

LAKES REGION PLANNING COMMISSION

103 Main Street, Suite 3
Meredith, NH 03253

(603) 279-8171 | www.LakesRPC.org



MEMORANDUM

TO LRPC Commissioners

CC Member Select Boards, Planning Boards and Departments, Town Administrators,
and Lakes Region Legislators

FROM Jeff Hayes, Executive Director

DATE September 9, 2019

On Monday, September 23, 2019, the Lakes Region Planning Commission will hold a regular meeting at the Plymouth Regional Senior Center in downtown Plymouth.

First on the agenda will be the FY20 Budget and FY21 municipal appropriations for membership dues and HHW allocations for the Summer 2020 collection. Then **Guest Speaker Steve Taylor, NH Humanities Bureau**, will give a talk entitled **New Hampshire Roads Taken—Or Not**.

His talk explores New Hampshire's endeavor following World War II to construct new highways and improve existing roads, and the profound and lasting impact of the decisions about both where to build and where not to build—the latter choices generating as much conflict as what was eventually implemented.

Mr. Taylor served as New Hampshire's commissioner of agriculture for 25 years and was the founding executive director of the New Hampshire Humanities Council. An independent scholar, farmer, and journalist, he also operates a dairy, maple syrup, and cheese-making enterprise with his sons in Meriden Village, NH.

Please join us for this opportunity to learn and share information, and to strategize on behalf of the Lakes Region. All LRPC meetings are open to the public. For additional information or special accommodation, please contact the LRPC at 279-5334 or admin@lakesrpc.org.



Lakes Region Planning Commission

Area 1 Meeting

Monday, September 23, 2019

6:00 – 8:00 PM

Plymouth Regional Senior Center

Downstairs Dining Room

8 Depot Street (*use 34 Green Street*)

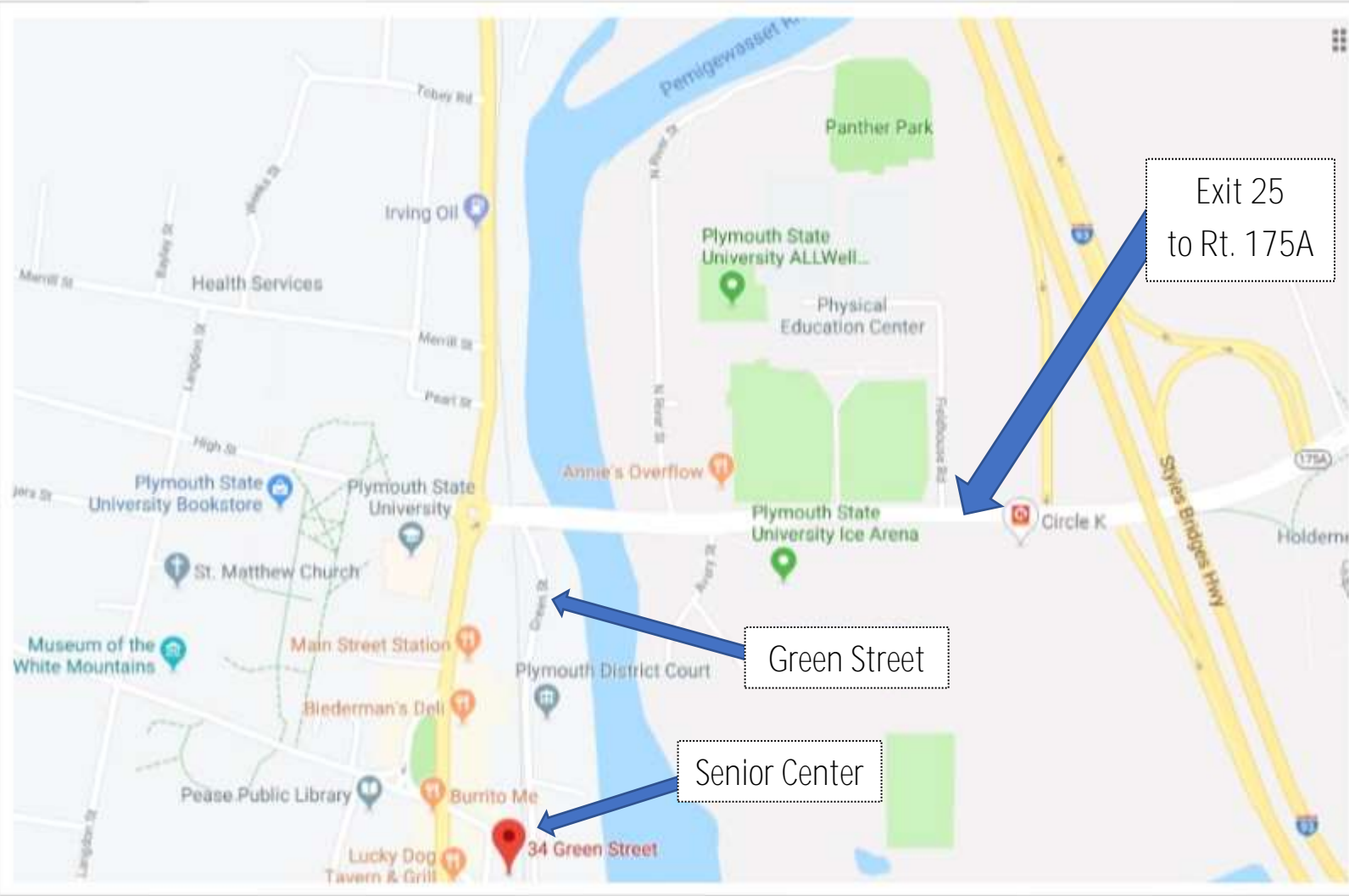
Plymouth, NH 03264

AGENDA

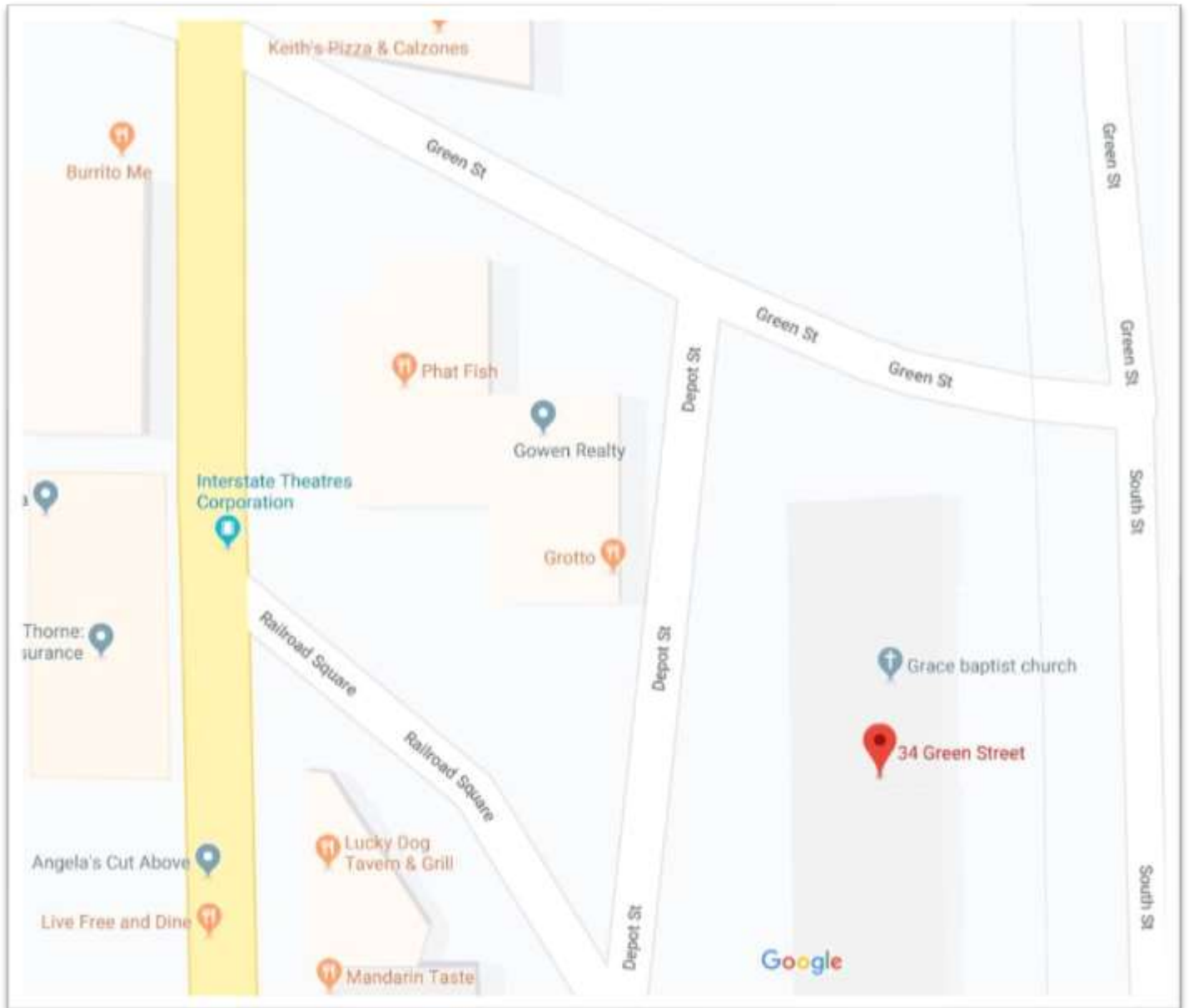
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|---------|---|---|------------------|
| 6:00 pm | 1 | Call to Order | |
| | 2 | Approve Minutes of May 20, 2019 Meeting | MOTION |
| | 3 | Approve FY20 Budget (as recommended by Executive Board) | MOTION |
| | 4 | Approve FY21 Municipal Dues Appropriations
Approve FY21 HHW Appropriations | MOTION
MOTION |
| | 5 | Guest Speaker: Steve Taylor, NH Humanities Bureau
<i>New Hampshire Roads Taken—Or Not</i> | |
| | 6 | Commissioner Roundtable
Share noteworthy news and happenings from your communities | |
| | 7 | Other Business
FY20 Draft Meeting Schedule | |
| 8:00 pm | 8 | Adjourn | |

Light Refreshments will be available before and during the meeting.

I-93, Exit 25
to Route 175A to Green Street



Detailed Closeup—Green and Depot Streets



LAKES REGION PLANNING COMMISSION

Area 2 Commission Meeting

103 Main Street, Suite 3
Meredith, NH 03253
(603) 279-8171 | www.LakesRPC.org



Lakes Region Planning Commission Meeting

Draft Minutes of May 20, 2019

6:00-8:00 PM

Moultonborough Town Hall

6 Holland Street, Moultonborough

Commissioners Present

Bob Ward, Andover
David Kerr, Barnstead
Mark Hildebrand, Center Harbor
Mark Hempton, Effingham
Mark McConkey, Freedom
Rob Mora, Laconia
Ann Butler, Meredith
Barbara Perry, Moultonborough
Scott Bartlett, Moultonborough
David Katz, New Hampton
Wayne Crowley, Northfield

Douglas Read, Northfield
Ian Raymond, Sanbornton
Pat Farley, Tamworth

Guests and Public

Walter Johnson, Moultonborough
Sam Perry, Moultonborough

LRPC Staff

Jeff Hayes, Executive Director
Susan Slack, Principal Planner
Tracey Ciriello, Meeting Recorder

1. Welcome and Introductions / Call to Order / Approval of Minutes

Chairman Crowley called the regular meeting of the Lakes Region Planning Commission to order at 6:03 pm. Because a quorum was not automatically met, the Chair asked for a motion to declare a quorum; D. Katz moved and S. Bartlett seconded; the motion passed unanimously. **SO VOTED.**

The Chair asked for a motion to approve the minutes of April 22 2019. S. Bartlett asked for a correction changing *by* to *of* on item 2, paragraph 9, page 2. D. Katz moved to accept the minutes as corrected and B. Perry seconded. **SO VOTED.**

2. Regional Transportation Planning Overview

The Chair introduced Executive Director J. Hayes, who introduced the guest speaker, LRPC Principal Planner Susan Slack and described her prior experience with NH Office of Strategic Initiatives and with the NH Municipal Association as a staff attorney. He talked about how transportation planning is a big part of LRPC and our largest contract, and that the LRPC has a standing committee on transportation, the TAC, that meets monthly.

S. Slack presented a slideshow (attached to these minutes) and gave an overview of LRPC's transportation planning program. Some of the key points she covered included:

- LRPC's 2015-2020 regional transportation plan is coming up to the next 5-year update. The plan is coordinated with the State's Ten Year Plan for transportation. NHDOT evaluates and recommends projects to GACIT (Governor's Advisory Commission on Intermodal

Transportation), which in turn holds public hearings before going to the legislature. The LRPC prioritizes transportation project proposals based on NHDOT criteria. Each of New Hampshire's 9 planning regions is allocated a certain amount of funding—\$5.1 million for our region, a small amount of money to deal with our regional transportation issues.

- Have 10 projects listed on the state Ten Year Plan, during 2019-2022. The LRPC TAC has just recommended 3 projects for inclusion in the state's next Ten Year Plan, for 2029-2030. Nine (9) possible future projects were noted.
- Other federal sources that fund other projects include:
 - TAP, Transportation Alternatives Program
 - CMAQ, Congestion Mitigation Air Quality – 2019 funding round now open
 - HSIP, Highway Safety Improvements Program – LRPC is a rural representative on the committee; can apply each year; RPCs must sign off.
- Need to think about the transportation impact on the region, e.g., water quality affected by things like parking lot run-off.
- State Bike and Pedestrian plan being updated.
- NH Scenic and Cultural Byway Program.
- Freight Planning—the state published its first plan in January; this makes NH eligible for \$4 million in funding.
- Some of the ways LRPC supports transportation planning include culvert inventories; RSMS; GIS mapping; and the mobile wireless mapping project.

Commissioners Katz, Butler, Kerr, Hempton, McConkey, and Crowley asked a variety of questions. Responding to D. Katz inquiring what constitutes a federally-eligible road. S. Slack and J. Hayes described information available on the DOT website, noting that we have a map delineating such roads. J. Hayes explained the confusion due to lack of standard rules/classifications and how it is based on how a road was originally funded. He further noted that there are always opportunities to add projects, and that things are better now due to the state having a 10-year instead of the 30-year plan it used to have. Everything in the Ten Year Plan is funded, so while that makes the plan fiscally constrained, it ensures that everything on the list will get done. Lastly, he noted that one good strategy may be for towns to break up large projects into smaller ones, citing how Moultonborough broke up sections of its Route 25 project into smaller projects. The Chair thanked S. Slack for the presentation after a round of applause.

3. Commissioner Roundtable

D. Katz, New Hampton—Police Chief to buy radios for public safety in bulk. If anyone needs some as well, consider buying together to get a better deal.

A. Butler, Meredith—If there is a deadline for response, consider putting out a public notice regarding cell phone mapping since more and more people are giving up land lines. J. Hayes noted that the deadline has passed but we will continue the project since an investigation into the telecom carriers is now open.

M. McConkey, Freedom—Would like a copy of gap analysis since it's not accessible.

P. Farley, Tamworth—Very poor broadband access; would like a copy of the data coverage for the town.

M. Hildebrand, Center Harbor—Interesting B&B project—The Sutton House claims to be first in NH to be entirely off the grid; using solar panel array.

W. Crowley, Northfield—Spaulding Youth Center was trying to do solar/get off the grid, but the municipality doesn't get the benefit in the first 6 or 7 years and the state requires that you have customers lined up in advance for the alternative energy.

Next Meeting: Annual Meeting, June 24, at The Preserve at Chocorua, with guest speaker Ben Kilham. There will be no meetings in July and August.

4. Adjourn

The Chair declared the meeting adjourned at 7:32 pm.

Respectfully Submitted,
Tracey Ciriello
Executive Assistant

Motions Summary

Motioned / Seconded / Passed

- | | |
|---|-----------------------------|
| 1. Declare quorum among those present upon unanimous vote | Katz / Bartlett / unanimous |
| 2. Approve Minutes of April 22, 2019 with one correction | Katz / Perry / unanimous |

Ordinary Income/Expense	FY20 Budget Proposal	Comments
Income		
4010 · Contract Income	\$ 589,005.00	
	\$ 214,490.00	719 · FY20/21 UPWP
	\$ 6,000.00	375 · Northfield HSEM
	\$ 6,000.00	376 · Moultonborough HSEM
	\$ 7,500.00	377 · Wofleboro HSEM
	\$ 6,000.00	373 · Effingham HSEM
	\$ 6,000.00	374 · Gilmanton HSEM
	\$ 29,170.00	414 · USDA Solid Waste Grant FY19
	\$ 14,500.00	408 · Brownfields Oversight
	\$ 113,900.00	409 · Brownfields Consultant
	\$ 11,111.00	110 · Targeted Block Grant
	\$ 6,000.00	384 · Belmont HSEM
	\$ 6,000.00	385 · Center Harbor HSEM
	\$ 6,000.00	386 · Sanbornton HSEM
	\$ 7,000.00	370 · NH DES 604(b) Septic Moultonborough
	\$ 8,775.00	274 · NH DES 319 Squam Lakes Assn
	\$ 2,400.00	215 · PRLAC
	\$ 4,250.00	501.1a NH · New Hampton RSMS
	\$ 5,275.00	381 · Effingham CIP
	\$ 5,250.00	501.1b CH × Center Harbor Culvert Inventory
	\$ 9,600.00	Grafton/Carroll Transit Plan [Covered under UPWP] 2Year Contract
	\$ 67,284.00	FY 20 USDA SWMG (September 2019 through June 2020) Additional \$22k available from 4th quarter as needed
	\$ 12,000.00	FY20 NBRC Projects 2 @ \$6,000 Each
	\$ 6,000.00	418 · CDBG GALA
	\$ 28,500.00	RDBG GALA 2 Year - Additional \$3,500 Available
		Possible RT. 11 Planning study
		Possible 319 and 604 b grants
4015 · Donations	\$ 5,000.00	
4020 · HHW Income		
4021 · HHW Local Income	\$ 103,000.00	
4022 · HHW State Income	\$ 16,597.00	
Total 4020 · HHW Income	\$ 119,597.00	
4045 · Interest & Dividends - Invest	\$ 5,374.00	Vanguard NH PDIP Cash Management Savings
4050 · Miscellaneous Income		
4053 · Annual Meeting	\$ 6,500.00	
4055 · Office Cost Recovery	\$ -	
4056 · Miscellaneous	\$ -	
Total 4050 · Miscellaneous Income	\$ 6,500.00	
4060 · Local Appropriation Dues	\$ 128,530.00	
4070 · Sales Income		
4071 · Land Use Book Sales	\$ 1,500.00	Net of Sales minus Expense
Total 4070 · Sales Income	\$ 1,500.00	
Total Income	\$ 855,506.00	
Gross Profit	\$ 855,506.00	
Expense		
6030 · Custodian	\$ 3,900.00	
6050 · Education & Training	\$ 5,450.00	
6060 · Equipment Maintenance		
6062 · Equip. Maint	\$ 2,750.00	
6063 · Computer Maint.	\$ 1,500.00	
Total 6060 · Equipment Maintenance	\$ 4,250.00	
6061 · Equipment Purchases	\$ 2,000.00	One (1) New Computers @ \$2,000

	FY20 Budget Proposal	Comments
6070 · HHW Expense		
6072 · HHW Contractors	\$ 103,000.00	
Total 6070 · HHW Expense	\$ 103,000.00	
6080 · Insurance - Bonds & Business	\$ 3,000.00	
7010 · Publishing/Memberships/Meetings		
7011 · Annual Meeting	\$ 7,500.00	
7012 · Memberships	\$ 4,575.00	NHARPC NESGFOA APA NADO Small Business NHMA NH Planners Association
7013 · Commissioner/Other Meetings	\$ 1,500.00	
7015 · Publications, Subscriptions	\$ 500.00	
Total 7010 · Publishing/Memberships/Meetings	\$ 14,075.00	
7020 · Miscellaneous Expense	\$ 1,000.00	MVSB ACH Fee Safe Deposit Box FSA Card Fee
7030 · Office Improvements	\$ 3,500.00	Chairs Conference Table Carpeting
7040 · Office Expense		
7041 · Supplies	\$ 5,000.00	
7042 · Software Renewal	\$ 8,500.00	
Total 7040 · Office Expense	\$ 13,500.00	
7043 · Copier Lease	\$ 5,600.00	Base Charge: \$319 per Month plus Copies
7050 · Payroll Expenses		
7051 · Salaries & Wages	\$ 406,070.00	3% increase for Core Staff
7052 · Health Insurance	\$ 53,118.00	
7053 · Life Insurance	\$ 300.00	
7054 · Long Term Disability Insurance	\$ 900.00	
7055 · Retirement Fund	\$ 23,982.00	Hayes Jeffers Slack
7056 · Dental Insurance	\$ 3,900.00	
7057 · Payroll Taxes	\$ 31,064.00	7.65% of Salaries & Wages [Employers' Portion]
7058 · Workmans Comp.	\$ 800.00	
7059 · Unemployment Insurance	\$ 1,000.00	
7061 · Short Term Disability Insurance	\$ 1,500.00	
Total 7050 · Payroll Expenses	\$ 522,634.00	
7060 · Postage & Printing		
6064 · Postage Fee	\$ 300.00	Stamps.com
7062 · Postage	\$ 700.00	
Total 7060 · Postage & Printing	\$ 1,000.00	
7070 · Professional Services		
7072 · Consultant	\$ 116,500.00	Central NH Employment Services Nobis Engineering
7073 · USDA Expenses	\$ 3,500.00	
7075 · Payroll Service	\$ 300.00	
Total 7070 · Professional Services	\$ 120,300.00	
7071 · Audit	\$ 6,500.00	
7074 · Legal	\$ 500.00	
7080 · Rent	\$ 9,672.00	
7090 · Traffic Equipment	\$ 7,600.00	
8010 · Travel Expense	\$ 6,500.00	
8050 · Utilities		
6090 · Internet	\$ 2,525.00	
8051 · Utilities-Propane	\$ 5,000.00	
8052 · Telephone	\$ 7,500.00	
8053 · Electric	\$ 2,000.00	
Total 8050 · Utilities	\$ 17,025.00	
8060 · Vehicle O&M	\$ 4,500.00	
Total Expense	\$ 855,506.00	
Net Ordinary Income	\$ -	

Lakes Region Planning Commission
Municipal Appropriations
7/1/2020 - 6/30/2021 (FY21)

Municipality	2010 Census	Comparison			FY21 Share	FY20 Share	\$ Change	% Change	
		2017 Total Eq. Valuation (\$000's)	2018 Total Eq. Valuation (\$000's)	Total Eq. %					
Alexandria	1,613	\$ 189,010	\$ 209,747	10.97%	\$ 1,501	\$ 1,452	\$ 49	3.37%	1
Andover	2,371	\$ 268,500	\$ 292,626	8.99%	\$ 2,163	\$ 2,108	\$ 55	2.61%	2
Ashland	2,076	\$ 247,674	\$ 248,227	0.22%	\$ 1,872	\$ 1,882	\$ (10)	-0.53%	3
Barnstead	4,593	\$ 526,504	\$ 575,876	9.38%	\$ 4,214	\$ 4,102	\$ 112	2.73%	4
Belmont	7,356	\$ 664,245	\$ 754,924	13.65%	\$ 6,288	\$ 6,052	\$ 236	3.90%	5
Bridgewater	1,083	\$ 361,972	\$ 422,743	16.79%	\$ 1,786	\$ 1,655	\$ 131	7.92%	6
Bristol	3,054	\$ 497,087	\$ 520,016	4.61%	\$ 3,181	\$ 3,153	\$ 28	0.89%	7
Center Harbor	1,096	\$ 435,466	\$ 481,986	10.68%	\$ 1,957	\$ 1,875	\$ 82	4.37%	8
Danbury	1,164	\$ 114,314	\$ 116,979	2.33%	\$ 988	\$ 984	\$ 4	0.41%	9
Effingham	1,465	\$ 167,193	\$ 176,783	5.74%	\$ 1,325	\$ 1,306	\$ 19	1.45%	10
Franklin	8,477	\$ 562,251	\$ 624,281	11.03%	\$ 6,568	\$ 6,386	\$ 182	2.85%	11
Freedom	1,489	\$ 530,240	\$ 570,709	7.63%	\$ 2,426	\$ 2,370	\$ 56	2.36%	12
Gilford	7,126	\$ 1,839,993	\$ 2,035,591	10.63%	\$ 9,691	\$ 9,325	\$ 366	3.92%	13
Gilmanton	3,777	\$ 477,220	\$ 504,172	5.65%	\$ 3,550	\$ 3,501	\$ 49	1.40%	14
Hebron	602	\$ 285,352	\$ 311,979	9.33%	\$ 1,205	\$ 1,164	\$ 41	3.52%	15
Hill	1,089	\$ 87,628	\$ 88,033	0.46%	\$ 865	\$ 865	\$ -	0.00%	16
Holderness	2,108	\$ 740,425	\$ 764,621	3.27%	\$ 3,315	\$ 3,326	\$ (11)	-0.33%	17
Laconia	15,951	\$ 2,172,653	\$ 2,321,901	6.87%	\$ 15,525	\$ 15,241	\$ 284	1.86%	18
Meredith	6,241	\$ 2,031,050	\$ 2,236,356	10.11%	\$ 9,740	\$ 9,381	\$ 359	3.83%	19
Moultonborough	4,044	\$ 3,172,659	\$ 3,277,024	3.29%	\$ 11,357	\$ 11,451	\$ (94)	-0.82%	20
New Hampton	2,165	\$ 312,139	\$ 305,319	-2.18%	\$ 2,080	\$ 2,119	\$ (39)	-1.84%	21
Northfield	4,829	\$ 336,180	\$ 360,637	7.27%	\$ 3,755	\$ 3,684	\$ 71	1.93%	22
Ossipee	4,345	\$ 693,820	\$ 781,520	12.64%	\$ 4,640	\$ 4,447	\$ 193	4.34%	23
Plymouth	6,990	\$ 452,128	\$ 478,392	5.81%	\$ 5,315	\$ 5,232	\$ 83	1.59%	24
Sanbornton	2,966	\$ 445,165	\$ 523,642	17.63%	\$ 3,141	\$ 2,953	\$ 188	6.37%	25
Sandwich	1,326	\$ 445,473	\$ 426,075	-4.35%	\$ 1,934	\$ 2,033	\$ (99)	-4.87%	26
Tamworth	2,856	\$ 363,093	\$ 368,060	1.37%	\$ 2,648	\$ 2,654	\$ (6)	-0.23%	27
Tilton	3,567	\$ 528,259	\$ 580,059	9.81%	\$ 3,640	\$ 3,531	\$ 109	3.09%	28
Tuftonboro	2,387	\$ 1,090,525	\$ 1,102,976	1.14%	\$ 4,409	\$ 4,496	\$ (87)	-1.94%	29
Wolfeboro	6,269	\$ 2,171,387	\$ 2,239,448	3.13%	\$ 9,764	\$ 9,802	\$ (38)	-0.39%	30
Total:	114,475	\$ 22,209,605	\$ 23,700,700	6.71%	\$ 130,843	\$ 128,530	\$ 2,313		

Total Appropriations for Municipalities: \$ 130,843 \$ 128,530

Total FY20 Municipal Membership Appropriation: \$ 128,530
Source: U.S. CPI U Unadjusted 12-mos [1.8%]. Ended May 2019: \$ 2,314
Total FY21 Municipal Membership Appropriation: \$ 130,844

Note: Dues are derived by calculating each municipality's share of the region's overall population and equalized property valuation on the year of the decennial census. Population and equalized valuation are weighted equally by taking the average of the two shares for each municipality. Dues are then increased annually according to the US Bureau of Labor Statistics CPI index.

- Approved by Executive Board:
 Approved by Commissioners:

**Lakes Region HHW Appropriations FY21
based on housing figures**

Municipality	2010 Census		FY21 Approp
	Total	% Total	
	Dwelling Units	Dwelling Units	
Alexandria	967	1.59%	\$1,636
Andover	1,121	1.84%	\$1,896
Belmont	3,615	5.94%	\$6,115
Bridgewater	995	1.63%	\$1,683
Bristol	2,488	4.09%	\$4,209
Center Harbor	795	1.31%	\$1,345
Effingham	963	1.58%	\$1,629
Franklin	3,938	6.47%	\$6,662
Freedom	1,580	2.59%	\$2,673
Gilford	5,111	8.39%	\$8,646
Gilmanton	2,118	3.48%	\$3,583
Hebron	600	0.99%	\$1,015
Hill	512	0.84%	\$866
Holderness	1,510	2.48%	\$2,554
Laconia	9,879	16.23%	\$16,712
Meredith	4,728	7.77%	\$7,998
Moultonborough	4,940	8.11%	\$8,357
New Hampton	1,083	1.78%	\$1,832
Northfield	1,969	3.23%	\$3,331
Ossipee	3,057	5.02%	\$5,171
Sanbornton	1,612	2.65%	\$2,727
Sandwich	1,057	1.74%	\$1,788
Tamworth	1,969	3.23%	\$3,331
Tilton	1,845	3.03%	\$3,121
Tuftonboro	2435	4.00%	\$4,119
HHW Total (New Fixed Price contract)			\$99,000
Universal			\$4,000
TOTAL	60,887	100.0%	\$103,000

LRPC Meeting Calendar

FY20

July 1, 2019 – June 30, 2020



JULY–DECEMBER 2019						
Executive Board	September 11, 2019	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
COMMISSION	September 23, 2019	MONDAY	6-8 PM	Plymouth FY20 Budget Municipal Appropriations	AREA 1	New Hampshire Roads Taken—Or Not <i>Steve Taylor, NH Humanities Bureau</i>
Executive Board	October 9, 2019	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
COMMISSION	October 28, 2019	MONDAY	6-8 PM	Moultonborough or Holderness	AREA 2	Watersheds & Septic System Assessments <i>Russ Lanoie, Rural Home Technology</i>
Executive Board	November 13, 2019	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
COMMISSION	November 25 or December 2, 2019	MONDAY	5-8 PM	Laconia , Lakes Region Community College	AREA 4	Legislative Night
Executive Board	December 11, 2019	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
JANUARY–JUNE 2020						
Executive Board	March 11, 2020	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
COMMISSION	March 23, 2020	MONDAY	6-8 PM	TBD	AREA 1	Hazard Mitigation Community Outreach <i>Alexx Monastiero, State Hazard Mitigation Officer</i>
Executive Board	April 8, 2020	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
COMMISSION	April 27, 2020	MONDAY	6-8 PM	Tamworth	AREA 3	NH's Broadband Infrastructure <i>Dr. Scott Valcourt, UNH</i>
Executive Board	May 13 2020	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
Executive Board	June 10, 2020	Wednesday	9-11 AM	LRPC 1st Floor Conference Room		
COMMISSION	June 22, 2020	MONDAY	5-8 PM	TBD	TBD	Annual Meeting