



APPROVED MINUTES
NASHUA REGIONAL PLANNING COMMISSION
Held at the NRPC Office
9 Executive Park, Suite 201, Merrimack, NH
September 19, 2018

Members Present:

Michael Dell Orfano, Amherst	Karin Elmer, Merrimack	Kermit Williams, Wilton
Susan Ruch, Amherst	Bill Boyd, Merrimack	Kim Queenan, Litchfield
Mike Fimbel, Mont Vernon	Mary Ann Melizzi-Golja, Nashua	Dave Hennessey, Pelham
Bob Larmouth, Hollis	Chris Constantino, Milford	Hal Lynde, Pelham
James Battis, Hudson	Janet Langdell, Milford	Jim Kofalt, Wilton

Others Present:

Tim White, NHDES	Cam Prolman, SNHPC
Sylvia von Aulock, SNHPC	Lucy St. Jean, NHDOT
Michael Croteau, Litchfield PB	

Staff Present:

Jay Minkarah, Executive Director	Gregg Lantos, Principal Transportation Planner/MPO Coord.
Sara Siskavich, Assistant Director	

1. WELCOME AND INTRODUCTIONS:

Ruch opened the meeting at 7:11 pm.

2. PRIVILEGE OF THE FLOOR:

There was no public present that wished to speak. Dell Orfano mentioned that Martin Michaelis will be stepping down as Commissioner for Amherst. Langdell requested the Commission formally acknowledge his many years of service. Karen Baker was also commended for her years of dedicated employment at NRPC.

3. APPROVAL OF THE MINUTES – JUNE 20, 2018:

Ruch asked if there were any comments on the minutes of June 20, 2018. Boyd requested that Tim Tenhave's requested grammatical changes sent via email be incorporated.

Hennessey motioned with a second from Battis:

THAT the minutes of June 20, 2018 be approved as amended and placed on file for audit.

The motion **carried**.

4. INFRASTRUCTURE CONDITIONS (PERFORMANCE MEASURE 2) AND SYSTEM PERFORMANCE (PERFORMANCE MEASURE 3) TARGETS (ACTION REQUIRED)

Lantos briefly reviewed the packet technical memo regarding Performance Measures (PM) targets that are due to be adopted by MPOs by the end of November. These include PM2, National Highway System pavement and bridge conditions and PM3, travel time reliability.

Regarding pavement, Lantos discussed the fact that state DOTs have some flexibility and may use the simple IRI measure for the first reporting period to allow them time to collect any additional data needed for a more thorough analysis. MPOs, however, are required to use the combined factors even for the initial performance period. NRPC is proposing MPO-specific performance targets rather than adoption of statewide targets.

Williams asked if the scoring was based on subjective observation. Lantos briefly summarized the technical analysis for road condition scoring and mentioned that the Rte. 293 paving resulted in dramatically improved scores, as expected.

Lantos noted an omission of Reliable Travel Miles on page 2 of the TTAC memo and Battis noted a typo. After further discussion, Elmer motioned with a second from Dell Orfano:

THAT the Commission adopt the recommended performance targets for NHS pavement, bridge condition, and travel time reliability, as amended.

The motion **carried.**

5. PRESENTATION – SYLVIA VON AULOCK, EXECUTIVE DIRECTOR, SOUTHERN NH PLANNING COMMISSION: SNHPC'S BECOMING AGE-FRIENDLY PROGRAM

Sylvia von Aulock and Cam Prolman from Southern New Hampshire Planning Commission presented the results of SNHPC's Becoming Age-Friendly project supported through the Tufts Foundation and the efforts of many local partners. Phase 1 of the three-year project focused on Community Assessments to describe opportunities and roadblocks for millennials and seniors in the areas of housing, transportation, recreation, community engagement and economic development. They reviewed the results of survey data collected through a variety of channels, including stakeholder input sessions and resident and industry surveys. During Phase II, the project supported the communities of Chester, Bedford and Goffstown with pilot programming, and stakeholder feedback obtained during a pilot business program informed a new Age-Friendly criteria checklist for businesses. As Phase III of the program gets underway, SNHPC will be preparing strategic plans for up to three more SNHPC communities and conducting outreach to other NH regional and statewide agencies.

Dell Orfano observed that the cost of land in the NRPC region is a significant constraint on housing growth, as well as restrictive zoning. Both he and Hennessey agreed that millennials and seniors are competing for essentially the same housing stock. Hennessey has observed that seniors outcompete millennials who end up living back with their parents.

In response to a query by Williams, Prolman confirmed that input from millennials outside of Manchester was difficult to obtain, and there were far more responses from seniors overall. Prolman clarified for Langdell that millennials are ages 18-35, and seniors were very broadly defined as ages 50+. Minkarah confirmed that a lack of social engagement in rural areas is a recurrent, but surmountable problem.

The group discussed various strategies to help offset the states' housing issues, including additional multi-family housing. Accessory dwelling units (ADUs) are another tool; Hennessey noted, however, that appraisals of ADUs have been disappointing; furthermore, finding ADUs for an interested buyer can be difficult because they are not explicitly coded in MLS.

Langdell noted that the NH AARP website reflects a great deal of work in this area. The group reflected on the alignment of this project with AARP's Domains of Livability, the DHHS's state plan on aging, and recent housing summits at St. Anselm College, the write-ups from which can be shared out to the Commission. Minkarah pointed out that NRPC will be updating the regional housing needs assessment as well.

6. TRANSPORTATION PROJECT UPDATES:

Lantos discussed the current update to the Metropolitan Transportation Plan which will include new existing conditions data, model forecasts, land-use projections, and a reorganized project listing. Fiscally-constrained and recommended projects will go through the model process, and illustrative projects will show priority projects outside of the present funding scenario. Two new projects include a northern crossing over the Merrimack and a treatment of 101A safety and widening improvements.

After some group discussion about the merits of various other potential projects, Minkarah briefly discussed the prior outreach and input that informs the project listing, including the advisory role of TTAC, and the process of plan adoption by commissioners after a 30-day review period.

At the request of Williams, Lantos briefly reviewed the Commission's TMA sub-allocation authority which allows for an additional \$5.1M. NRPC was asked to submit an additional two priority projects as a result.

In response to Fimbel, Lantos clarified that the river crossing is programmed with 100% federal funds rather than toll credits.

Lantos next reviewed recent changes to the Ten-Year Plan (TYP) process, specifically that NHDOT has advanced the timing of project submittals and has added an engineering review requirement. NRPC can accommodate the new submittal deadline and can facilitate the engineering review by NHDOT staff for communities that lack in-house capacity. There was some discussion about the depth of the required engineering review.

7. GENERAL UPDATES:

Staffing Updates

Minkarah briefly reviewed plans for three new hires to offset the departures of Tanya Reinert and Karen Baker. Mason Twombly is the new entry-level regional environmental planner who would provide critical backup to HHW program staffing and support for a new \$27K grant from EPA for HHW education. The new part time community relations coordinator, Meredith King, will manage email news, social media, outreach, and provide administrative support for our public meetings. A new full-time business manager, Kate Lafond, will conduct all back-end office functions including bookkeeping, HR, and day-to-day office management.

Office Space Lease

Minkarah briefly reviewed the fact that the current office space lease will be expiring in March, and there is no renewal provision. The Executive Committee and Office Space Subcommittee are examining various proposals for new office space and updates will be provided accordingly.

COMMISSIONERS ROUNDTABLE

NHDES – White provided an update on the Volkswagen settlement. A mitigation plan was submitted September 7 and is now available at the Office of Strategic Initiatives (OSI) website. The significance is that in 30 days state beneficiaries can start drawing down the funds. Liz Strachan from NHDES can help assess the

viability of project ideas for the clean diesel program will be doing a webinar on Friday, October 5 at 1 pm on the basics and how to apply. Support and match requirements depend on type of project.

PELHAM – Pelham is concerned about MBTE mitigation funding being redirected to other existing water projects that have nothing to do with MBTE and is considering legal action. The town is also interested in a group purchase of a glass crusher. Minkarah mentioned the recycling problem affects our communities broadly and NRPC is looking at ways to help.

LITCHFIELD – Queenan thanked NRPC for legal and planning support, specifically in relation to their master plan’s community design chapter update.

HUDSON – Battis mentioned the town has hired a new permanent town planner.

WILTON – Williams discussed challenges posed by ambiguous survey records affecting the new subdivision in town known as Wilton Village in proximity to a town cemetery. Dell Orfano reported that Amherst has encountered a similar problem of open space land becoming legally orphaned because it was never property deeded over to the town, which prompted changes in how open space is defined and managed.

AMHERST -- Dell Orfano briefly mentioned the departure of Town Admin Jim O’Mara. Amherst is kicking off a master plan update and NRPC will be involved. At the request of Dell Orfano there was a brief discussion of IRS opportunity zones.

MILFORD – Langdell reminded the group that the annual Milford Pumpkin Festival will be October 5-7 and it will have much to offer. She mentioned that the Milford Entrepreneur Center is now renovated and improved—more to come on that.

MONT VERNON: Fimbel reports that a new town library may be a possibility in the next year or two, and there will be an upcoming associated community forum. Lamson Farm Day will be September 29.

NASHUA – Melizzi-Golja provided an update on remediation of the former Tannery site and the challenges of containment versus removal. The City now also has on the books an ordinance to regulate urban chickens.

HOLLIS – Larmouth noted the passing of Selectman Manoukian. The Town’s finance officer is filling in after the departure of Town Administrator Galipeau. Hollis Old Home Days is approaching. Larmouth will be participating in the United Way Sleep Out at the Nashua Community College to raise awareness of the homelessness problem.

ADJOURN

The motion to adjourn came from Langdell with a second from Boyd. The meeting ended at 9:04pm. The next Commission meeting will be held on Wednesday, December 19, 2018 at 7:00pm.

Respectfully submitted

Jay Minkarah, Executive Director: _____