. Concerns over what will happen with the old state school property are ongoing.

M. McConkey, Freedom—Update provided by C. Ashjian in his absence. There will be two public input sessions in North Conway and one in Ossipee for the Mt. Washington Valley Housing Coalition Charette concerning a housing project to take place on a 400-acre parcel near the Carroll County complex.

M. Hildebrand, Center Harbor—Updated provided by C. Ashjian in his absence. A long-continued application for a development on the Moultonborough/Center Harbor town line is scheduled for a Planning Board hearing Wednesday night.

C. Ashjian, Moultonborough—Moultonborough is poised to approve another electronic message board which will be placed in front of the town library at the center of the historic village. Hearing will be Wednesday night.

C. Ach, Franklin—The Stanley Mill received another \$200,000 from DES. The Whitewater Park construction is expected to begin in the next year. The City passed a bond to refurbish the Opera House. The Planning/Zoning Director position is still open.

L. Prentice, Tamworth—Lianne will meet with Tim Andrews (Nobis), Matt Rose (LRPC), and the landowner for the Brownfields project on Wednesday regarding the Phase II assessment. The town is very close to breaking ground on the new transfer station project.

B. Kenney, Bristol—The new public safety complex opened in July.

M. Badger, Ashland—The potential developer for the Ashland Brownfields project submitted a formal application to the Planning Board which was met with controversy among certain community members.

J. Taylor, Danbury—Their town, last summer, voted against constructing a municipal building.

A. Anderson, New Hampton—A hold has been put on updating any regulations or ordinances pending the rewrite of their master plan which is currently in progress.

I. Quinchia, Hebron—The Supreme Court recently reversed a Superior Court ruling regarding a complaint filed by an entity seeking to establish a 9-site RV park, which had been previously denied by the Planning Board.

D. Whitney, Meredith—The town is currently working on their master plan with public sessions to be held through December. They are hoping to publish in the spring.

K. Weidman, Bridgewater—Bridgewater has conducted two minor site plan reviews, and is collaborating with two local businesses to bring them into compliance. They are also considering the creation of a noise ordinance and exploring the best methods to regulate the use of recreational vehicles being used as second homes or rentals. Last year, they withdrew from SAU 4 and sometime at the end of 2025 will be operating the new elementary school in partnership with Hebron and Groton.



J. Christ, Plymouth—Plymouth is trying to write an overlay for Tenney Mountain, and the road downtown has finally been paved.

J. Alden, Tilton—Jane advised that there are two major projects before the Planning Board. One is for a development of over 200 one- and two-bedroom apartments (not workforce housing), the other is for 40 units plus another for 18.

R. Carter, Andover—With the completion of the new Highway Department, they are now concentrating on their master plan. They are aiming to balance taxes between homeowners and businesses to attract more businesses. Additionally, they are working on increasing the number of cell towers.

K. Tripple, Northfield—Northfield is also working on their master plan.

8. Adjournment

Chip Ach made a motion to adjourn the meeting. Secretary Prentice seconded. Vice Chair Katz adjourned the meeting at 7:48 PM. A voice vote was taken, all present were in favor. **Motion passed.**

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant



Presenter's Biographies

Zachary Branscom

Field Representative

Division of Emergency Services and Communications



Zachary Branscom started with NH E911 nine years ago as an E911 call taker. He is currently a Field Representative for the Mapping and Data Operations section of Division of Emergency Services and Communications, leveraging his first-hand knowledge and experience to directly aid municipalities within Belknap, Merrimack, and Carroll Counties in their addressing and mapping efforts. His day-to-day activities consist of working with towns to help plan and map systematic addressing, as well as being a point of contact for Public Safety Officials.



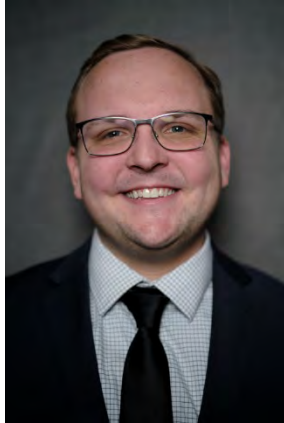
New Hampshire Emergency Services and Communications

A Division of the New Hampshire Department of Safety

Patrick Cavanaugh

Public Information Officer

New Hampshire 911



Patrick Cavanaugh is the Public Information Officer for New Hampshire 911, where he oversees all communications, public outreach, and information initiatives for the New Hampshire Department of Safety's Division of Emergency Services and Communications. With a focus on educating the public about New Hampshire's 911 system and enhancing community engagement, Patrick also coordinates the Division's media relations, public education campaigns, and community events.



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