

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, May 14, 2025

9:00 AM

LRPC Office, First Floor Conference Room

Humiston Building, 103 Main Street, Meredith, NH

AGENDA

NOTE: Seven (7) Executive Board members must be present in-person at the meeting location to establish a quorum, so please let Shanna or Linda know if you cannot attend.

1. **Call to Order**
2. **Approve Draft Minutes of April 9, 2025** *(actionable item)* Attachment 1
3. **Finance/Treasurer Report** Attachment 2
4. **Monthly Executive Report** Attachment 3
5. **Committee Reports**
 - a. Transportation Advisory Committee (TAC)
 - b. Annual Awards Committee Recommendations *(actionable item)*
6. **Old Business**
 - a. Area 3 Commissioner Appointment
 - b. Legislative Update (if any)
7. **New Business**
 - a. Annual Meeting: Set Dinner Menu & Ticket Price Attachment 4
 - b. NHARPC Commissioner Convening Update
 - c. Unseal Non-Public Session Minutes of 05/08/24 *(actionable item)*
8. **Adjourn**

NEXT MEETING: June 11, 2025

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 April 9, 2025

PRESENT Jane Alden, Cristina Ashjian, John Ayer (Chair), Mardean Badger, Bill Bolton, Rod Cameron (alternate), Tyler Carmichael, John Christ, Mark Hildebrand, David Katz (Vice Chair) [virtually], David Kerr (Treasurer), Lianne Prentice (Secretary)

EXCUSED Stephanie Maltais (alternate)

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 called the meeting to order at 9:05 AM and a quorum was established.

2. Minutes

Minutes of the March 12, 2025 Executive Board meeting were presented for approval. There were no questions, comments, or discussions. Lianne Prentice moved to approve the minutes as submitted which was seconded by Jane Alden. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Report

Finance Administrator Carl Carder reported a slight budget deficit, largely in part due to unrealized gains. There are no items of concern regarding income and expenses. He noted that, in light of the recent volatile nature of federal government program funding, we have shifted from quarterly billing to monthly billing resulting in an improvement in our income stream.

4. Monthly Executive Report

Executive Director Saunders provided a review of the report, highlighting the following:

- Master Plan Work: Multiple projects are kicking off this spring, including three Housing Opportunity Program (HOP) grants in Sanbornton, Sandwich, and Moultonborough. Outreach efforts for additional grants and master plans are ongoing, with plans to attend various public events. We are also working on Regional Master Plans – both an update as well as implementation – with HUD and CDFA funds, and the UPWP Regional Transportation Plan.
- Circuit Riding: We are continuing to assist Wolfeboro with administrative tasks due to the loss of key staff.
- Brownfields Projects: Active work continues in Plymouth, Tamworth, and Ashland. Moultonborough may have a potential new site. We are constantly looking for new projects, and the EPA has indicated that funding for Brownfields will be available again this fall. This funding will also help us provide reuse planning services.
- Household Hazardous Waste Program: Host community contracts are nearly finalized and the schedule for waste drop-off locations will be ready for public release shortly. We are also assisting Wolfeboro under separate contracts to potentially manage their facility and have helped them with grant management and DES paperwork.

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- Solid Waste Program: We recently received notice of award for a composting grant and are moving forward with that initiative, working alongside several communities to provide homeowner training, composting equipment, and collaborating with conservation commissions. This will also include a pilot program for assistance with two multifamily complexes—one in Franklin has been confirmed, while the second is still undetermined.
- Grants Administration: LRPC had been gradually shifting away from managing Northern Border Regional Commission (NBRC) grants due to past challenges, including frequent changes to program rules. However, improved support from the State Office has mitigated some difficulties, enabling us to better assist applicants once funds are available. We are prepared to handle the increased workload of new NBRC projects and will notify stakeholders of upcoming grant rounds later this year.
- Transportation Funding: A UPWP Federal Highways funding application was submitted for FY26, with level funding confirmed for the new two-year grant.

5. Committee Reports

- a. Transportation Advisory Committee (TAC). Treasurer Kerr explained that the TAC recommendations for the upcoming TYP and TAP rounds were ratified by the Commissioners at this past Monday's meeting. This early ratification occurred because the Commissioner meeting, originally scheduled before the TAC meeting, was rescheduled to follow it. Without this adjustment, the ratification would have been delayed until the end of the month, allowing the Board to vote first. As a result, the Board's confirmation of the ratification is now being sought.

Cristina Ashjian moved that the Board ratify the Commissioner's recommendation to approve the one TYP and five TAP projects proposed by the TAC. A second to the motion was provided by Jane Alden. A voice vote was taken indicating all present were in favor. **Motion passed.**

- b. Brownfields Advisory Committee. Executive Director Saunders mentioned that in the past, LRPC had a Brownfields Advisory Committee comprised of local members offering guidance and ideas for regional projects, which was inactive during the last grant cycle. Plans are underway to revive the committee in preparation for the next Brownfields grant. Former members will be contacted, and new participation is welcome. The committee's goal will be to identify and prioritize projects with a more regional and commission-oriented approach, rather than relying on the current first-come, first-served method. The Board agreed it was a good idea to restart this Brownfields Committee.

6. Old Business

- a. Area 3 Commissioner Appointment. No update.

7. New Business

- a. Land Use Legislation and State Budget. Executive Director Saunders referred to several bills which were presented at Monday's Commissioner meeting which could have a substantial effect on local zoning & land use regulations if passed and examined a couple for the Board. For further details on these bills, please consult the April Commissioner meeting slides available on the [LRPC website](http://www.lakesrpc.nh.gov). Additionally, you can use the [NHMA Bill Tracker](http://www.nh.gov) to view these bills and track newly proposed legislation throughout the process.

Executive Director Saunders also provided a brief update concerning the progress of annual meeting preparations.

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8. **Adjournment**

Chair Ayer adjourned the meeting at 9:53 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant

Acronyms:

CDFA = Community Development Finance Authority
DES = Department of Environmental Services
EPA = Environmental Protection Agency
HUD = Housing & Urban Development
TAP = Transportation Alternatives Program
TYP = Ten Year Plan
UPWP = Unified Planning Work Program

Attachment 2

DRAFT

Lakes Region Planning Commission - Dashboard



DRAFT

Lakes Region Planning Commission
STATEMENT OF FINANCIAL POSITION
As of April 30, 2025

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
1011.00 · Operating Account	1,617.72
1040.00 · Petty Cash	150.00
1070.01 · Money Market	110,959.77
1071.00 · Savings	2,946.38
Total Checking/Savings	115,673.87
Accounts Receivable	64,721.53
Other Current Assets	
1451.00 · Prepaid Postage	69.18
1452.00 · Bulk Mail Permit 98	30.46
1510.00 · Vanguard Investments	256,088.22
1580.00 · NH PDIP	207,599.98
Total Other Current Assets	463,787.84
Total Current Assets	644,183.24
Fixed Assets	0.00
TOTAL ASSETS	644,183.24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	5,614.95
Credit Cards	382.44
Other Current Liabilities	
2110.00 · Accrued Salaries & Wages	838.00
2120.00 · Accrued Vacation Payroll	13,586.14
2130.00 · Payroll Liabilities	2,204.17
2350.00 · Deferred and Unearned Revenue	64,248.01
Total Other Current Liabilities	80,876.32
Total Current Liabilities	86,873.71
Total Liabilities	86,873.71
Equity	
3110.00 · Unrestricted Net Assets	556,406.76
Net Income	902.77
Total Equity	557,309.53
TOTAL LIABILITIES & EQUITY	644,183.24



Lakes Region Planning Commission
FY25 Budget Performance
 April 30, 2025

	Fiscal Year (25)-to-Date				
	FY25 Approved Annual Budget	FY25 YTD Actual	Difference (Budget v Actual)	% of Annual Budget	
Income					
4010 · Contract Income	\$ 944,400	\$ 588,754	\$ (355,646)		62.34%
4020 · HHW Income	\$ 162,257	\$ 137,449	\$ (24,808)		84.71%
4040 · Interest Income	\$ 15,000	\$ 14,631	\$ (369)		97.54%
4050 · Miscellaneous Income	\$ 10,050	\$ 252	\$ (9,798)		2.51%
4060 · Local Appropriations	\$ 147,373	\$ 122,814	\$ (24,559)		83.34%
4070 · Sales Income	\$ 1,225	\$ 4,627	\$ 3,402		377.71%
4015 · Donations	\$ -	\$ 40	\$ 40		
4090 · Funds Transfer	\$ 27,643	\$ -	\$ (27,643)		
Total Income (est.)	\$ 1,307,948	\$ 868,567	\$ (439,381)		66.41%
Expense			Target:	83.33%	
6030 · Custodian	\$ 4,680	\$ 3,655	\$ 1,025		78.10%
6050 · Education and Training	\$ 2,000	\$ 1,230	\$ 770		61.51%
6060 · Equipment Maintenance	\$ 10,780	\$ 14,754	\$ (3,974)		136.86%
6070 · HHW Expense	\$ 144,000	\$ 119,235	\$ 24,765		82.80%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,178	\$ 272		92.12%
7010 · Publishing/Memberships/Meetings	\$ 16,250	\$ 7,517	\$ 8,733		46.26%
7020 · Miscellaneous Expense	\$ 750	\$ 368	\$ 382		49.03%
7030 · Office Improvements	\$ 1,000	\$ 740	\$ 260		74.02%
7040 · Office Expense	\$ 21,750	\$ 13,248	\$ 8,502		60.91%
7050 · Payroll Expenses	\$ 835,491	\$ 529,421	\$ 306,070		63.37%
7060 · Postage and Printing	\$ 660	\$ 491	\$ 169		74.32%
7069 · Allowance for Direct Grant Expenses	\$ -	\$ -	\$ -		
7070 · Professional Services	\$ 221,955	\$ 152,949	\$ 69,006		68.91%
7080 · Rent	\$ 9,672	\$ 8,060	\$ 1,612		83.33%
7090 · Traffic Equipment	\$ 8,000	\$ 3,261	\$ 4,739		
7095 · SADES Equipment	\$ -	\$ -	\$ -		
8010 · Travel Expense	\$ 4,500	\$ 4,821	\$ (321)		107.13%
8050 · Utilities	\$ 16,710	\$ 12,368	\$ 4,342		74.02%
8060 · Vehicle O&M	\$ 6,300	\$ 3,895	\$ 2,405		61.83%
Total Expense	\$ 1,307,948	\$ 879,190	\$ 428,758		67.22%
			Target:	83.33%	
Net Ordinary Income ¹	\$ -	\$ (10,623)			
Realized Gain (Loss) ²					
Unrealized Gain (Loss) ²	\$ 11,526				
Net Income	\$ 903				

¹Net Ordinary (Operating) Income is as of March 31, 2025.

²Realized and Unrealized Investment Gain (Loss) are as of March 31, 2025.



Lakes Region Planning Commission
FY25 Budget Performance
 April 30, 2025

	Fiscal Year (25)-to-Date			
	FY25 Approved Annual Budget	FY25 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Membership	147,373	122,814	(24,559)	83.34%
Local Contracts				
PRLAC	\$ 4,200	\$ 350	\$ (3,850)	8.33%
Center Harbor		\$ 382		
Gilford CCDS	\$ 10,000	\$ 10,000	\$ -	100.00%
Wolfeboro Circuit Rider	\$ 20,000	\$ 50,058	\$ 30,058	250.29%
Franklin Circuit Rider		\$ 1,170		
Laconia HMP		\$ 2,400		
Moultonborough HOP Master Plan		\$ 3,014		
Sandwich HOP Master Plan		\$ 845		
Sanbornton HOP Master Plan		\$ 1,656		
Gilford HMP		\$ 2,160		
NBRC LRCD Gale School Project		\$ 1,850	\$ 1,850	
NBRC Town of Hebron		\$ 2,548	\$ 2,548	
CDBG Grafton County Micro Enterprise	\$ 5,821	\$ 5,821	\$ 0	100.00%
Pardoe	\$ 11,869		\$ (11,869)	0.00%
NBRC Town of Gilford		\$ 409	\$ 409	
NBRC Adaptive Sports		\$ 2,834	\$ 2,834	
NBRC GALA Community Center		\$ 3,423	\$ 3,423	
NBRC LR Model Railroad Museum		\$ 2,202	\$ 2,202	
CDBG Grafton County Micro Enterprise	\$ 67,965	\$ 52,710	\$ (15,255)	77.56%
NBRC Laconia WOW Opechee Loop		\$ 1,773	\$ 1,773	
Subtotal	\$ 119,855	\$ 145,605	\$ 14,123	121.48%
State / Federal Contracts				
OEP Targeted Block Grant	\$ 11,111	\$ 11,111	\$ -	100.00%
DOS HSEM - Gilmanton	\$ 6,300		\$ (6,300)	0.00%
DOS HSEM - Moultonborough	\$ 6,300		\$ (6,300)	0.00%
DOS HSEM - Wolfeboro	\$ 6,300	\$ 5,400	\$ (900)	85.71%
DOS HSEM - Andover	\$ 6,300	\$ 4,500	\$ (1,800)	71.43%
EPA FY24/25 Brownfields	\$ 152,744	\$ 125,230	\$ (27,514)	81.99%
USDA Solid Waste Management FY24	\$ 31,650	\$ 31,588	\$ (62)	99.80%
Transformation Planning Grant	\$ 100,000		\$ (100,000)	0.00%
USDA Solid Waste Management FY25	\$ 93,750	\$ 77,643	\$ (16,107)	82.82%
DOT UPWP FY 24 / 25	\$ 346,090	\$ 182,709	\$ (163,381)	52.79%
HUD Region Plan (Sheeheen Ear Mark)	\$ 64,000	\$ 4,968	\$ (59,032)	7.76%
NBRC Admin and Coaching			\$ -	
Subtotal	\$ 824,545	\$ 443,149	\$ (381,396)	53.74%
Total 4010 - Contract Income	\$ 944,400	\$ 588,754	\$ (367,273)	62.34%
Other Income				
4020 - HHW	\$ 162,257	\$ 137,449	\$ (24,808)	84.71%
4021 - HHW Local	\$ 144,000	\$ 119,192	\$ (24,808)	82.77%
4022 - DES HHW	\$ 18,257	\$ 18,257	\$ -	100.00%
4015 - Donations	\$ -	\$ 40	\$ 40	
4040 - Interest & Dividends	\$ 15,000	\$ 14,631	\$ (369)	97.54%
Land use book sales / GIS	\$ 1,225	\$ 4,627	\$ 3,402	377.71%
Other/Misc Income/Annual Meeting	\$ 10,050	\$ 252	\$ (9,798)	2.51%
Fund Balance	\$ 27,643		\$ (27,643)	
Subtotal	\$ 216,175	\$ 156,999	\$ (59,176)	72.63%
TOTAL	\$ 1,307,948	\$ 868,567	\$ (451,008)	66.41%
			Target:	83.33%



Lakes Region Planning Commission
FY25 Budget Performance
 April 30, 2025

Expense Account	Fiscal Year (25)-to-Date			
	FY25 Approved Annual Budget	FY25 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
6030 · Custodian	\$ 4,680	\$ 3,655	\$ 1,025	78.10%
6050 · Education and Training	\$ 2,000	\$ 1,230	\$ 770	61.51%
6060 · Equipment Maintenance	\$ 10,780	\$ 14,754	\$ (3,974)	136.86%
6062 · Equipment/Computer Maintenance	\$ 9,280	\$ 7,150	\$ 2,130	77.05%
6061 · Equipment Purchases	\$ 1,500	\$ 7,604	\$ (6,104)	506.93%
6070 · HHW Expense	\$ 144,000	\$ 119,235	\$ 24,765	82.80%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,178	\$ 272	92.12%
7010 · Publishing/Memberships/Meetings	\$ 16,250	\$ 7,517	\$ 8,733	46.26%
7020 · Miscellaneous Expense	\$ 750	\$ 368	\$ 382	49.03%
7030 · Office Improvements	\$ 1,000	\$ 740	\$ 260	74.02%
7040 · Office Expense	\$ 21,750	\$ 13,248	\$ 8,502	60.91%
7043 · Copier Lease	\$ 5,000	\$ 3,784	\$ 1,216	75.68%
7041 · Supplies	\$ 16,750	\$ 9,464	\$ 7,286	56.50%
7050 · Payroll Expenses	\$ 835,491	\$ 529,421	\$ 306,070	63.37%
7051 · Salaries and Wages	\$ 587,992	\$ 392,849	\$ 195,143	66.81%
7052 · Health, Dental, Disability, Life & Unemp	\$ 147,191	\$ 74,587	\$ 72,604	50.67%
7055 · Retirement Fund	\$ 55,327	\$ 34,318	\$ 21,009	62.03%
7057 · Payroll Taxes	\$ 44,981	\$ 27,668	\$ 17,313	61.51%
7060 · Printing & Postage	\$ 660	\$ 491	\$ 169	74.32%
7069 · Allowance for Direct Grant Expenses		\$ -		
7070 · Professional Services	\$ 221,955	\$ 152,949	\$ 69,006	68.91%
7071 · Audit	\$ 7,500	\$ 7,500	\$ -	100.00%
7072 · Contracted Services	\$ 210,580	\$ 143,499	\$ 67,081	68.14%
7074 · Legal	\$ 3,000	\$ 1,087	\$ 1,913	36.23%
7075 · Payroll Service	\$ 875	\$ 863	\$ 12	98.63%
7080 · Rent	\$ 9,672	\$ 8,060	\$ 1,612	83.33%
7090 · Traffic Equipment	\$ 8,000	\$ 3,261	\$ 4,739	40.76%
7095 · SADES Equipment	\$ -	\$ -		
8010 · Travel Expense	\$ 4,500	\$ 4,821	\$ (321)	107.13%
8050 · Utilities	\$ 16,710	\$ 12,368	\$ 4,342	74.02%
8051 · Electricity and Propane	\$ 6,500	\$ 4,362	\$ 2,138	67.11%
8052 · Telephone and Internet	\$ 10,210	\$ 8,006	\$ 2,204	78.41%
8060 · Vehicle O&M	\$ 6,300	\$ 3,895	\$ 2,405	61.83%
Totals	\$ 1,307,948	\$ 879,190	\$ 428,787	67.22%
			Target:	83.33%

Attachment 3



Monthly Executive Report

Local

- **Gilford HMP.** Internal meetings were conducted with the Planning Manager to coordinate efforts for the new Hazard Mitigation Plan. Materials were developed to assist committee members in guiding discussions and updating key information. During the second committee meeting, members analyzed the town's risks related to various natural hazards, reviewed the status of mitigation actions from the 2018 plan, and assessed the vulnerability of critical facilities to these hazards. The next meeting was scheduled for May 2, 2025. Following this session, committee meeting minutes were drafted, and revisions to documents commenced based on the discussions, ensuring a strong foundation for the updated Hazard Mitigation Plan.
- **Laconia HMP.** Internal meetings were held with the Planning Manager to coordinate efforts for the new Hazard Mitigation Plan. Materials were created to guide committee discussions and provide updated information. The second committee meeting took place, where members analyzed the city's risks for various natural hazards, reviewed the status of mitigation actions from the 2017 plan, and scheduled the next meeting for May 9, 2025. Following the meeting, committee minutes were drafted, and revisions to key documents began, incorporating the latest discussions to support the development of the updated Hazard Mitigation Plan.
- **Moultonborough HOP Master Plan.** Efforts for public outreach have begun with the creation of materials to engage the community effectively. A meeting was held with the Town Planner, Resilience Planning, and the LRPC Executive Director to coordinate details for the first community outreach event, scheduled for June 11th at the Moultonborough Library. Additionally, attendance at a Planning Board meeting provided insights into the latest data findings presented by RKG Associates, helping to inform ongoing planning efforts.
- **Sanbornton HOP Master Plan.** Demographic and housing data have been collected to support the update of the Housing Chapter in the Master Plan, ensuring accuracy and relevance for both planning efforts and public outreach resources. A comprehensive data presentation was developed to provide insights to the Master Plan Housing Committee members, offering a clear understanding of key findings. This presentation was shared with the committee on April 28th, fostering discussion and informed decision-making for the future of the housing plan.
- **Tilton.** Met with Tilton Conservation Commission to identify and map land prioritization efforts while exploring potential collaborations with neighboring communities.
- **Sandwich HOP Master Plan.** Updating demographic and housing data within their current Master Plan Housing Chapter.
- **Wolfeboro.** Continued circuit riding assistance for the vacant town planner and administrative assistant positions.

Economic Development

- **HUD Regional Plan Update.** The State's Housing Needs Assessment is being carefully reviewed to gain insights into current housing trends and challenges. In addition, regional housing demographics data is being researched and updated to ensure accuracy and relevance for planning efforts. Several opportunities for outreach and engagement in communities have been discussed.

Environmental

- **Brownfields.** Met with a Moultonborough Town Official to discuss LRPC's Brownfields Program and evaluate a property for assessment. Submitted the 6th quarterly report for the Program to Nobis for ACRES reporting.

Grant Administration

- The Coos Economic Development Corporation, a Micro Technical Assistance subrecipient, received a budget amendment and approval for a Memorandum of Understanding to collaborate with another subrecipient, the Belknap Economic Development Council. As part of this adjustment, the remaining down payment balance was removed, as the client was unable to proceed due to a title issue. The funds were reallocated to the Micro Technical Assistance and Training line.
- A total of three direct grants were processed for the Coos Economic Development Council, two direct grants for the Women's Rural Entrepreneurial Network, and two direct grants for the Grafton Regional Development Corporation.
- Submitted to NBRC five 2nd quarter Micro Technical Assistance claims and progress reports covering the timeframe of 01/01/25 to 03/31/25.

Household Hazardous Waste

- Twenty-one communities are committed to the 2025 collection event.
- The kickoff meeting for the 2025 collection event was successfully conducted, accompanied by the development of outreach materials to boost public awareness and engagement. (Figure 1)



Figure 1: Environmental Planner Matt Rose displays a town banner at the HHW Coordinators Kick-Off meeting.



Figures 2 & 3: Regional Planner Danielle Scadova-Vose and Environmental Planner Matt Rose wearing T-shirts for volunteers and staff working at this year's HHW collections.

- At the April 28th Commissioner meeting, Environmental Planner Rose delivered a presentation on the 2025 HHW program. Additionally, ongoing assistance was provided to residents regarding HHW program details and materials.



Figures 4 & 5: The April LRPC Commissioners meeting in Gilford with a presentation on HHW was well attended and generated a good deal of interest.

Regional

- **PRLAC.** Followed water legislation. Corresponded with Plymouth Town Manager regarding PRLAC representatives. Reviewed and shared information related to Franklin Falls.

Solid Waste

- Participated in the USDA Composting FY25 partnership meeting to review ongoing composting initiatives and award status. Developed online and paper surveys to collect food waste composting data from Lakes Region residents. Additionally, conducted solid waste survey site visits in Bristol, Gilford, Moultonborough, and Ashland to gather resident input. Submitted the second quarter USDA solid waste management report.
- Scheduled a Boat Shrink Wrap Recycling informational meeting for June 12, 2025.

Training

- Met with NH Housing members concerning their programs and opportunities for collaboration.
- Attended a Grant Writing Basics Webinar, a Safe Streets for All Webinar, a Safe Systems Approach Webinar, an in-person NHDOT Traffic Counting Seminar, and in-person Pavement Maintenance 101 Training.

Transportation

- Worked on update of the Regional Transportation Plan and finished NH11 Corridor.
- Held April TAC Meeting. Samantha Fifield of NH DOT presented on the topic of navigating the development of small projects without a dedicated engineering staff.
- Meetings attended: HSIP and Interagency.

- Digitalized all 161 of the 2025 LRPC traffic count locations using ArcGIS Pro. This information can be used on the Dashboard to showcase progress being made. (Figure 6)
- Collaborated with representative from NCC to develop a strategy for recruiting new stakeholders to join Region 2 Carroll County Regional Coordinating Council meetings. Additionally, designed a flyer to support CCRCC discussions, which can also be utilized as a social media post to enhance outreach efforts.
- Transportation Planner & Planning Manager attended the April 7th Commissioner meeting where the topic presented was Transportation Funding.
- Performed outreach to potential SADES communities regarding status.
- Worked with CNHRPC on the draft of the updated Mid-State Coordinated Transit Plan. Created a new Park & Ride map to be used in the Plan as well as a new cover. (Figure 7)

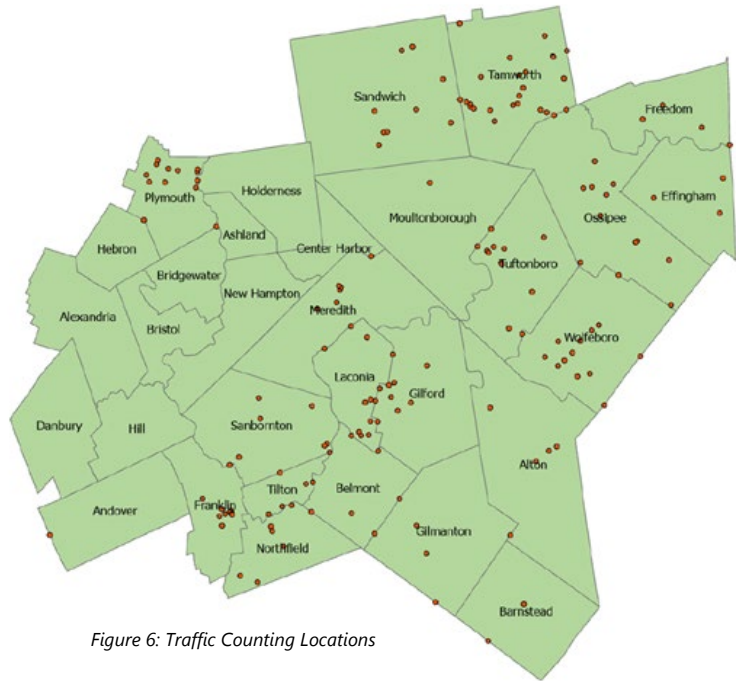


Figure 6: Traffic Counting Locations

Carroll County

Regional Coordinating Council

WORKING TOGETHER TO
CREATE A REGIONAL
TRANSPORTATION
NETWORK FOR
EVERYONE.

The Carroll County Regional Coordination Council, or CCRCC, is a group of transportation and human service providers, municipal officials, businesses, and citizens who seek to develop diverse transportation options to serve the needs of residents of all ages and abilities in the Carroll County region.



JOIN US & HELP:


Guide


Collaborate


Advise


Monitor

FIND OUT WHEN WE
MEET NEXT:

NICK ALTONAGA - CCRCC SECRETARY
 ✉️ NALTONAGA@NCCOUNCIL.ORG
 ☎️ (603) 444-6303 EXT. 2021
 GLENN TREFFETHEN - LRPC TRANSPORTATION PLANNER
 ✉️ GTREFFETHEN@LAKESRPC.NH.GOV
 ☎️ (603) 279-5335



<https://keepnhmoving.com/>

Figure 7: CCRCC Outreach Flyer/Social Media Post

ACRONYMS

ACRES	Assessment, Cleanup & Redevelopment Exchange System
ArcGIS	Geographic Information System software program
CCRCC	Carroll County Regional Coordinating Council
CNHRPC	Central NH Regional Planning Commission
HHW	Household Hazardous Waste
HMP	Hazard Mitigation Plan
HOP	Housing Opportunity Planning
HSIP	Highway Safety Improvement Program
HUD	Housing and Urban Development
LRPC	Lakes Region Planning Commission
NBRC	Northern Border Regional Commission
NCC	North Country Council
NH DOT	NH Department of Transportation
PRLAC	Pemigewasset River Local Advisory Committee
SADES	Statewide Asset Data Exchange System
TAC	Transportation Advisory Committee
USDA	United States Department of Agriculture

Attachment 4

LRPC ANNUAL MEETING 2025

All plated dinner selections include artisan bread and butter, chef's choice seasonal vegetable, chef's choice dessert, and locally roasted coffee, tea and soda.

PLATED DINNER MENU OPTIONS

SALAD or SOUP

(choose one)

field greens salad with fresh vegetables and balsamic vinaigrette
classic Caesar salad

OR

clam chowder
minestrone

ENTRÉES

(choose two proteins (P) plus one (V) vegetarian)

- (P) cider braised boneless short ribs (\$55)
- (P) bourbon beef tips with rosemary and cracked pepper demi-glaze (\$55)
- (P) herb roasted pork loin with pancetta crisp and apple demi-glaze (\$50)
- (P) caprese Statler chicken with pesto mornay (\$52)
- (P) baked haddock with a lobster sherry cream sauce (\$54)
- (P) crab cake with summer corn relish and spicy remoulade (\$54)

- (V) spinach ravioli with roasted tomato, snap peas, beurre blanc sauce (\$41)
- (V) classic vegetable stir fry noodles with fresh vegetables in a light teriyaki glaze (\$41)

STARCHES

(choose one)

Note: Starches do not accompany the vegetarian options.

traditional whipped potatoes
herb roasted fingerling potatoes
wild rice pilaf
roasted maple sweet potatoes

Menu prices do not include: 15% service charge, 7% admin fee, or 8.5% state tax.

Room fee: \$595 ($\$595 / 100 = \5.95pp)

Calculations (pp):

\$55.00	meal
8.25	service charge
3.85	admin fee
4.68	state tax
\$71.78	Subtotal
5.95	room fee
\$77.73	TOTAL

$$\$77.73 \times 100 = \$ 7,773.00$$