

LAKES REGION PLANNING COMMISSION

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LRPC Commissioner Meeting

Location: Moultonborough Public Library

Minutes of October 23, 2023

Approved November 27, 2023

Commissioners Present		Commissioners Absent	
Alexandria:	George Tuthill	Andover:	Harold Tuttle
Ashland:	Mardean Badger	Belmont:	Rod Cameron
Barnstead:	David Kerr	Bridgewater:	Ken Weidman
Bristol:	Bill Dowe	Danbury:	Mark Zaccaria
Center Harbor:	Mark Hildebrand	Laconia:	Stacy Soucy
Danbury:	John Taylor		Wes Anderson
Freedom:	Mark McConkey	Meredith:	Stephanie Maltais
Gilford:	John Ayer	New Hampton:	David Katz
Gilmanton:	Stephanie Verdile		Andy Anderson
Hebron:	Ivan Quinchia	Plymouth:	William Bolton
Laconia:	Dean Anson, II		Zachary Tirrell
Moultonborough:	Cristina Ashjian	Sanbornton:	Robert Lambert
	Celeste Burns	Tamworth:	Wyatt Berrier
Northfield:	Wayne Crowley	Tilton:	Jeanie Forrester
	Doug Read	Wolfeboro:	Tavis Austin
Plymouth:	John Christ		
Sandwich:	Bonnie Osler		
Tamworth:	Lianne Prentice		
	Richard Doucette		
Tilton:	Jane Alden		
Tuftonboro:	Tim Galvin		
Wolfeboro:	Roger Murray, III		

LRPC Staff: Executive Director Jeff Hayes, Administrative Assistant Linda Waldron, Grant Administrator Tracey Secula.

Public: Gerry Coogan, NH Association of Regional Planning Commissions (ARPC); Scott Bartlett, Moultonborough Planning Board; Chip Ach, Franklin.

1. Call to Order

The meeting was called to order at 6:00 PM by Chair Ayer who welcomed Commissioner and guests. Chair Ayer invited everyone to introduce themselves as we had more new faces present than last meeting. A quorum was established.

2. Approval of Minutes

Chair Ayer asked if there were any questions or concerns regarding the content of the September 25, 2023 minutes. None were forthcoming and he offered to take a motion. Ivan Quinchia provided a motion to approve the minutes as presented which was seconded by Secretary Prentice. A voice vote was taken, and a majority of the members present were in favor. **Motion passed.**

It was decided to move up item 4b – NHARPC Membership – as a courtesy to Mr. Coogan.

4. b. NHARPC Membership

Mr. Coogan, Chair of the NHARPC, introduced himself and explained the ARPC's mission and what services it provides. The Commission is currently seeking two volunteer representatives from LRPC. The next meeting of the RPC is December 20th. Please contact Mr. Coogan with any questions, for more information, or to volunteer.

3. Old Business

a. RHNA Adoption

Executive Director Hayes summarized what has occurred thus far in this process and where it stands currently. Commissioners were instructed at the last meeting to bring this topic to their town officials for discussion with an eye towards coming back with their vote regarding adoption. Executive Director Hayes solicited individual comments and several Commissioners were heard as to the responses from their select and planning boards. Additionally, there were a few member municipalities which provided either email responses or letters concerning their positions which were noted. It was determined that we are now at a point where we have 3 choices: not to adopt, adopt with the fair share table, or adopt without the fair share table. Secretary Prentice put forth a motion that the RHNA report be adopted as presented without the fair share table. Motion was seconded by Treasurer Kerr. A voice vote was taken, and a majority of the members present were in favor. **Motion passed.**

b. By-Law Revision Adoption

Executive Director Hayes restated that the only major change was adding the option to elect two alternate members to the Executive Board. Aside from that, the rest of the changes were primarily a reordering of some sections to provide for better flow, and inserting clarifying language. Given that the requisite 30-day comment period has passed, this is ripe for a vote. There was no further discussion and Stephanie Verdile offered a motion that we adopt by By-Laws as amended and as recommended by the Executive Board. This motion was seconded by John Christ. A voice vote was taken, and a majority of the members present were in favor. **Motion passed.**

c. CEDS and EDA District Process

At last month's meeting, Executive Director Hayes spoke about the Comprehensive Economic Development Strategy and the Economic Development Administration. He advised that currently we are combined with the North Country District, but he feels that the Lakes Region should have its own plan as this region is quite different from that of the North Country. He asked Commissioners to seek their community's support in permitting LRPC to apply for its own economic district designation in order to develop a plan specific to our region concerning housing, jobs, economy, environmental goals, et cetera, and such that we can apply for economic development grant funding which will allow us to provide additional assistance to our membership. It was noted that the Executive Board has recommended we proceed with an application which will require letters of support. There was some discussion regarding the type of support individual communities might receive after which Jane Alden proffered a motion that we develop our own CEDS plan and apply to become an EDA district for the Lakes Region. A second to the motion was provided by Roger Murray. A voice vote was taken, and all members present were in favor. **Motion passed.**

4. **New Business**

- a. CEDS Committee. Executive Director Hayes noted now that we have agreed to develop a CEDS plan for the Lakes Region, we will need to establish a committee for this purpose. Please contact Executive Director Hayes if you are interested in volunteering.
- b. NHARPC Membership. See above.

5. **Presentation**

- a. Economic Development and Grant Writing. Executive Director Hayes introduced Tracey Secula, LRPC Grants Administrator, who conducted a presentation concerning Community Development Block Grants (CDBG) and the Microenterprise Program. This grant is federally funded and focuses on housing and community development needs. Funding is distributed by the US Department of Housing & Urban Development (HUD) to the Community Development Finance Authority (CDFA) who administers NH's allocation. The CDFA then awards these resources to eligible local governments (cities, towns, and counties) who, in turn, sub-grants the money to various subrecipients specializing in meeting the Microenterprise Program requirements. Slides from this presentation have been posted to LRPC's website.
- b. Source Water Protection. This presentation had to be postponed due to a scheduling issue.

6. **Regional Updates/Announcements**

None.

7. **Commissioner Roundtable**

I. Quinchia, Hebron—The Planning Board resubmitted a Warrant Article on new flood maps.

D. Kerr, Barnstead—The Planning Board is working on a project to update definitions in their zoning ordinances. They currently have about 30 definitions which will need to be voted on at town meeting. There is a development slowly underway which will consist of 5 housing units. They performed a site walk, unfortunately without the developer present, in which several problems were discovered and leaving many questions unanswered.

R. Doucette, Tamworth—Last year Tamworth adopted their first groundwater protection ordinance and work is now underway by the Planning Board to determine how to implement this as it goes into effect January 1st. The Planning Board is also in the process of updating their subdivision rules and regulations. Also, the town is looking to hire a compliance officer to assist in enforcing the groundwater protection ordinance in addition to other matters.

L. Prentice, Tamworth—The transfer station improvement committee has been working for several years now to upgrade the town's recycling program so it can accept items other than aluminum cans. Funding is a problem.

D. Anson, Laconia—Laconia hired their interim planning director to fill the vacant position and is now seeking an assistant planning director to provide support in preparing for the state school property redevelopment project.

C. Ashjian, Moultonborough—The Planning Board continues to work on zoning amendment issues in preparation for town meeting. They are also discussing beginning another master plan process. Concerning the Heritage Commission, the historical resources survey work is underway and going very well.

C. Burns, Moultonborough—Celeste works closely with the Goldman Sachs 10,000 Small Business Program and she is one of five small business owners statewide going to Washington D.C. in November to advocate for access to capital for small business owners.

J. Alden, Tilton—Things are moving along with regard to The Preserve on Winnisquam; the shell of the main building is almost done. The dialysis center should be opening very soon. Tomorrow night the Planning Board will be hearing a proposal about a project which will significantly enlarge the Shell gas station near the Tilton Diner. The Selectboard heard a presentation from a local developer potentially interested in starting a workforce housing project (he has already built one). They also heard a presentation on prospects for Tilton Island Park once the bridge project is complete and there is a survey online for residents to voice their thoughts.

M. Badger, Ashland—Two groups have come to the town with proposed development projects; one which would impact the local ballpark giving way to significant negative responses from the community. They continue to work with the new owners of the golf course concerning their site plan. Site Plan regulations are being revised to be followed with subdivision regulations. Finally, Ashland has received an application for a cell tower.

B. Osler, Sandwich—Their Planning Board continues to work on a HOP grant to identify unreasonable barriers to housing with an eye towards having several proposals for town meeting.

B. Dowey, Bristol—Bristol is working on next year's budget. The public safety building is back on schedule; it is expected to be open by next July. Bill attended one of the recent GACIT meetings as Bristol has two roads on the ten-year plan in an effort to keep things on schedule and fully funded.

G. Tuthill, Alexandria—The main activity in town is the transfer station. They still have another permit or two to secure, but otherwise everything else is done. A general contractor has been secured and they should be ready to go in the spring.

C. Ach, Franklin—Mr. Ach is expected to be appointed as a Commissioner to the LRPC in the very near future. Speaking on transportation, Franklin had previously received a grant to study the trestle bridge and City Council recently announced they are going to rebuild. In economic development, the Stevens Mills project has received federal funding approval for cleanup. As for housing, there are 158 rental units that should be available by the end of the year – unsure how much, if any, will be in the affordable category. Easter Seals recently broke ground for a new center in Franklin. Lastly, there is an earmark fund for finishing the Mill City Park in the federal budget.

J. Taylor, Danbury—There has been very little activity in the last few years in the area of development. They are in the process of finalizing their master plan update. The Ragged Mountain project proposed back in 2008 is dragging on. This was to include several hundred housing units, a hotel, convention hall, etc. None of this has been done as they seem to be concentrating more on the ski area portion of the property. Danbury requested and has received a revised redevelopment plan. It is hopeful that this will be followed as presented.

J. Christ, Plymouth—The drainage project is wrapping up. Still working on a HOP grant which was started last December. Quite a few zoning amendments are being drafted. PSU and the town have embarked on a collaborative venture aimed at turning downtown economic development opportunities into classroom projects.

S. Verdile, Gilmanton—The Planning Board and Selectmen requested a speed study be performed with the assistance of the LRPC on some local roads for possible speed limit adjustments. The Planning Board is working on zoning amendments, its Capital Improvement Program (CIP), and budget.

W. Crowley, Northfield—Northfield is setting out to update its master plan which hasn't been done for about 10 years and, to that end, they are conducting a master plan survey for resident's input.

T. Galvin, Tuftonboro—The town is in the middle of their CIP and budget talks. With the news that Stewart's Ambulance will no longer be providing service to the area, it is expected that additional personnel will need to be added to the fire department along with a second ambulance.

R. Murray, Wolfeboro—Roger reports that there will be a major renovation/expansion to the public safety building. Also, with the news that Stewart's Ambulance will no longer be providing service to the town, the town is looking at taking over this service. Hunter's Market, which was destroyed by fire back in January, has started rebuilding and they will be expanding their footprint by an additional 3,000 sf.

J. Ayer, Gilford—Not much to report other than a small subdivision of 5 lots being constructed at the Alton town line is moving forward. Unfortunately, it will not be workforce but luxury homes.

8. Adjournment

Chair Ayer adjourned the meeting at 8:07 PM.

Respectfully Submitted,

Linda Waldron
Administrative Assistant