



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

**Present:** Karin Elmer, Treasurer  
Janet Langdell  
Suellen Seabury  
Mike Fimbel, Acting Chairman  
Peter Baker  
Joe Torre  
Howard Dilworth (6:45 arrival)

**Staff:** Kerrie Diers, Executive Director  
Tim Roache, Assistant Director

**I. Call to Order:**

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

**II. Minutes:**

Approval of May 20, 2009 meeting minutes: Fimbel moved to approve the minutes as presented, seconded by Elmer. Discussion: Langdell corrected the spelling of her name. Fimbel clarified that the discussion of NHRPC participation was to be taken up with the full commission. PB motioned to accept the minutes as amended, Langdell second. The minutes were approved.

**III. April Finance Report:**

Diers reviewed the May finance report. Discussion regarding the estimated losses for the year centered on the recalculation of the indirect rate and the move to Merrimack. Diers discussed the balance sheet and cash flow analysis. Elmer moved to accept the finance report, Langdell second. Motion passed unanimously.

**IV. FY 2010 Budget:**

Diers reviewed the draft 2010 budget and discussed the indirect rate calculation. Elmer asked if we could anticipate changes from NHDOT adjustments. Diers explained that we will prepare early and complete an audit in July. Diers described changes to the budget and discussed the status of the reserve fund. Elmer suggested budgeting for a new vehicle. Fimbel asked about funding for a 50<sup>th</sup> Anniversary celebration. Diers explained that we will need to rethink the celebration to match the current financial situation. The executive committee discussed the remainder of the budget document which summarizes accomplishments of the staff and goals for the upcoming fiscal year. Baker motioned to accept the budget, it was seconded by Torre. The motion passed unanimously.

**V. Annual Dues:**

Fimbel opened the discussion on the annual dues. Diers proposed a 5% increase based on the fact that FY 10 dues were frozen and the recent loss of that the NHDOT match. The Executive Committee discussed the rationale behind the increase. Baker questioned the process for setting the dues. Diers explained that the dues rate is not set by law but the process in practice is considered a fair method. Torre motioned to approve the FY 11 Dues, Baker second. The motion passed unanimously.

**VI. Grant and Contract Authorization:**

Fimbel described the process and rationale to allow the Executive Director the power to act on behalf of the Commission and execute contracts. Fimbel read the language and described the necessary motion. Seabury made the motion. Torre and Elmer seconded the motion. The motion passed unanimously.

Howard Dilworth arrived (6:45)

**VII. Northeast Rail Coalition**

Diers description of the NERC and a summary of answers to questions raised at the last Executive Committee Meeting. Diers described who is involved with the NERC. Seabury supported NRPC joining the coalition as it shows the commissions support for the rail project. Torre questioned if the groups that are part of the coalition are groups NRPC with whom should be aligned. The committee discussed if language supporting the NERC is good enough. Baker made a motion to support NRPC joining the NERC which was seconded by Elmer. The motion passed unanimously.

**VIII. Other Business**

None discussed

**IX. Adjourn**

Torre motioned to adjourn and Baker seconded at 6:55 pm. Motion passed.