



**MINUTES**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**Executive Committee Special Meeting**  
**July 28, 2008**

**Present:** Noreen O'Connell, Chair  
Tom Collins  
Karin Elmer  
Mike Fimbel  
Kathy Hersh  
Suellen Seabury  
Joe Torre

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

**I. Call to Order:**

The meeting was called to order by Chair O'Connell at 6:05 pm.

**II. Discussion of Agency Financial Considerations for Lease of Office at 9 Executive Park Drive in Merrimack:**

Diers and Williams reviewed a memo dated July 28, 2008 which reported that they were becoming concerned about the future financial condition of the agency due to signs of fiscal distress that they were seeing at state agencies which provide the majority of the funding. In addition, there was also concern expressed about moving out of downtown Nashua. An extensive discussion ensued on the following points:

1. There was concern on the part of Executive Committee members regarding the ability of the agency to handle the \$40,000 increase in annual costs and about \$15,000 in moving expenses related to moving to Merrimack.
2. There was a strong feeling that the current offices are not an appropriate professional location for the agency. As a result, there was no interest in pursuing any negotiation with the current landlord for a longer term lease at the current location, even if that included improvements.
3. There were several members who felt that if anything, the economy would worsen later in the calendar year and that options might be available in the winter that were not available now.
4. Members of the Executive Committee thought that the fiscally prudent approach would be to see if it was possible to get a short lease extension at the current location, or perhaps continue in this location month to month through the middle of 2009 and wait to see what becomes available in that time frame.

Seabury made the following motion, which was seconded by Elmer:

**I move to recommend that the Executive Committee not sign the Merrimack Lease**

The motion carried by a 4 to 3 vote.

Seabury Quinlan made a motion, seconded by Elmer:

**I move to direct NRPC to negotiate a short term lease with the existing landlord.**

The motion and second were withdrawn after further discussion.



The Executive Committee directed Williams to open negotiation with the current landlord on a short term extension. If the landlord is not willing to give the short term extension or wanted a substantially higher rate, the Chair will call another special meeting for Monday night August 4 to reconsider the action taken at this meeting.

Williams was also directed to continue looking at possible properties in downtown Nashua as well as other locations including Merrimack.

**III. Other Business:**

None

**IV. Adjourn:**

Torre made a motion to adjourn at 7:35 pm, which was seconded by Collins. The motion carried unanimously.

#2010-68