

# LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3  
Meredith, NH 03253  
Tel 603.279.8171  
www.lakesrpc.org



## LRPC Executive Board Meeting

Minutes of March 8, 2023

Approved April 12, 2023

PRESENT	Dean Anson, II, Cristina Ashjian, John Ayer (Chair), Mardean Badger, Bill Bolton, Patricia Farley (Secretary), David Katz (Vice Chair) - virtually, David Kerr (Treasurer), Stephen Wingate
ABSENT	Mark Hildebrand, Bob Snelling
STAFF	Jeff Hayes (Executive Director), Sean Chamberlin (Sr. Transportation Planner), Linda Waldron (Administrative Assistant)
LOCATION	LRPC Office, 1 <sup>st</sup> Floor Conference Room, Meredith

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### 1. Call to Order

Chair Ayer called the meeting to order at 9:04 AM noting that a quorum was present, and that Vice Chair Dave Katz was joining us remotely. Vice Chair Katz stated that he was alone in the room.

### 2. Minutes

Minutes of November's Executive Board meeting were acknowledged for comments and discussion. Following same, Secretary Pat Farley put forth a motion to accept the minutes as presented which was seconded by Mardean Badger. A voice vote was taken in which all members present were in favor (including Vice Chair Katz) with the exception of Bill Bolton who abstained. Motion passed.

Minutes of December's Executive Board meeting was acknowledged for comments and discussion. Following same, Cristina Ashjian put forth a motion to accept the minutes as presented which was seconded by Secretary Pat Farley. A voice vote was taken in which all members present were in favor (including Vice Chair Katz) with the exception of Bill Bolton who abstained. Motion passed.

### 3. Finance/Treasurer Report

Executive Director Hayes noted that there still remains a bit of a deficit. Some of this is due to an increase in staff and benefits as well as some projects that have gone over budget a bit. We are expecting to recover soon as projects are wrapping up.

### 4. Monthly Executive Report (December, January, February)

Executive Director Hayes provided a brief review of these reports. There were some questions and discussions on various items.

### 5. Committee Reports (TAC)

Treasurer Kerr advised that March's meeting was cancelled. February's meeting saw a coordinated interest in the bike/pedestrian plan. Traffic counts were discussed. Moultonborough would like to consolidate 4 of their TYP projects into one as these 4 are related to intersections within the same general geographic area. Undertaking these projects during the same timeframe would be less disruptive to traffic flow. Also Bristol is experiencing funding issues regarding 2 of their projects and they are trying to decide how best to handle this.

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## 6. Old Business

- a. RHNA Report – Fair Share Housing Allocation by Town. Executive Director Hayes explained that he will be presenting the draft RHNA report to the full commission at the Commission Meeting scheduled for end of the month. Fair share allocation is the main concern. Municipalities should be looking at their Master Plans with a view towards finding a location in the community where high density makes sense. There is a serious legal obligation to comply with these numbers. LRPC will be implementing a greater effort to look at water and sewer capacity issues in communities which is a barrier to allow for increased density in order to meet these requirements.
- b. By-Law Change. Executive Director Hayes reviewed the proposed change which will align our By-Laws with RSA 36 regarding annual election of officers. Vice Chair Katz suggested that it be modified further to reflect that commissioners are responsible for electing both the Executive Board and its officers as it appeared to be unclear in his view. This suggestion was undisputed and will be followed-up on at the next Board meeting, placed on the agenda under "old business".
- c. Name Tags. Reminder was made. Most important to be worn at the Commissioner meetings in order to identify commissioners from non-commissioner attendees, especially when it comes to voting.

## 7. New Business

- a. SB-47. Executive Director Hayes commented that he wanted Board members to be aware of bill and to stress that density is one of the main components being focused on to address the current housing shortage.
- b. LRPC Member Logo. Chair Ayer voiced his thoughts on creating this logo for use by municipalities in their outgoing communications. There will be further discussion and consideration at a future date with examples.
- c. Resignations/Open Board Positions. Executive Director Hayes announced that in addition to the current vacant board position, we will be losing another member as Steve Wingate will be stepping down at the conclusion of his term. While the Chair is permitted to appoint a temporary replacement prior to elections, we do need to be thinking about full term candidates for placement on the ballot for the annual meeting. Discussion was had regarding whether or not to reduce the board membership down from 12. This is primarily due to difficulties in finding interested replacements and attendance issues to establish quorums. It was decided to continue the discussion at the next meeting.
- d. Commitment to Serve & Conflict of Interest Policies for Commissioners. Executive Director Hayes described the need to have not only Executive Board members, but also Commissioners sign these two documents. A separate version of these documents was created for Commissioners where their duties vary from those of Executive Board members. Executive Director Hayes asked that the Board readopt these policies so we can distribute them to Commissioners for signature. Chair Ayer noted that in the Commitment to Serve for Board Members document there was reference to the Board as "Board of Directors" rather than "Executive Board". It was suggested that, although we are commonly referred to as a Board of Directors, we should change the verbiage in the policy documents to "Executive Board" where necessary to be consistent with the identification of the board in the By-Laws. Vice Chair Katz proffered a motion to adopt the policies with suggested amendments which was seconded by Treasurer Kerr. There was no further discussion. A voice vote taken indicated all were in favor (including Vice Chair Katz). Motion passed.

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- e. Annual Meeting – Nominating Committee. The Nominating Committee consists of Executive Director Hayes, Chair Ayer, and Vice Chair Katz. The Committee will work on the ballot for the annual meeting to fill the current vacant position and the upcoming vacant position on the Executive Board should it be decided that we continue with 12 members. Annual officer nominations will need to be included on the ballot as well.  
Annual Meeting – Awards Committee. The Awards Committee consists of Bob Snelling and Dean Anson.
- f. Approval of TYP Priorities. Sr. Transportation Planner, Sean Chamberlin, informed the Board that he has at long last received feedback from the DOT on the priority list submitted back in November. As such, it is now the TAC's recommendation that, with the allocation we have received from DOT, we increase the funding for the Meredith intersection project as first priority and, with the remaining funds, partially fund the Laconia rehabilitation project as second priority. Additionally, information being received regarding TYP projects currently entering the engineering phase is that costs are significantly higher than expected when they entered the plan. Sean posits that over the next two or more rounds of TYP, that we should look to reinvest in these existing projects rather than submit new ones. Vice Chair Katz put forth a motion to approve the TAC's proposed recommendation for the TYP be submitted to DOT. Treasurer Kerr seconded the motion. No further discussion. A voice vote was conducted with all in favor. Motion passed.

## 8. Announcements

Executive Director Hayes wanted everyone to be aware of the congressional ear mark requests being accepted by Senator Shaheen and Congressman Pappas. He also advised that he and Sean recently met with Executive Councilor Warmington who was looking to better understand our TYP priorities. A copy of a recent Governor and Executive Council Meeting Report is included in the meeting packet. Additionally, Executive Director Hayes announced that there will be a NH Association of Regional Planning Commissions (NHARPC) *Commissioners Convening* lunch meeting on May 5, 2023 if anyone would like to attend.

## 9. Roundtable

S. Wingate, Tuftonboro—A couple of years ago, the LRPC assisted the town in obtaining a grant to build a new police station. As it turns out, the cost of the build has been more expensive than they had counted on so there is a plan to construct only 76% of the building which still needs to be approved at the town meeting. The building has been redesigned such that it can be added on to in the future.

Pat Farley, Tamworth—The town recently hosted a broadband forum to educate the public on the available options and costs. Consolidated Communications received the award. They are currently waiting for the engineers to do their part. The town's septic system (in the center of town) is at capacity which prohibits any new development or expansions. There have been discussions regarding the construction of a new system. The selectboard sent out a letter of request to engineers to explore this, but have not received any responses as of yet.

C. Ashjian, Moultonborough—In February the planning board approved the application of Koss developers for the Bean Road housing development despite abutters and Town of Center Harbor's disapproval. It has, however, been scaled down to 42 market-rate duplex units. Cristina also attended the Meredith DOT meeting regarding the historic culvert replacement project. There has been a new presentation to the selectboard relative to creating a Community Center to be known as "The HUB".

D. Katz, New Hampton—Dave has been doing some commissioner recruiting and announced that he has found someone to fill the vacant Commissioner position in New Hampton; waiting on the selectboard to make the

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appointment. He suggested that if other commissioners could follow suit and assist in filling vacant spots, it would certainly help with our quorum issues. The condition assessment has been completed relative to the rehabilitation of the 1798 Town House and the report has been posted to the town's website for anyone interested in reviewing it.

D. Anson, Laconia—Reporting on conservation issues, Dean advised that the Winnisquam Watershed Network has been able to secure 319 grant funds to work on improvements along the shoreline of Winnisquam. The grant money will help to address run off issues from Black Brook Road in Sanbornton, Deer Park Association in Meredith, and Gale Avenue in Laconia. They are waiting for the engineering selection process to begin. Also, there was a joint meeting between the Laconia and Gilford Conservation Commissions looking to combine resources to identify overlapping projects to address.

B. Bolton, Plymouth—The Ways & Means Committee is considering the pot bill coming down the line. The town is looking at a joint community center which would include housing the police and fire stations. It seems as though there are a lot more items being put on as warrant articles for town meeting. Bill notes that there seems to be some difficulty in maintaining a good relationship between non-profits and for-profits in Plymouth and the town is suffering under the weight of supporting this. A bill was put in this year to establish a commission to look at the nature of non-profits, but adoption is doubtful. They likely will need to increase the tax load to compensate.

M. Badger, Ashland—There is one amendment on the ballot for revisions of the flood hazard area language which came through FEMA for planning and zoning. There are two warrants on the ballot which came from the selectboard, one is for a trash-to-energy facility and the other is for broadband access. The Mill Pond development proposal is currently at a standstill with regard to information going through the planning board. If it does get approved, it would meet the requirements for affordable housing. There is an old subdivision development which was approved back in the 80's made up of multiple parcels which has not had any activity since its approval. Subsequently, some parcels of the overall property have changed hands. There have been a couple of recommendations to the selectboard in the past to revoke the approval on those grounds. The planning board has referred the matter to the selectboard with a request that they hire legal council to sort it out.

D. Kerr, Barnstead—Town elections are next Tuesday. The planning board has one vacancy with one candidate running. That person is also interested in becoming a second commissioner. To add to the difficulties with regard to the ongoing subdivision matter, the developer was supposed to set up a fund to cover for the town's costs of any legal fees or special studies needed to be done, but the money was never deposited so collection might be contentious.

J. Ayer, Gilford—Town meeting is next week. Gilford has settled on a short-term rental ordinance which will be voted on at town meeting. If approved, staff will need to figure out how to implement this for discussion with the planning board. They are also in the process of amending their steep slopes regulations.

## 10. **Adjournment**

Chair Ayer adjourned the meeting at 11:30 AM.

Respectfully Submitted,  
Linda Waldron  
Administrative Assistant