

ANNUAL REPORT 2019

LAKES REGION PLANNING COMMISSION



Planning regionally.
Growing locally.



ANNUAL REPORT

FISCAL YEAR ENDING
JUNE 30, 2019

A MESSAGE FROM THE EXECUTIVE DIRECTOR

Fiscal Year 2019 was another very good year for the Lakes Region Planning Commission.

We added new staff, launched some important new initiatives, added a new member, and still came in substantially under budget.

We are very pleased to announce that the Town of Plymouth was added as our 30th member this year. Plymouth is an important partner on the Newfound and Squam Lake watersheds as well as the Pemigewasset River Local Advisory Committee. We are also looking forward to working with the Town on transportation issues and have already started several partnerships with the University. Alton was the only town in the region which was not a dues-paying member last year, but we are hoping that they will regain their position in the region soon.

We continue to be most fortunate to have added an incredible new asset to our staff in the role of Principal Planner. Susan Slack is a well-known and respected member of the planning community, having served as senior planner at the New Hampshire Office of Strategic Initiatives. She also worked for many years as an attorney for the New Hampshire Municipal Association providing technical assistance to communities around the state on an as-needed basis.

Her community planning experience and legal background make her an ideal resource to assist Lakes Region planning boards, conservation commissions, and watershed planning groups, among others.

One of the most exciting and successful initiatives we have rolled out over the last year has been our regional purchasing program. Oil, propane and electricity aggregation has already saved our partner communities over \$200,000.

Our membership has also been most interested and supportive of our efforts to challenge cell phone companies on their coverage claims.

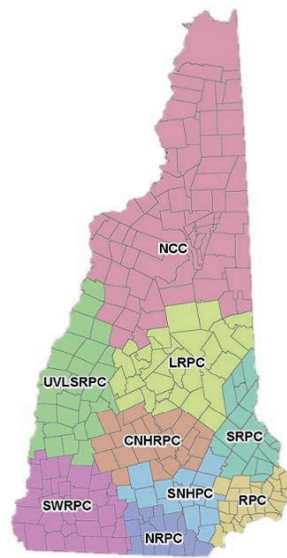
Keep an eye out for other regional purchasing initiatives for the coming year and please check out our website for updates on our projects, programs, announcements, and opportunities to get involved.

We would like to thank our Executive Board and our Commissioners for their ongoing support of the region. Keep in touch and we look forward to working with you over another year.

JEFFREY R. HAYES, MRP
Executive Director

OUR REGION

The Lakes Region Planning Commission is one of 9 regional planning commissions in New Hampshire established under RSA 36:46.

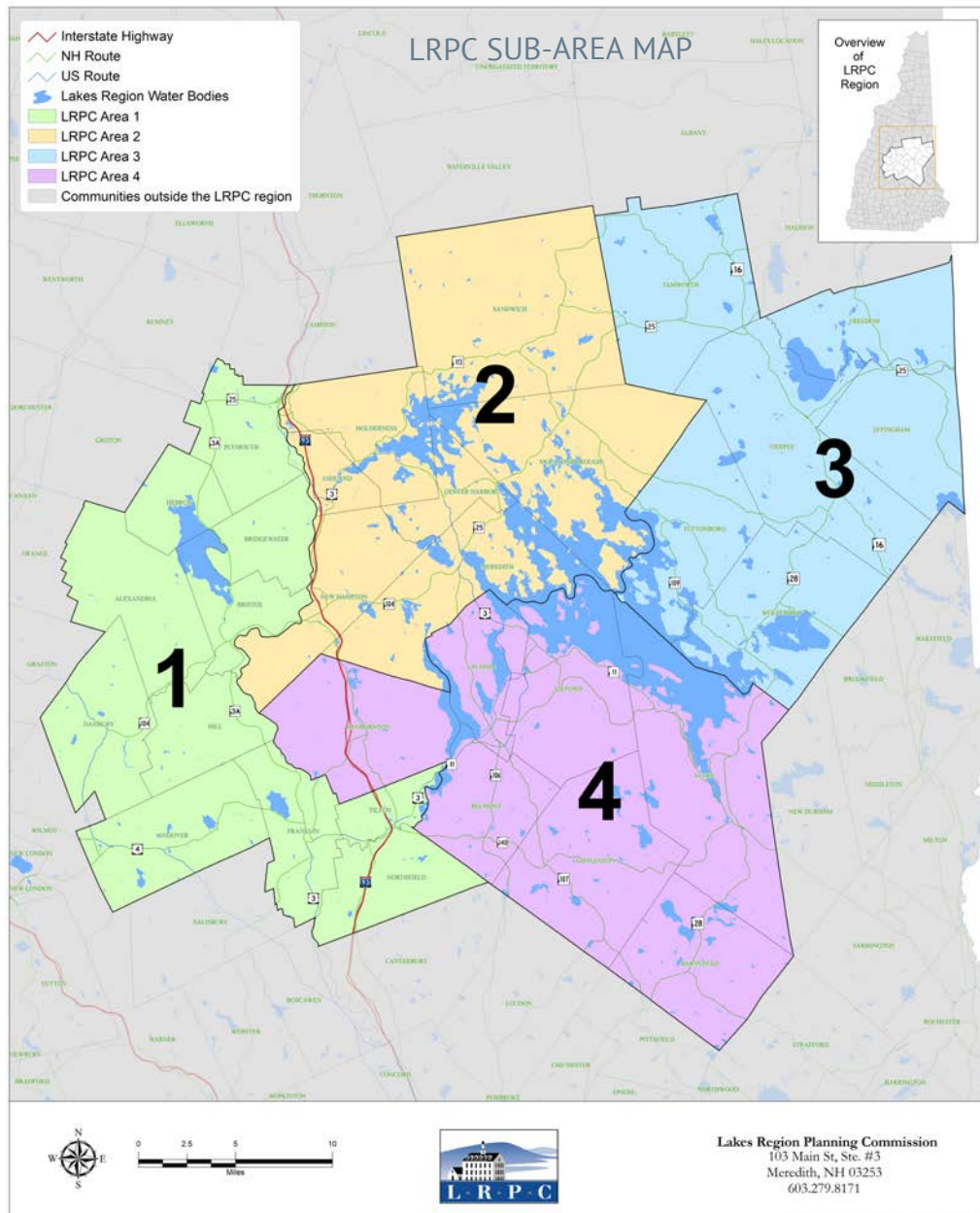


1200
SQUARE MILES

4
COUNTIES

31
COMMUNITIES

30
DUES-PAYING
MEMBERS



FY19 COMMISSIONERS

ALEXANDRIA

Janet Towse
Chet Caron, Alt.

BRISTOL

Steve Favorite

GILFORD

John Ayer
Richard Egan

MEREDITH

Ann Butler
Lynn Montana

SANBORNTON

Karen Ober
Ian Raymond

ANDOVER

John Cotton
Robert Ward

CENTER HARBOR

Mark Hildebrand

GILMANTON

Gary Anderson

MOULTONBOROUGH

Scott Bartlett
Barbara Perry

SANDWICH

Joanne Haight
Katy Holmes

ASHLAND

Mardean Badger
David Toth

DANBURY

John Taylor

HEBRON

Mitch Manseau

NEW HAMPTON

David Katz

TAMWORTH

Patricia Farley
Aaron Ricker

BARNSTEAD

David Kerr

EFFINGHAM

Mark Hempton

HILL

TBD

NORTHFIELD

Wayne Crowley
Douglas Read

TILTON

Dariusz Sassan
Eric Pyra, Alt.

BELMONT

George
Condodemetraky

FRANKLIN

Tony Giunta

HOLDERNESS

Robert Snelling

OSSIPEE

Rick St. Jean

TUFTONBORO

Kate Nesbit
Stephen Wingate

BRIDGEWATER

TBD

FREEDOM

Jean Marshall
Mark McConkey

LACONIA

Dean Anson
Peter Brunette
Rob Mora

PLYMOUTH

William Bolton
Jonathan Randlett

WOLFEBORO

Roger F. Murray, III
Matthew Sullivan

MISSION

Our mission is to provide effective planning in order to achieve and sustain a quality environment, a dynamic economy, and local cultural values by supporting community efforts through leadership, education, technical assistance, information, advocacy, coordination, and responsive representation.



VISION

The Lakes Region Planning Commission is recognized as the leader in providing a balanced approach to planning throughout the region. Interactions between the communities and the LRPC are effective in representing the region to the state and federal organizations.



What We Are

The Lakes Region Planning Commission (LRPC) is a voluntary association of local communities that pools its resources to obtain a highly trained, professional staff to provide a wide variety of services. An Executive Board, together with the Commissioners, governs the LRPC. Operations are overseen by an Executive Director and implemented by professional planners, specialists, and support staff. LRPC recognizes that the foundation of regional decision-making lies within local communities.

FY19 Staff

Executive Director	Jeffrey Hayes
Principal Planner	Susan Slack
Regional Planner	David Jeffers
Assistant Planner	Erin Daley
Finance Administrator	Carl Carder
Executive Assistant	Tracey Ciriello
Temporary Administrative Assistant	Deb Notkin
Transportation Technician	Ian McClure
Transportation Technician	Allen Constant
Graduate Intern	Paige Wilson
Intern	Jessica Bighinatti
Intern	Henry Casey
Intern	Kaitlyn Mowery
Intern	Madison Schumaker
SCSEP Archive Project	Linda Cochran
SCSEP Office Assistant	John Reddy



LRPC Staff on the steps of the Humiston Building, June 2019.



EXECUTIVE BOARD

CHAIRMAN

Wayne Crowley, *Northfield*

VICE CHAIRMAN

John Ayer, *Gilford*

SECRETARY

Patricia Farley, *Tamworth*

TREASURER

Barbara Perry, *Moultonborough*

AREA COMMISSIONERS

David Kerr, *Barnstead*

John Cotton, *Andover*

Jean Marshall, *Freedom*

Robert Snelling, *Holderness*

AT-LARGE COMMISSIONERS

Dean Anson, II, *Laconia*

Steve Favorite, *Bristol*

Tony Giunta, *Franklin*

Stephen Wingate, *Tuftsboro*

Lakes Region Planning Commission

103 Main Street, Suite 3
Meredith, New Hampshire 03253

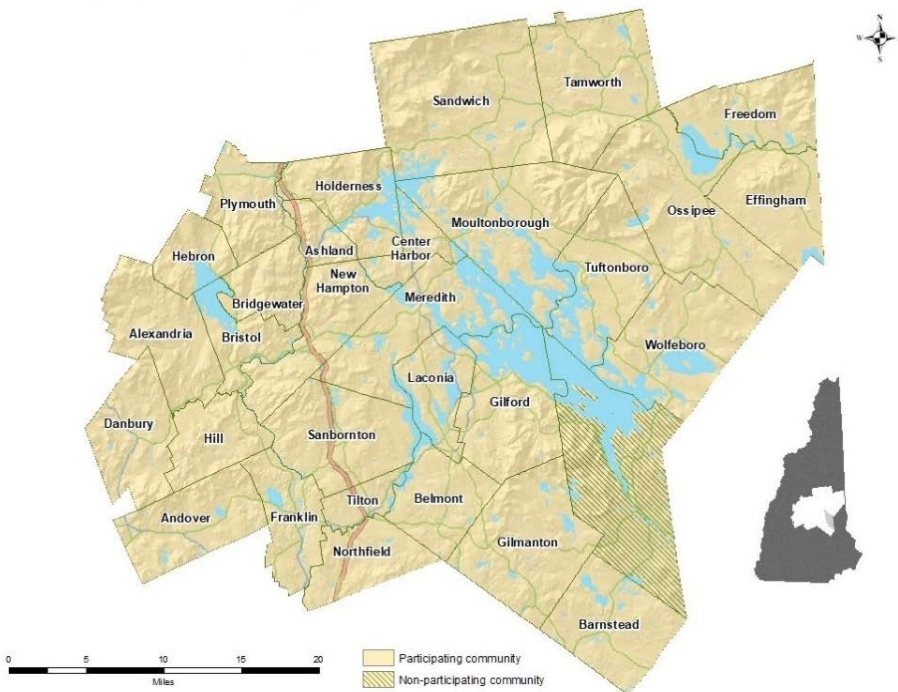
603-279-8171

www.LakesRPC.org

FY19 PROGRAM HIGHLIGHTS

REGIONAL

- Reviewed Developments of Regional Impact, as required by NH RSA 36:54, initiated by Andover, Belmont, Plymouth, Sanbornton, and Tuftonboro.
- Completed 7 intergovernmental reviews, as required by the NH Office of Strategic Initiatives, of federally funded lakes region projects.
- As an aggregator of electricity and heating fuel, facilitated the regional group purchase of energy for participating members, including 3 school districts and one county, for total savings of \$76,678 for electricity and \$11,749 for oil and propane for the year. **The total combined energy savings for the past three years is \$201,427.**
- Issued a Request for Proposals on behalf of five school districts for regional student transportation services to pursue and determine the feasibility of shared bus services.
- Conducted an innovative joint transportation and solid waste management meeting to address the use of crushed recycled glass as a base material in road and trail projects.



1
CAPITAL
IMPROVEMENT PLAN

2
MASTER PLAN
CHAPTER UPDATES

2
ROAD SURFACE
MANAGEMENT SYSTEM
PROJECTS

5
DEVELOPMENTS
OF REGIONAL IMPACT

7
INTERGOVERNMENTAL
REVIEWS

8
HAZARD MITIGATION
PLAN UPDATES

Total energy savings since 2017:
\$201,427

ECONOMIC DEVELOPMENT

- Coordinated over \$250,000 in EPA, NHDES, and LRPC grant funding to conduct environmental assessments on the Lakes Region Facility **brownfields** property, formerly known as the Laconia State School, and cleared the way for several proposed redevelopment scenarios to move forward. The LRPC will now help to lead the way to obtain implementation funding.
- Completed year two of a 2-year **Targeted Block Grant** (TBG) project via the NH Office of Strategic Initiatives to assist local planning boards with technical issues.
- As the designated **Local Development District** (LDD), the LRPC provided grant administration services for 7 grants awarded by the Northern Border Regional Commission (NBRC), a federal-state funding partnership, to member towns and local organizations who applied for projects.
- Applied for both a **Community Development Block Grant** (CDBG) through the NH Community Development Finance Authority (CDFA) and a **USDA Rural Business Development Grant** (RBDG) in support of an economic development project for a non-profit community-based program in downtown Wolfeboro.

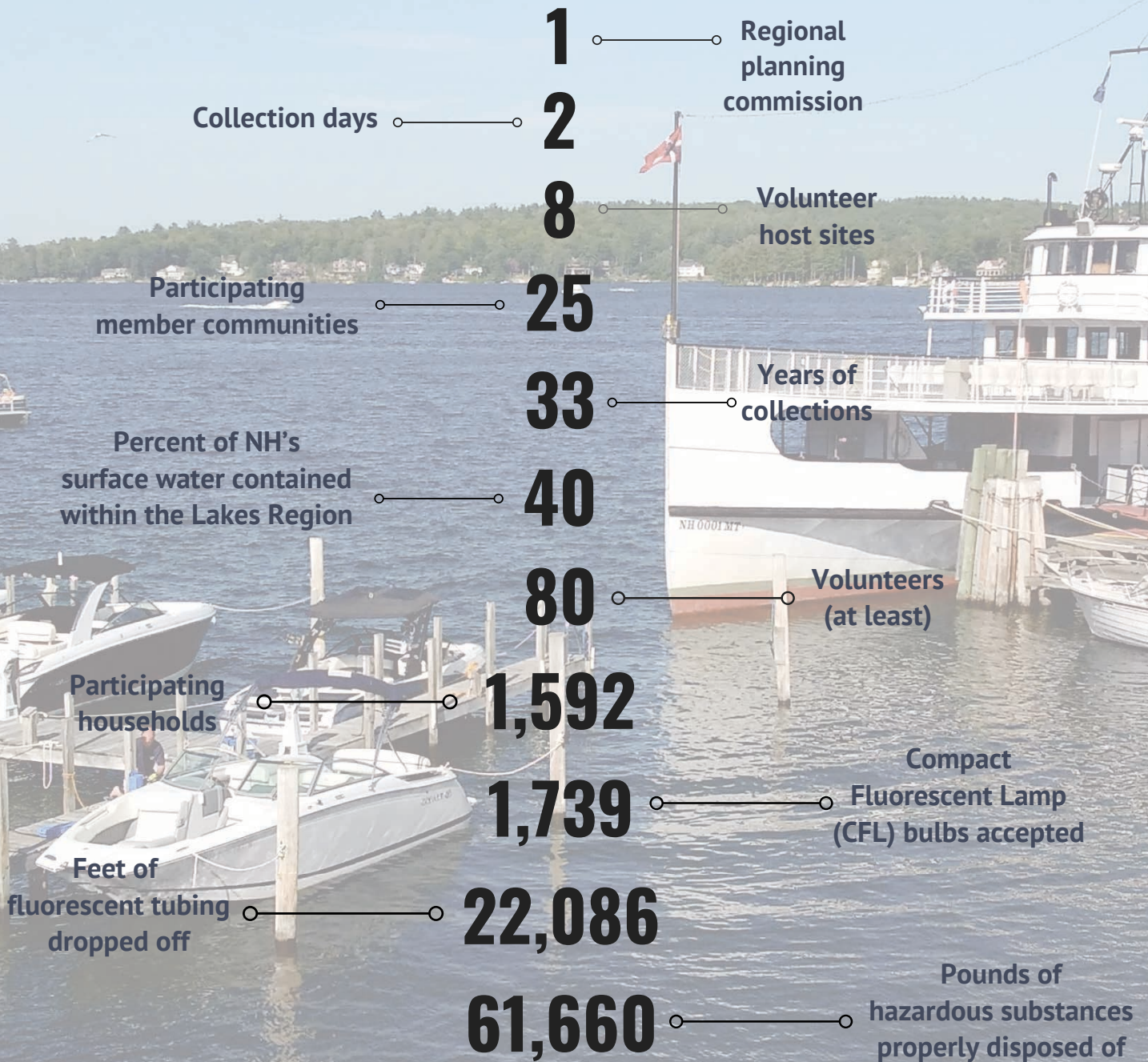


Photo by Cappi Thompson



Household Hazardous Waste

Summer 2019 Collection By the Numbers



Protecting the waters we drink, boat, fish, and skate on?

PRICELESS



SOLID WASTE MANAGEMENT

- With funding from a USDA Solid Waste Management grant, we provided technical training and educational programs via four problem-solving roundtable sessions for solid waste operators, municipal officials, and other stakeholders. The roundtable topics covered **Food Waste & Composting | Disposal and Uses of Glass in Transportation | Capped Landfill Maintenance 101 | Reducing the Grey Area between Household Hazardous Waste (HHW) and Small Quantity Generators (SQGs)**.
- Worked with New Hampshire's Department of Environmental Services (NHDES) to educate solid waste operators and community leaders about their capped landfill responsibilities.
- Researched and mapped local and regional solid waste data to identify waste trends and opportunities to lower costs.
- Established three pilot compost projects in the region.
- Applied for nationally competitive funding to continue our Solid Waste Management program in FY21.
- Coordinated the 33rd Annual Household Hazardous Waste (HHW) Collection with 25 member communities participating, eight of whom served as collection location sites.
- Partnered with Plymouth State University's Technical Communications class to increase participation at our HHW events and address local recycling issues in three communities.

3
PILOT
COMPOST
PROGRAMS

4
SOLID
WASTE
ROUNDTABLES

33
SEASONS
OF COLLECTING
HOUSEHOLD
HAZARDOUS WASTE



TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

(The TAC)

FY19 VOTING MEMBERS

George Tuthill / Chet Caron (Alt), *Alexandria*
David Toth / Craig Moore (Alt), *Ashland*
David Kerr, *Barnstead*
Rick Ball / Candace Daigle (Alt), *Belmont*
Steve Favorite | Bill Dowey (Alt), *Bristol*
Jeff Haines, *Center Harbor*
Brian Barry / Brian Sullivan (Alt), *Franklin*
Scott Brooks, *Freedom*
Sheldon Morgan / Jason Hayden (Alt.), *Gilford*
Paul Perkins / James Goodwin (Alt), *Gilmanton*
Paul Hazelton / Patrick Moriarty (Alt), *Hebron*
Malcolm "Tink" Taylor, *Holderness*
Brandee Loughlin / Dean Trefethen (Alt), *Laconia*
John Edgar, *Meredith*
Robert Ward / Chris Theriault (Alt), *Moultonborough*
Robert Pollock / Barbara Lucas (Alt), *New Hampton*
Glenn Smith, *Northfield*
Brad Harriman, *Ossipee*
Joe Fagnant / Brian Murphy (Alt), *Plymouth*
Johnny van Tassel, *Sanbornton*
John Gotjen / David Bowles (Alt), *Tamworth*
Dari Sassan / Kevin Duval (Alt), *Tilton*
Lloyd Wood | Mark Howard (Alt), *Tuftonboro*
Matthew Sullivan / David Ford (Alt), *Wolfboro*

FY19 NON-VOTING MEMBERS

Michael Cahalane, *Effingham*
Jan Collins, *Newfound Pathways*
Glenn Cordelli, *Carroll County Delegation*
Krista Larsen, *Laconia Public Works Director*
Richard Lewis, *Franklin Planning Director*
Paul Lockwood, *NHDES Air Resources Division*
Nancy Spaulding, *NHDOT District 3*
William Rose, *NHDOT*
Lucy St. John, *NHDOT*
Nic Strong, *Alton*
Cindy Yanski, *Belknap-Merrimack CAP*



Standing room only at TAC meeting.

Guest presenter Michael Durfor of Northeast Resource Recovery Association.



Processed Glass Aggregate (PGA) Presentation

At its February 2019 meeting, the TAC looked at examples of using crushed recycled glass in transportation infrastructure projects and as a potential regional cooperative effort.

TRANSPORTATION

- Completed the *Franklin to Concord Regional Transit Study*, creating a feasibility study template for regional transit to use in the future.
- Coordinated and conducted monthly meetings of the Commission's **Transportation Technical Advisory Committee (TAC)** to enhance local involvement in regional transportation planning and project development.
- Continued working with the Lakes Region Scenic Byway Advisory Committee to spur economic development and preserve regional scenic quality and visitor experiences.
- Together with Central New Hampshire Regional Planning Commission, prepared the 2019 update to the 2007/2010 *Mid-State Regional Coordinating Council's Coordinated Transit & Human Services Transportation Plan*.
- Assisted communities with **Road Safety Management Systems (RSMS)** analysis, including 10-Year maintenance schedule and condition forecasting. Conducted culvert and catch basin condition inventories to identify under-sized and poorly maintained culverts to address road flooding hazards.
- Worked with member towns, the TAC, and NHDOT to prioritize funding and transportation improvements for the Transportation Improvement Program (TIP) as part of the State Ten Year Plan process. The TAC also ranked projects for the next Congestion Mitigation/Air Quality (CMAQ) program funding round.
- Completed regional analysis for freight planning, identifying bottlenecks, truck back-ups, and other issues affecting heavy commerce in the Region.
- Completed regional bikeability analysis with map showing sections where lane stripping could be narrowed to allow for bike lanes as part of the planning process for the Statewide Pedestrian & Bicycle Transportation Plan.
- Completed Cell Phone Signal Mapping project, with the help of volunteer drivers, to assist towns with inaccurate cellservice coverage vendor claims affecting community safety and commerce.

2
CULVERT
ASSESSMENTS

3
TEN YEAR PLAN
PROJECTS PROPOSED

7
RSMS
STUDIES

8
TAC MEETINGS

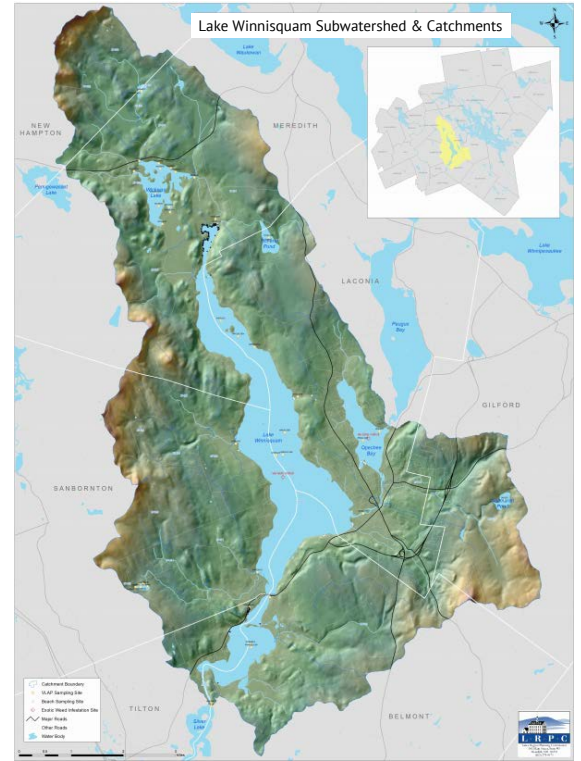
12
TEN YEAR PLAN
PROJECTS SCORED

36
TAC MEMBERS



WATERSHED MANAGEMENT

- Provided technical and administrative support, including coordinating monthly meetings, to the Pemigewasset River Local Advisory Committee (**PRLAC**), a state-chartered advisory committee under the Rivers Management and Protection Program per RSA 483.
- Completed 2 **Watershed Assistance Section 319 Grant** projects through the NH Department of Environmental Services (NHDES) for the Winnisquam Watershed and Squam Lakes Association.
- Completed a **Water Quality Planning 604(b) Grant** project through NHDES, working with the Town of Moultonborough and the Lake Winnepesaukee Association (LWA), to create a replicable septic system improvement model, including risk analysis, sample ordinance, and an educational toolkit to address nutrient loading from aging or failing septic systems.
- Applied for competitive federal-state funding opportunity and was awarded a \$14,000 **Local Source Water Protection Grant** from the NH Department of Environmental Services for a project to protect public drinking water systems within member towns New Hampton and Plymouth.



MERRIMACK

NEWFOUND

SQUAM

PEMIGEWASSET

WINNIPESAUKEE

WINNISQUAM

OSSIPEE

WEBSTER-HIGHLAND

WENTWORTH & CRESCENT

MIRROR

RUST POND

WAUKEWAN

BLACK BROOK



over 40%

of the State's surface waters are located within the Lakes Region.

COMMUNITY OUTREACH AND EDUCATION

- Convened six Commission meetings during the fiscal year and facilitated discussion on topics including: **Updated Guidelines for Developments of Regional Impact | Becoming Age-Friendly Communities | Solid Waste Management Grant program initiatives | and Regional Transportation Planning.**
- Held a joint legislative reception with Lakes Region Community College at their Laconia campus for Commissioners and Legislators to discuss legislative priorities our December 2018 meeting. Lakeshore Redevelopment Planning Commission Chair George Bald provided an update on the former Laconia State School property now known as the Lakes Region Facility.
- Honored six individuals and three organizations at our June Annual Meeting with awards for outstanding service to their communities, including a first-ever Chairman’s Inspirational Award.
- Created numerous outreach materials to increase public education about solid waste topics.
- Developed a stronger social media presence on Facebook and Instagram to promote events and new resources.
- Hosted a regional Planners Roundtable to share and discuss local and regional planning issues, including accessory dwelling units (ADUs), short-term rentals, and cell towers.



WWW.LAKESRPC.ORG



ANNUAL MEETING

June 24, 2019

The LRPC held its Annual Meeting on June 24th in Tamworth at The Preserve at Chocorua. The traditional dinner meeting drew over 120 people from across our membership region including local municipal and community leaders. Special Assistant for Policy & Projects Chuck Henderson attended on behalf of Senator Jeanne Shaheen.

With the Executive Board having been elected at the June 2018 annual meeting and elections now held every two years, this year's dinner centered on the Annual Awards presentation and a keynote presentation by Dr. Ben Kilham.

Based in Lyme, New Hampshire, Dr. Kilham is a wildlife biologist, author, and bear expert whose devotion to black bears has enabled him to study their habits and interact with them for more than two decades. Ben has been the focus of several news articles and documentaries, including *National Geographic's A Man Among Bears* and *Animal Planet's Papa Bear*, and is the author of several books.

Since 1993 New Hampshire Fish and Game has been bringing injured, orphaned, and abandoned black bear cubs to Ben, who is able to rehabilitate them at his non-profit facility and successfully return them to the wild. His talk entitled **The Social Black Bear** described how bears form friendships and alliances, making them more similar to people than even the great apes. He described the reciprocal altruism of the black bear as being the closest to human social behavior.

The LRPC would like to thank owner Mary Phelps of The Preserve at Chocorua, for her gracious hospitality and generous donation of venue space for this year's annual meeting.

We would like to thank our sponsors featured on the back page of this report for their generous sponsorship of our 2019 annual meeting.



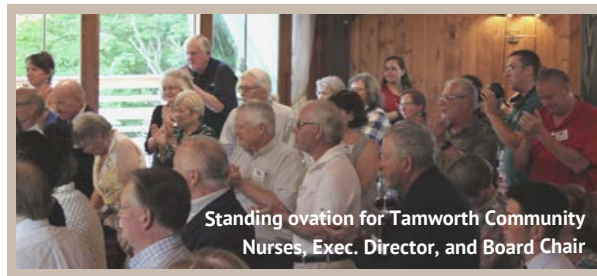
LRPC Chairman Wayne Crowley



BILL GREENE PHOTO, BOSTON GLOBE



Ben Kilham and LRPC Exec. Director Jeff Hayes



Standing ovation for Tamworth Community Nurses, Exec. Director, and Board Chair

PHOTOS BY INTERN KAITLYN MOWERY

Below, clockwise from top left:

Tim Andrews and colleague from gold sponsor The Nobis Group; smiling faces; The Preserve's new barn; applause for winners; Treasurer Barbara Perry with husband Sam; Assistant Planner Jessica Bighinatti; vintage glassware.



2019 Annual Award Recipients



Vice Chair John Ayer,
Master of Ceremonies

Chairman Wayne Crowley, Vice Chairman John Ayer, and Executive Director Jeff Hayes presented the following nine awards in honor of the achievements of six individuals and three organizations from across the Lakes Region. In addition to the three traditional award categories based on specific nomination criteria, the LRPC awarded a first-ever Chairman's Inspirational Award to honor an organization and its model of community commitment so unique that it was singled out by the Executive Board to receive its own recognition.

THE KIM AYERS MEMORIAL AWARD

James (Jamie) Emery

New Hampton

Dan Tinkham accepted the award on behalf of friend and colleague Jamie Emery.



AWARD OF EXCELLENCE

Greater Meredith Program

BRONZE ARCHIE STATUE
COMMUNITY PARK, MAIN STREET

GMP Co-Chairs Jim McFarlin and Chris Williams accepted the award.



AWARD OF EXCELLENCE

Lakes Region Community Developers

GILFORD VILLAGE KNOLLS III
PASSIVE-CERTIFIED, MULTI-FAMILY
SENIOR HOUSING

Executive Director Carmen Lorentz accepted the award for LRCD.



*Gilford Village Knolls III - Exterior
Photos by John W. Hession*

CHAIRMAN'S INSPIRATIONAL AWARD

Tamworth Community Nurse Association

90-YEAR OLD HEALTHCARE PROGRAM
FREE TO ALL TAMWORTH RESIDENTS

Executive Director Jo Ann Rainville, RN, accepted the award for TCNA.



Chairman Wayne Crowley with Jo Ann Rainville

DAYMOND STEER PHOTO, CONWAY DAILY SUN

2019 Annual Award Recipients



Mardean Badger
Ashland



Cristina Ashjian
Moultonborough



Stephanie Giovannucci
Northfield

COMMUNITY SERVICE AWARDS



Gina Lessard
Tuftonboro



Jack Waldron
Tamworth

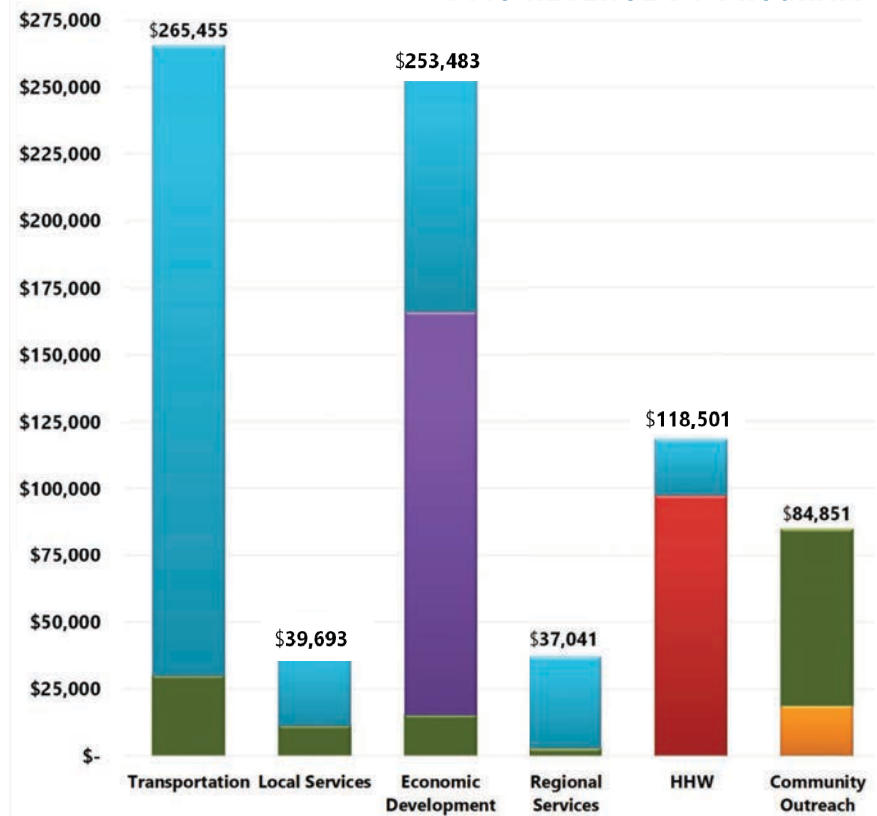
DAYMOND STEER PHOTO, CONWAY DAILY SUN

*Pictured with winners:
Wayne Crowley, Chairman (right), and Jeff Hayes,
Executive Director (left), present annual awards*

FINANCIAL OVERVIEW

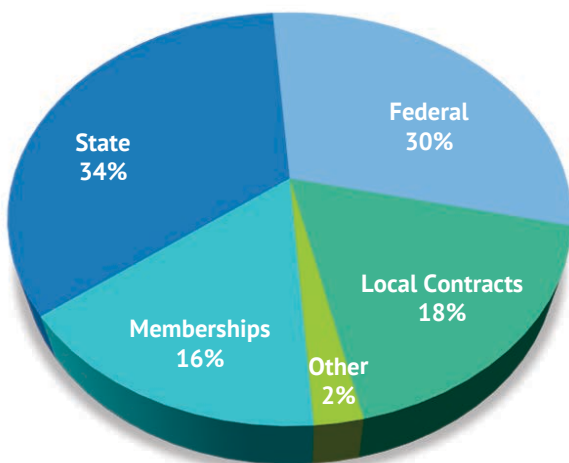
FY19 REVENUE BY PROGRAM

- Local/State/Fed Contracts/Grants
- Brownfields
- HHW Local
- Member Appropriations
- Other



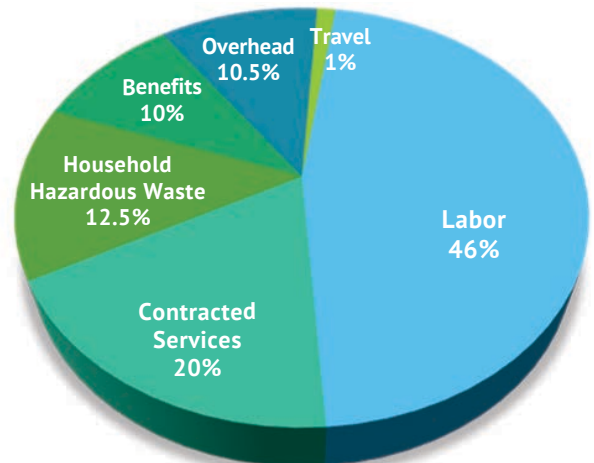
FY19 REVENUE

Member Dues	\$125,029
State	\$273,990
Federal	\$238,317
Local Contracts	\$142,907
Other	\$18,782
TOTAL	\$799,023



FY19 EXPENDITURES

Labor	\$354,353
Contracted Services	\$155,640
HHW Disposal	\$95,551
Overhead	\$80,872
Benefits	\$74,010
Mileage Reimbursement	\$8,397
TOTAL	\$768,822



Hennessey & Vallee, PLLC

Certified Public Accountants



INDEPENDENT AUDITORS' REPORT

To the Board of Commissioners
Lakes Region Planning Commission

Report on the Financial Statement

We have audited the accompanying financial statements of the governmental activities, and the major fund of Lakes Region Planning Commission, as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The Commission's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of Lakes Region Planning Commission, as of June 30, 2019, and the respective changes in financial position, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

ANNUAL AUDIT LETTER CONTINUED

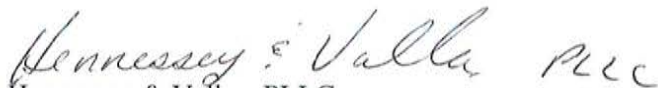
Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statement. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 22, 2019, on our consideration of the Commission's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.


Hennessey & Vallee, PLLC
Concord, New Hampshire

August 22, 2019

125 North State Street, Concord, NH 03301 • Telephone 603.225.0941 • Fax 603.218.6018
www.hvcpafirm.com

THANK YOU, 2019 ANNUAL MEETING SPONSORS

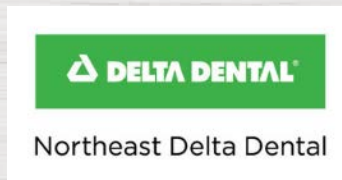
Venue



Gold



Silver



Bronze

