



**MINUTES**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**Executive Committee Special Meeting**  
**August 4, 2008**

**Present:** Noreen O'Connell, Chair  
Tom Collins  
Howard Dilworth  
Karin Elmer  
Mike Fimbel  
Kathy Hersh  
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 O'Connell at 5:35 pm.

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

Williams reviewed the events of the past week with respect to exploring the option of remaining in the current location by extending the current lease. Williams distributed a letter from Montcalm Associates dated July 30, 2008 in which the current landlord proposed the terms of extending the current lease. After further negotiation, the current landlord requested an additional \$950 per month for a six month extension.

Williams then distributed a letter from One Hundred Market Group, LTD, dated July 31, 2008. The prospective landlord in Merrimack modified his proposed terms somewhat and proposed a 5.5 year lease and agreed to give NRPC an option for a 5 year extension at the same terms as were originally proposed for the 10 year lease.

There was significant discussion about the trade off between leaving Nashua and getting a good deal on cost for the facility, and also about the costs we might end up paying for equivalent space downtown. Williams distributed a table that compared the cost of the extension at the current location with the proposed location in Merrimack. He also distributed a worksheet showing the three facility options and the expected impact on the FY 09 Budget.

Collins made a motion to rescind the vote taken on July 28, 2008, which was seconded by Elmer. The motion carried unanimously.

Torre made a motion to authorize Williams and O'Connell to sign the lease for 5.5 years with an option of an additional 5 years at 9 Executive Park Drive in Merrimack. The motion carried unanimously.

**III. Other Business:**

None

**IV. Adjourn:**

Elmer made a motion to adjourn at 6:35 pm, which was seconded by Fimbel. The motion carried unanimously.