

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
[www.lakesrpc.nh.gov](http://www.lakesrpc.nh.gov)



## LRPC COMMISSIONER'S MEETING

Monday, March 24, 2025

**Rescheduled to April 7, 2025**

6:00 PM

**Moultonborough Public Library**

**4 Holland Street**

**Moultonborough, NH**

(directions on reverse)

## AGENDA

1. **Call to Order, Establish Quorum**
2. **Approve Draft Minutes** of November 25, 2024 (*actionable item*) *Attachment 1*
3. **Old Business**
  - a. Conflict of Interest/Commitment to Serve Forms
  - b. Commissioner Handbook Acknowledgment
4. **New Business**
  - a. Annual Meeting Planning
    - Speaker/Topic
    - Awards Committee – need 2 volunteers
  - b. Budget/Diversification
  - c. Land Use Legislative Update
5. **Presentation**

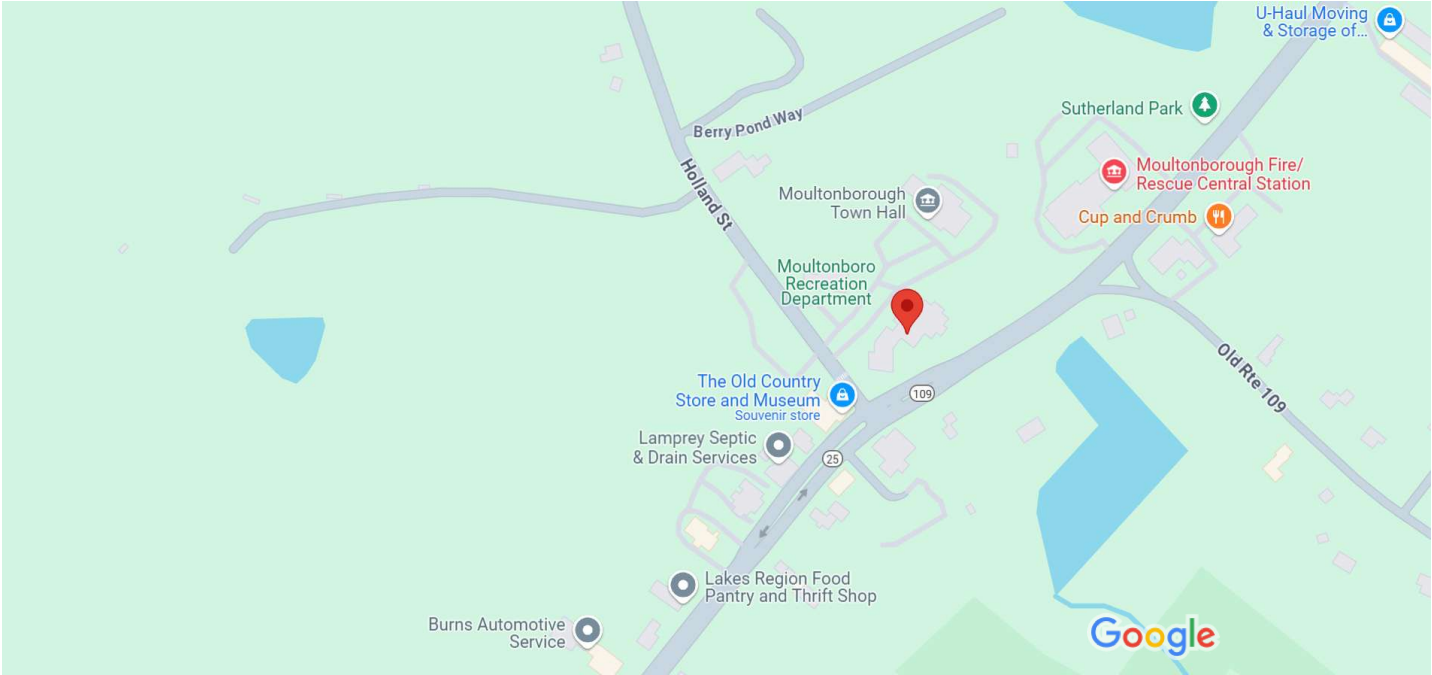
NHDOT Funding Sources – How to get your local project funded  
*Presenter:* Glenn Trefethen, LRPC Transportation Planner
6. **General Updates/Announcements**
7. **Commissioner Roundtable**

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

**NEXT MEETING: April 28, 2025**

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 ©2025 200 ft



# 4 Holland St

Building



Directions



Save



Nearby



Send to  
phone



Share



4 Holland St, Moultonborough, NH 03254

## Photos

# Attachment 1

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## LRPC Commissioner Meeting

Location: Town Office | Bridgewater

Minutes of November 25, 2024

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

**LRPC Staff:** Executive Director Shanna B. Saunders, Administrative Assistant Linda Waldron, Transportation Planner Glenn Trefethen.

### 1. Call to Order

The meeting was called to order at 6:03 PM by Chair Ayer. A quorum was established.

### 2. Approval of Minutes

Chair Ayer presented the minutes of October 23, 2024 for discussion. Jane Alden moved to approve the minutes, and Jo Brown seconded the motion. A voice vote was taken, all present were in favor. **Motion passed.**

### 3. Old Business

Executive Director Saunders announced that we still have a few Commissioners who have not yet turned in their annual forms, and encouraged those who haven't to do so as soon as possible.

6:08 Commissioner Maltais entered.



#### 4. New Business

Transportation Advisory Committee (TAC) - Ten Year Plan (TYP) (2027-2036) Endorsement – Plymouth Route 3. Executive Director Saunders went over the TYP proposal submitted by Plymouth and noted that it was scored highly by the TAC, and was endorsed by the Executive Board. It is now being presented to the full Commission for its endorsement. If endorsement is provided, LRPC will notify DOT that it has been approved and endorsed at all three levels within the organization. Next steps are that DOT will compare the Lakes Region project to those of other submitters which will then be scored using its own criteria. Once complete, DOT will make its recommendations to the Governor and Executive Council. Upon reaching the Governor, the Governor will then hold GACIT (Governor's Advisory Commission on Intermodal Transportation) hearings. Executive Director Saunders stresses the significance of these hearings and advises that not only is it important that the legislators, lawmakers, and Executive Council hear from the communities, but that they also hear from LRPC Commissioners and other elected individuals within the region to declare the project of regional importance. Once the GACIT hearings are scheduled (late summer 2025), LRPC will advise its Commissioners and urge attendance to support the Plymouth project.

A motion to endorse the ten-year plan with the Plymouth project and recommend same to the DOT was offered by John Christ. George Tuthill provided a second to the motion. A voice vote was taken, all present were in favor. **Motion passed.**

Following the motion, Transportation Planner Glenn Trefethen reminded the Commission that Round 5 of the NH DOT Transportation Alternative Program (TAP) grant is underway. These grants are aimed at non-motorized transportation projects. For those interested in applying, a non-binding letter of intent is due by December 6<sup>th</sup>, while the applications will be due around the end of January 2025. Additional information and forms are available through the NH DOT website or by contacting LRPC.

#### 5. Presentation

Executive Director Saunders prefaced the presentation by explaining the purpose of the Culverts and Closed Drainage Systems (CCDS) program which LRPC offers to its municipalities that allows for inventorying of a community's road culverts and drainage systems. This is becoming increasingly important as storms with heavy precipitation are becoming more frequent, highlighting the need for designing adequately sized culverts and drainage systems to accommodate higher water flows and mitigate flood risks.

Transportation Planner Glenn Trefethen continued by describing, in depth, how the data collected can be useful for planning, identifying capacity and vulnerability, scheduling maintenance, capital budgeting for repairs and upgrades, and hazard mitigation planning. The data includes features such as inlets, outlets, types, treatment type, treatment material, condition, and maintenance needs. The program also involves geolocation data capture. Glenn shared LRPC's experience with the program in the Town of Gilford, where they recently updated a 2016 report and discovered about 250 more culverts which were not accounted for in the last count. The final results include detailed reporting, graphing, and picture analysis as well as the provision of poster size maps, smaller index maps, GIS data sets, and corresponding files of photos. Slides from the presentation will be posted to LRPC's website on the Commissioner and Executive Board Meetings page.

#### 6. General Updates/Announcements

Executive Director Saunders announced that LRPC has hired a fulltime Regional Planner whose first day will be December 9<sup>th</sup>. It is expected that she will be working on community planning matters, including master plan updates, some of which stem from receipt HOP grant funds.

#### 7. Commissioner Roundtable

The following Commissioners provided updates concerning activities in their communities: John Ayer (Gilford), Jo Brown (Franklin), Roger Murray (Wolfeboro), John Christ (Plymouth), Ivan Quinchia (Hebron), Cristina Ashjian (Moultonborough), Andy Anderson (New Hampton), Stephanie Maltais (Meredith), Richard Doucette



(Tamworth), Roland Carter (Andover), Beth Keck (Northfield), Jane Alden (Tilton), Chip Ach (Franklin), and David Kerr (Barnstead).

**8. Adjournment**

Chair Ayer adjourned the meeting at 7:11 PM.

Respectfully Submitted,

Linda Waldron  
Executive Administrative Assistant

Draft

