



MINUTES
NASHUA REGIONAL PLANNING COMMISSION
Executive Committee
March 19, 2008

Present: Kathy Hersh, Chair
Tom Collins
Howard Dilworth
Noreen O'Connell
Joe Torre

Staff: Stephen Williams, Executive Director
Kerrie Diers, Assistant Director

Guest: Brad Vear

I. Call to Order:

The meeting was called to order by Chair Hersh at 6:02 pm.

II. Minutes of February 20, 2008:

O'Connell moved to approve the minutes as presented. Torre seconded the motion. The motion passed unanimously.

III. February Finance Report and Balance Sheet:

Williams presented the February Finance Report. Although we are 66% of the way through the year, we are only at about 53% to budget on revenues and expenditures. This is largely due to several projects that we anticipated but have not done significant work on. This includes the technical work on the Commuter Rail project, which is on hold, and the delay on the hazard mitigation planning contracts from the NH OEM. In addition, NRPC has two vacant positions that are not currently filled. Williams reviewed the balance sheet and noted that the NH PDIP account is fluctuating to adjust to our flat indirect rate. Robin and Shirley are progressing in updating the accounting software and taking care of a lot of loose ends.

IV. NRPC Facility

Williams introduced Brad Vear, who has been assisting NRPC in our facilities search. The RFP's were sent to the four properties that were discussed in February, and all four were returned on Monday. Vear compiled the responses into a comparative analysis and explained the results. This is the initial response from the property vendors. The process is that they expect NRPC to come back with additional proposals to negotiate. The Committee reviewed the information for each property and discussed the merits of each. The Committee requested that Vear eliminate the Henry Clay Drive location due to the unknown fit up costs that NRPC would have to bear under the proposed terms. The Committee discussed the benefits of remaining on Main Street in Nashua versus other locations, as well as the possibility of sharing a facility with the Chamber of Commerce. The Committee directed Vear and Williams to continue discussions with the three other properties and to also conduct an analysis for purchasing a building.

V. Non –public session per RSA 91-A:3 II(e) to discuss pending litigation

O'Connell made a motion to enter into non-public session per RSA 91-A:3 II(e) to discuss pending litigation. The motion was seconded by Collins. Roll call vote in favor of the motion:

Hersh – Yes
Collins – Yes
Dilworth – No
O'Connell – Yes
Torre – Yes



O'Connell made a motion to come out of non-public session, seconded by Torre. Motion was approved unanimously.

IV. Other Business:

- This is Hersh's last year as Chair of NRPC. Hersh asked Torre and Collins to serve with her on the Nominating Committee. Both agreed. The slate of officers will be presented at the June Commission meeting.
- Williams noted that HB 1472, one of the workforce housing bills currently being considered by the legislature, had passed the House and is going to be taken up by the Senate. This Committee did not express an opinion on the bill upon initial consideration because it was considered to be a bill that had weak support. Dillworth moved that NRPC vigorously oppose the bill. Torre seconded the motion. The motion carried unanimously.
- Williams also noted that the commuter rail liability cap passed on a voice vote, and is optimistic that the legislation will pass the Senate.

VIII. Next Meeting: The next meeting will be April 16, 2008.

IX. Adjourn:

Motion to adjourn was made by O'Connell and seconded by Dillworth. Meeting adjourned at 6:55 pm.