

 **NRPC MINUTES - APPROVED**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**June 17, 2009**

**Members Present:**

Martin Michaelis, Amherst	Karin Elmer, Merrimack
Linda Saari, Brookline	James Elliott, Merrimack
Peter Baker, Hollis	Finlay Rothhaus, Merrimack
Susan Durham, Hollis	Janet Langdell, Milford
Brian Carroll, Hudson	Andy Seale, Milford
Howard Dilworth, Jr., Hudson	Mike Fimbel, Mont Vernon
Richard Maddox, Hudson	David R. Hall, Mont Vernon
Stuart Schneiderman, Hudson	Richard Quinlan, Mont Vernon
Sue Ellen Quinlan, Hudson	Mike Tabacsko, Nashua
Leon Barry, Litchfield	Joe Torre, Wilton

**Staff Present:**

Kerrie Diers, Executive Director	Karen M. Baker, Administrative Assistant
Tim Roache, Assistant Director	

Mike Fimbel, Acting Chairman called the meeting to order at 7:10 PM. Fimbel introduced Tim Roache as the new Assistant Director for the Nashua Regional Planning Commission (NRPC). He added that the Executive Committee supported this and that Roache was an expert in planning in transportation.

**Privilege of the Floor**

There were no members of the public in attendance to speak.

**Introduction of New Members**

Fimbel introduced new Commission member Finlay Rothhaus of Merrimack and reminded the group of the 3 new members that joined the Commission at the April meeting (Kevin Johnson & Andy Seale, both of Milford and Stuart Schneiderman of Hudson).

**Approval of Minutes – April 15, 2009**

Chairman Fimbel asked if there were any comments on the minutes of April 15<sup>th</sup>, 2009. Langdell referred to the last paragraph on page 3 saying the word “dure” was probably meant to say “sure”. Additionally, the last line of the first paragraph on page 4 should be removed. The wording did not reflect what was actually said. Fimbel asked for a motion to approve the minutes as amended. Langdell motioned with a second from Torre

THAT the minutes of April 15<sup>th</sup>, 2009 be approved as amended.

The motion carried with 3 abstentions.

**STIP Amendment #2 – Public Hearing**

Roache reviewed the memo included in the agenda packet. He explained that the NRPC recently received STIP Amendment #2 to the adopted 2009 -2012 Statewide Transportation Improvement Program (STIP) from the New Hampshire Department of Transportation (NHDOT). STIP Amendment #2 proposes changes to projects in all Metropolitan Planning Areas in the state. Below is a list of the proposed changes in projects in the Nashua Region:

- Hudson Train Depot – Relocation & Restoration of former Hudson Train Depot
- Nashua 101A – Widening from Celina Ave intersection to Amherst Street mall
- Nashua to Boston Intercity Bus Service – Constr. of 2000 sq ft passenger & ticketing facility at Exit 8
- Statewide – Various projects (guardrail replacement, pavement resurfacing & bridge inspection/rehabilitation)

Roache also informed that a legal notice was placed in the Nashua Telegraph accepting public comment through July 6<sup>th</sup>, 2009 indicating a public hearing at the evenings meeting. Due the need for approval of the STIP Amendment by beginning to mid-July, a recommendation from the TTAC for approval by the NRPC contingent on any significant comment prior to July 6<sup>th</sup> was necessary. Roache confirmed that the TTAC did meet and made a recommendation for approval.

Hall asked what the process was if there were significant comments. Roache explained that he would bring them to the interagency for discussion, address them and then bring to the Executive Committee for approval.

#### **PUBLIC HEARING OPENED AT 7:25 PM**

Fimbel opened a Public Hearing on STIP Amendment #2 of adopted 2009-2012 Statewide Transportation Improvement Program (STIP) at 7:25pm and asked if any members of the public present wished to speak. There were no members present from the public that wished to comment. Fimbel closed the Public Hearing at 7:26pm.

#### **PUBLIC HEARING CLOSED AT 7:25 PM**

Carroll asked if projects moved to 2010 squashed out anything else. Roache responded that nothing was being forced out but just shifted around and that financial constraint would be maintained. Fimbel asked if there was anything to help the 101A widening project. Roache said it would need to be shovel-ready and is not. Roache did inform the group of the letter sent, by request of the City of Nashua, to DOT requesting that the project be fully funded.

Seale asked why the expansion on the Boston Express service to Exit 8. Roache explained that it was the plan all along firstly, and secondly that the space is limited at Exit 6 and that eventually the shift will be just to Exit 8. Dilworth informed that Exit 6 would be the new DMV. After further discussion, Carroll motioned with a second from Quinlan:

THAT STIP Amendment #2 of the adopted 2009-2012 Statewide Transportation Improvement Program (STIP) be approved contingent on any significant public comment prior to July 6<sup>th</sup>, 2009.

The motion **carried** with Dilworth, Jr. opposed.

### **Nashua Regional Planning Commission FY 2010 Budget and Program Reports**

#### ***FY 2010 Budget***

Diers started off by informing the group that the Executive Committee was in support of the FY 2010 Budget and that the budget shows an overall decrease from the FY 2009 Budget. Additionally, in recognition of the difficult economic climate facing communities, the budget shows a dues rate of \$155,000 rather than the increased FY2010 rate of \$160,300 which was approved in June of 2008. Diers reviewed the personnel costs and explained that most of the budget is salary and benefits. Barry asked where the \$25,000 came from for Litchfield. Diers replied it was the circuit rider program that NRPC has which is also done for Wilton & Mason. In response to questions from Seale, Diers explained that the numbers listed under professional services are as of April and that any reserve or leftover does not go to NRPC but to consultants. Elliott questioned the Brownfields line item. Diers explained that this was the first Brownfields program (petroleum), a 3 year contract that ended this year and that they were unexpended funds that were expended. Maddox asked how the budget was down 10% but personnel only shows like 1%. Diers explained the difference was in professional services. Maddox requested that it be shown as lump sum to show that personnel was not affected or where the costs were taken out of. Michaelis questioned the travel expenses. Diers explained that these were for travel to meetings.

#### ***Program Reports***

Diers reviewed program report information included in the budget on the 2009 achievements & 2010 initiatives of Land Use and Environmental Programs. Fimbel questioned what the dues cover in relation to the match on the Hazard Mitigation plans. Diers explained this was an in-kind match and there is no monetary cost to the towns.

Seale asked if the impervious surface model ordinance and implementation was actually utilized. Diers referred to some sites in Pennichuck Square in Merrimack as well as a retrofit plaza in Nashua utilizing the impervious model and also referenced the Low Impact Development guidebook that will be developed in conjunction with this.

Michaelis questioned the towns not included to participate in the HHW events. Diers referred to the NRSWMD which was created in 1983 which required that each town participate or be included in a district to address hazardous waste. Lyndeborough, as an example, belongs to another district. Elliott asked about events in other towns. Diers said other towns were being experimented with and there are 5 to 6 events a year.

Roache reviewed program report information included in the budget on the 2009 achievements & 2010 initiatives on the Transportation Programs. Carroll asked if the signs on I-93 were part of the NRPC regions projects. Roache said they were not.

Carroll also asked about Commissioner Campbell's visit and discussions he had with the Commission on the breakdown of the stimulus moneys. Roache said there was no breakdown, but that Hudson 102 Sidewalk project did receive stimulus money did not have to come up with the match. Additionally, Litchfield also received money for their Bike/Trail project. Roache said the DOT never asked the regions where the money should go, just pretty much put it where they wanted to. In reference to some questions on stimulus and the 10 Year Plan, Roache suggested the focus be on completing the big ticket items (BSP & 101A)

Both Diers and Roache reviewed the GIS Program's Achievements & Initiatives included in the FY2010 Budget. Maddox questioned whether the State would be able utilize the NRPC regions information that will be part of the Transportation and Emergency Preparedness Plan. Roache said they were working with DOT, but nothing had been coordinated electronically yet and he was not aware of any sharing electronically. Diers said the grant was originally set & applied for to coordinate regionally in the long run. Fimbel asked if the Hazard Mitigation plans could be tied in. Roache said the main focus is on transportation impacts, adding that choke points would be incorporated into the Hazmit Plans and eventually funding could be applied for to remedy this. Roache confirmed with Langdell when questioning that no other NH regions had done a Transportation Emergency Preparedness Plan

Fimbel said the Executive Committee unanimously approved of the budget and requested a motion to adopt. Diers explained that only 1 employee as hourly and received overtime. After further discussion, it was moved by Suellen Quinlan, with a second from Susan Durham:

THAT the Nashua Regional Planning Commission FY 2010 Budget be approved.

The motion **carried** with Dilworth, Jr. opposed.

#### **Setting of the FY 2011 Dues**

Diers reviewed the Dues Table included in the agenda packet and explained that NRPC had one of the lowest dues rates in the State. Dilworth informed that Equalized Assessed Valuation could be obtained by from OEP. Diers said she was able to get the EAV, but needed population and that NRPC has had a consistent dues formula for a long time. Fimbel felt the dues listed were acceptable and only showed a 5% increase after 2 years. Diers further explained that NRPC looks at the level of match needed and uses the formula in the table to come up with the dues. After further discussion it was moved by Langdell with a second from Quinlan:

THAT the setting of the proposed FY 2011 dues be approved.

The motion **carried** with Dilworth, Jr. opposed.

#### **Annual Grant and Contract Authorization**

Diers referred to the suggested motion enclosed in the agenda packet to give approval to her to file applications associated with the FY2010 work program of the Commission as well as execute agreements to receive funds. Carroll moved with a second motion from Hall. Schneiderman asked why non-governmental organizations were not being considered. After amending the suggested motion to include "& non-governmental organizations", Carroll again moved with a second from Hall. Dilworth was reluctant to change the language not knowing the implications and might not feel comfortable working with some of the organizations associated with the work program. There was questions on whether NRPC was unknowingly being non-compliant over the years. There were several discussions on language, implications, clarification, execution, consistency, and rewording. Several members were against the amended language, while others felt it would give clarification, while others were in favor either way. After a motion to move the question by Barry, it was moved by Quinlan with a second from Durham:

THAT the original language as provided in the agenda packet with the suggested motion be approved.

The motion carried unanimously.

Hall moved to reaffirm the interpretation of agencies, with a second from Elliott. There was no further discussion, and it was moved:

THAT they reaffirm the interpretation of agencies to cover non-governmental agency.

The motion carried with Dilworth, Jr, Barry, and Finlay opposed & Torre abstaining.

### **Nominating Committee Report**

Joe Torre and Suellen Quinlan serving as the Nominating Committee proposed the following slate of officers for FY 2010:

Chair	Mike Fimbel
Vice Chair	Suellen Quinlan
Treasurer	Karin Elmer

All were asked if they were willing to do their duties. It was then moved by Saari, seconded by Carroll:

THAT the slate of officers as proposed by the Nominating Committee be approved.

The motion carried with Quinlan abstaining.

### **NH Association of Regional Planning Commissions (NHARPC)**

Diers passed around the next meeting agenda for the NHARPC and informed the group that there is a vacant spot for anyone interested in being on the association. She answered questions, and summarized what the NHARPC does.

- Current Representatives from NRPC are Kerrie Diers & Mike Fimbel
- Each RPC has 2 Representatives and 1 Director
- Brings powerful voice from members as well as from full commissions
- Funded through dues which covers lunch and a lobbyist who tracks legislation (all commissions pay the same)
- Quarterly meetings with the next one being held on June 26th at the Kimball Jenkins Estate in Concord, NH from 9:00am to 3:00pm.
- Main responsibility of being a volunteer is to be part of the committee and to report back to the commission.

### **Transportation Enhancement Grant Process**

Roache informed the group that the NHDOT issued a news release announcing the start of the 2009-2010 application cycle for the Transportation Enhancement (TE) program. He summarized what the program is and how it helps communities and suggested all apply and for more information about the program could be viewed at the NHDOT Bureau of Planning and Community Assistance website (<http://www.nh.gov/dot/org/projectdevelopment/planning/tecmaq/index.htm>). Fimbel asked if this was the program that was put on hold some years back. Roache said yes and that due to stimulus, it was opened again and the money is being managed better (80/20 Federal to Local match). Langdell confirmed with Roache that if it was a historic project, it would have to be transportation related.

### **Commissioners' Roundtable**

A commissioner's roundtable was held. It was moved by Quinlan and seconded by Carroll:

THAT the meeting be adjourned at 9:45 pm.

The motion carried unanimously.

Respectfully submitted,



---

Kerrie Diers, Official Recorder