

**Meeting Minutes:
Central New Hampshire Regional Planning Commission Annual Meeting
11 June, 2009**

- Meeting called to order at 7:01 PM.
- Introductions of full Commission members in attendance. In attendance were:
 - Mike Guiney, Dunbarton
 - James Rodger, Allenstown
 - Donald Chaput, Allenstown
 - Clarke Kidder, Hopkinton
 - Jim McLaughlin, Warner
 - Doug McCallum, Canterbury
 - Craig Ohlson, Deering
 - Keith Johnson, Deering
 - Lyman Cousens, Boscawen
 - Ty Miller, Canterbury
 - Jeff White, Pembroke
 - Jim McElroy, Henniker
 - Bethann McCarthy, Hopkinton
 - Stephen Buckley, Bow
 - Chris Porter, Epsom
 - Rick Davies Warner
 - Scott Osgood, Henniker
 - Ken Swayze, Dunbarton
 - Susan Rauth, Webster
 - Joseph Schmidt, Salisbury
 - Kevin Mara, Chichester
 - Bill Glennie, Bradford
 - Kathy Cruson, Pembroke
- CNHRPC Staff Included:
 - Sharon Wason
 - Matt Monahan
 - Rodrigo Marion
 - Vanessa Bitterman
 - Stephanie Alexander
 - Craig Tufts
 - Dan Snyder
- Approval of Minutes of February 12, 2009:
 - Motion to approve meeting minutes made by James McElroy
 - Seconded by Lyman Cousens
 - Approved

- Treasurer's Report:
 - Proposed budget introduced by Treasurer Cousens
 - Revenues and expenses discussed. There appears to be a \$130,000 deficit, but this is misleading as dues have not been collected. Once dues are collected the deficit would be less than \$5,000. This represents a sizeable improvement over subsequent years
 - New auditors have completed a certified audit (June 30, 0008). CNHRPC is expected to break even.
 - There is still some outstanding billing to be sent out
 - June 30, 2009 figures will be sent when available.
 - FY 2010 is close to FY 2009.
 - There could be some income added to the budget as the year unfolds – some as of yet defined work items and contracts
 - Treasurer Cousens submits budget for approval by CNHRPC
 - Question from Bethann McCarthy about why, in general, there are deficits
 - Stephen Buckley indicates that dues have been even for 3 years.
 - Lyman Cousens indicates that dues are about \$100,000 and represent about 20% of the Commission's revenue.
 - Stephen Buckley indicates that about an additional 20% of the revenue comes from various job contracts
 - Lyman Cousens indicates that about \$650,000 is from Safe Routes to School
 - There is another question about how much of a surplus there may be.
 - Lyman Cousens indicates that there is none.
 - Sharon Wason adds that there is a CD for about \$24,000.
 - Stephen Buckley seconds Lyman Cousens motion to adopt the budget
 - James McElroy asks if there is further discussion
 - Budget passes unanimously
- Stephen Buckley's Report on the NH Association of Regional Planning Commissions:
 - June 26, 2009 is the next Association Meeting.
 - Another representative from CNHRPC is needed
 - Association has spent most of its time this year on legislative issues
 - House Bill 321 was supported by the Association. It dealt with delaying the effective date of the Work Force Housing legislation. It has passed the House and Senate; is currently in a conference committee and will be sent to the Governor
 - Association also supported Senate Bill 29 to clarify the DRI Process. This too has passed both the House and the Senate and is in conference committee
 - Association will co-sponsor the fall Planning Conference with OEP
 - Association's goal is to provide training and support to town Boards
 - Stephen Buckley asks if there is any other questions

- Bethann McCarthy asks if there is a state mechanism for funding DRI review
 - Stephen Buckley indicates that there was a provision in SB 29 to require developers to pay for RPC review of a DRI; at this point, the bill will recommend that all RPCs identify DRI thresholds
- Stephen Buckley explained the Commission's Executive Committee and indicated the membership up for election as:
 - James McElroy: Chair
 - Ty Miller: Vice Chair
 - Keith Johnson: Secretary
 - Lyman Cousens: Treasurer
 - Richard Lemieux
 - James Pike
 - Sue Roman
 - Stephen Buckley
 - Motion made to elect the above mentioned committee members
 - Motion seconded
 - Members of Executive Committee elected unanimously
 - James McElroy asks how many new members there are
 - New members raise hands
 - James McElroy welcomes them
 - James McElroy asks how many members are leaving
 - 1 member indicates they are leaving
 - New members introduce themselves
 - James McElroy asks staff what some of the Commission's projects are:
 - Craig Tufts explains the Bow Buildout
 - Vanessa Bitterman explains the Currier and Ives Scenic Byway
 - Nik Coates explains Green Commute Week
 - Stephanie Alexander explains the 2008 NHARPC Fall Conference, CIPs, and Hazard Mitigation plan updates
 - James McElroy explains that CIPs and Hazard Mitigation plans are vital for various types of funding
 - Sharon Wason indicates that there is a menu of services in the Commissioner's Handouts
 - Small break before presentation by guest speaker

- Break ends
- James McElroy asks if there are any questions of the housing needs assessments
- Sharon Wason indicates that they were not done for a while due to director turnover prior to her tenure. Sharon Wason then explains the document and contents briefly, including its relevance with compliance with the new Affordable Housing Law.
- James McElroy indicates that there will be a Groundwater Conference in Webster on June 22nd. Also, that the groundwater situation in NH is sensitive
- James McElroy asks if there are any other announcements
 - Nik Coates discusses the Bike Swap project and asks that any donated bikes be dropped off at Planning Commission Offices
- James McElroy introduces guest speaker: Charles Martin
- Charles Martin begins presentation on Rail Trail opportunities in Central NH
- Charles Martin concludes Rail Trail presentation
- Charles Martin takes questions on Rail Trail presentation
- Motion to adjourn meeting
- Motion Seconded
- Meeting adjourned: 9:12PM

Minutes submitted by Matt Monahan, CNHRPC staff