

LAKES REGION PLANNING COMMISSION

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



LRPC EXECUTIVE BOARD MEETING

Wednesday, December 13, 2023

9:00 AM

LRPC Office, First Floor Conference Room

Humiston Building, 103 Main Street, Meredith, NH

AGENDA

NOTE: Seven (7) Executive Board members must be present in-person at the meeting location to establish a quorum, so please let Jeff or Linda know if you cannot attend.

1. **Call to Order**
2. **Approve Draft Minutes of September 13, 2023** (*actionable item*) *Attachment 1*
3. **Finance/Treasurer Report** (*September, October, November*) *Attachment 2*
4. **Monthly Executive Report** (*September, October, November*) *Attachment 3*
5. **Committee Reports**
Transportation Advisory Committee (TAC)
6. **Old Business**
 - a. Brownfields RFP Selection Committee
 - b. Transformational Planning Grant Update
 - c. RHNA Update *Attachment 4*
7. **New Business**
 - a. New CEDS Committee
 - b. NHARPC Appointment *Attachment 5*
 - c. HealthTrust 14.6% Increase (starting July 1st)
 - d. Granite State Clean Cities Coalition *Attachment 6*
8. **Roundtable**
9. **Adjourn**



NEXT MEETING: March 13, 2024
HAPPY HOLIDAYS TO YOU AND YOUR FAMILIES!
HAVE A SAFE WINTER.

The Lakes Region Planning Commission reserves the right to hold a non-public session whether noted on the Agenda or not. Notice of a non-public session on an agenda is for planning purposes only. The citations to the Right-to-Know Law are provisional and may be revised as circumstances required. The LRPC complies with the ADA regulations. Please contact the LRPC office if you need special assistance in order to attend this meeting.

All meeting dates and times are subject to change.

Attachment 1

LAKES REGION PLANNING COMMISSION

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LRPC Executive Board Meeting Minutes of September 13, 2023

PRESENT	Dean Anson, Cristina Ashjian, Tavis Austin, John Ayer (Chair), Mardean Badger, Bill Bolton, Patricia Farley (Secretary), David Katz (Vice Chair), David Kerr (Treasurer)
ABSENT	Mark Hildebrand
STAFF	Jeff Hayes (Executive Director), Linda Waldron (Administrative Assistant), Carl Carder, Finance Administrator)
OTHERS	Charlene Vallee (Auditor)
LOCATION	LRPC Office, 1 st Floor Conference Room, Meredith

1. Call to Order

Chair Ayer called the meeting to order at 9:00 AM and welcomed everyone back from summer break. A quorum was established.

2. Minutes

Minutes of June's Executive Board meeting were acknowledged for comments and discussion. Vice Chair Katz put forth a motion to accept the minutes as presented, seconded by Mardean Badger. A voice vote was taken indicating all present were in favor. **Motion passed.**

3. Finance/Treasurer Reports

Finance Administrator Carl Carder briefly summarized the reports stating that August's report shows a large deficit, but noted that the current quarter ends in September and end of quarters typically provide a large reimbursement opportunity. Therefore, he expects by the end of September to show in the black. We have some good projects this fiscal year which include a brownfields grant and a new USDA solid waste contract. Executive Director Hayes mentioned that brownfields begin October 1st and we are looking for projects. We recently have had conversations with Franklin and Laconia in these regards.

4. Monthly Executive Reports

Executive Director Hayes indicated that we had a busy summer. A few local items in the reports were discussed. There were additional discussions regarding the amount of flooding we had this year and Executive Director Hayes noted that LRPC's culvert inventory program is a valuable asset to communities. Participating in this program is a proactive way to avoid or mitigate flooding situations such as those we have seen this year. A full report is prepared documenting where each culvert is located and targets potential drainage issues such as condition, blockages, size, etc. There was also a brief review of this summer's HHW collections, noting we are having a special Fall collection this year. David Kerr asked what freight maps consisted of as it pertains to the Transportation section of July's report to which Executive Director Hayes advised that it concerned tracking freight trucking routes and showing the conditions of the roads, obstacles, traffic circle maneuvering, areas of improvement, etc.

5. Committee Reports

Transportation Advisory Committee (TAC). Treasurer Kerr informed us that there was a meeting of the TAC last week. The topic of the meeting was the bike/ped plan. Unfortunately, our plan is contingent on the State's plan which is behind, but still in the works. There was also a discussion concerning a free bus service to begin running between

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Penacook and Tilton in early October to allow for citizens to work at places along the bus route who don't otherwise have transportation. GACIT hearings are now underway. A new Chair and Vice Chair were voted in. FY24 TAC Meeting calendar was noted.

6. Old Business

- a. Proposed By-Law Revisions. The By-Laws have been overhauled in terms of reordering and clarifying. Changes have been reviewed extensively with input from Vice Chair Katz. The only substantive change was with regard to appointing alternates to the Executive Board (Section 8.3.3). After some discussion, and an agreed-upon minor amendment to allow the Executive Board Chair or in the absence of the Chair the presiding member – changed from the Executive Board – to temporarily fill vacancies on the Executive Board (Section 8.4), Vice Chair Katz proffered a motion that the Executive Board accept the current revision, as amended, and refer same to the full Commission for a 30-day review period and adoption. Bill Bolton seconded the motion. A voice vote was taken indicating all present were in favor. **Motion passed.**

Due to the above clarification, it was decided to reaffirm and obtain the Executive Board's vote concerning Chair Ayer's prior temporary appointment of Tavis Austin to the Board. Chair Ayer made a motion to appoint Tavis Austin as a member of the Executive Board. A voice vote was taken indicating all present were in favor, Tavis Austin abstaining. **Motion passed.**

- b. Annual Meeting Review. Executive Director Hayes stated that we had a great meeting with great speakers. We are looking to follow up on some work with ReVision Energy. Vice Chair Katz advised that he received a note from former Commissioner Steve Wingate indicating that he was extremely thrilled with the recognition award he received at the meeting.
- c. RHNA Adoption Discussion. Executive Director Hayes described that this matter has been on hold since last Spring due to issues with the fair share table and whether it should be included. Former Chair and current Commissioner Wayne Crowley had suggested that we move forward to accept the plan without the fair share table. This has been discussed in several Executive Board and Commissioner meetings throughout the year. Executive Director Hayes went over the draft plan, needs, strategies, barriers, etc. and agrees with Mr. Crowley's suggestion. Therefore, it is his recommendation that we accept the plan without the fair share table as there are certain legal implications in accepting it with the table as well as it being nonactionable in certain communities. Vice Chair Katz proposed a motion that the Executive Board accept the housing needs assessment and forward it on to the full commission with a recommendation that they accept same without the fair share table. Motion was seconded by Mardean Badger. A voice vote was taken indicating all present were in favor. **Motion passed.**

7. New Business

- a. Audit Presentation. Charlene Vallee of Hennessey & Vallee provided a little background and reviewed their firm's auditing standards as well as the areas which they audit and report on. She explained various sections of the report, and went into detail on certain aspects. At the conclusion of Ms. Vallee's presentation, Vice Chair Katz put forth a motion to accept the draft report as final subject to any minor updates forthcoming from Ms. Vallee. Motion was seconded by Treasurer Kerr. A voice vote was taken and all present indicated they were in favor. **Motion passed.**
- b. FY24 Proposed Budget. The Finance Report was compared to the Proposed Budget and Vice Chair Katz noted that the list of contracts did not match. Executive Director Hayes explained that this was likely due to the timeframe in which each document was created. Contracts come through quite regularly such that lists could differ from report to report depending on when a contract was received. Vice Chair Katz and Executive Director

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Hayes discussed and agreed that rather than list each individual contract, they could be consolidated to show only the total income figure in order to simplify and avoid continued discrepancies. Forwarding to the full commission for acceptance is recommended.

- c. FY25 Municipal Membership Appropriations. Executive Director Hayes made it known that this needs to be calculated in advance – due to differences in fiscal years – in order for municipalities to include it in their budgets which are being prepared now. The FY25 figures reflect standard inflation costs. No questions; no discussions.
- d. FY24 Proposed EB & Commissioner Meeting Calendar. The proposed calendar was reviewed. Chair Ayer stated that he previously advised Executive Director Hayes that he would be unable to attend the annual meeting traditionally scheduled for the last Monday in June. The calendar presented modifies this date, and the annual meeting is now tentatively scheduled for Monday, June 17th. Chair Ayer stated that he would also be unavailable on this date as it conflicts with his town's planning board meeting. There was some discussion on where we should hold the 2024 annual meeting and several suggestions were voiced. It was finally determined that we should contact Mill Falls to see if we can return there. It was also mentioned that the October meeting location listed on the calendar is unavailable, and we are working on finding an alternative location. Vice Chair Katz put forward a motion recommending that the proposed FY24 calendar be forwarded to the full Commission, subject to the aforementioned changes, which was seconded by Tavis Austin. A voice vote was taken and all present indicated they were in favor. **Motion passed.**
- e. Tradebe Contract. Executive Director Hayes communicated that Tradebe provided the only submission as a result of our request for proposal which is largely similar to our previous contract with them. The new contract does come with a 40% increase, which increase was satisfactorily explained, and the cost breaks down to \$140,000 per year. The primary change (aside from cost) is that going forward, we will be breaking up the collection event into 4 separate dates. Executive Director Hayes stated that it is important to get the contract in place in order for municipalities to include appropriations in their budgets for the next fiscal year. Dean Anson questioned the non-acceptance of DEA regulated drugs and the necessity of communicating to communities the proper way to dispose of these. After discussion, it was suggested that LRPC might communicate in its marketing of the event that prescription drugs are not accepted and one should contact their local police department for proper disposal options. A motion was made by Vice Chair Katz to grant the Executive Director authority to sign the contract. A second to the motion was provided by Secretary Farley. A voice vote was taken and all present indicated they were in favor. **Motion passed.**
- f. CEDS and EDA District Process. CEDS – Comprehensive Economic Development Strategies – was explained by Executive Director Hayes. Most of the RPCs in the state have prepared a CED strategy to make themselves available for Economic Development Administration funding. It was noted that the Bureau of Economic Affairs has now grouped the Lakes Region with the North Country (who has benefited from this funding for many years). However, this is unsettling as the Lakes Region has double the population and number of employees as the North Country. Executive Director Hayes feels he can assert that the Lakes Region should be its own district with its own CEDS plan, and that our communities should be eligible to apply for public works grant funding based on the strategy we maintain in this region. In order to accomplish this, we need a comprehensive approach including the formation of a CEDS committee, formulation of a strategy (which has been partially done), and the gathering of letters from individual communities supporting our being a designated district under the Economic Development Administration. Secretary Farley provided a motion that the Executive Board grant authority to the Executive Director to apply for a Lakes Region economic development district and to form a CEDS committee for

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this purpose. This was seconded by Vice Chair Katz. A voice vote was taken and all present indicated they were in favor. **Motion passed.**

8. Roundtable

D. Katz, New Hampton—Dave noted that the town has completed its RSMS update, and it is being incorporated into the next Capital Improvement Program. There will be a meeting on this next week. New Hampton has requested support from LRPC for a Master Plan update. They are suspending any changes to the zoning ordinance for 2024 in order to focus on the Master Plan. There will be one new ordinance amendment on the warrant for next year being a solar ordinance. Additionally, there is one red-listed bridge in town and it has been discovered that they can apply to the National Guard's Innovative Response Training (IRT) program for help. This is a DOD sponsored program whereby municipalities can be considered for installation assistance on certain projects through an application and internal bid process. Finally, the town is looking for a Town Administrator.

P. Farley, Tamworth—Pat advised that effective as of the end of this meeting, she will be retiring as Commissioner, Executive Board member, and Secretary of the LRPC, and she will be moving out of state. In order to fill the vacancies as soon as possible, Vice Chair Katz proposed a motion that Commissioner Lianne Prentice be appointed to the Executive Board which was seconded by Bill Bolton. A voice vote was taken indicating all present were in favor, Pat Farley abstaining. **Motion passed.** Next, it was asked if there was interest from any other Executive Board member in filling this position, which there was not. Vice Chair Katz proposed a second motion to also appoint Lianne Prentice as Secretary which was also seconded by Bill Bolton. A voice vote was taken indicating all present were in favor, Pat Farley abstaining. **Motion passed.**

Executive Director Hayes took a moment to present Pat Farley with a recognition award for her many years of outstanding service to the LRPC.

T. Austin, Wolfeboro—Wolfeboro had its last public information forum on the Ten Year Plan project concerning Route 28. Due to public input, the DOT is holding public survey open until the end of September, but construction should be on track for 2026-2027. The Economic Development Committee is starting to work with the Chamber of Commerce concerning the handling of logistics on the tearing up of Main Street. The town has picked up a project for water and sewer upgrades and a complete streets project from Pickering Corner to the Main Street bridge. Wolfeboro is wrapping up their CIP for next year. The Planning Board is having an informational forum on October 17th to obtain the public's input regarding affordable housing. Possible changes to zoning ordinances.

D. Anson, Laconia—There is a meeting tonight regarding Langley Bridge on Route 3. The City is looking to dovetail this project with Langley Cove and the sediment problems from Langley Brook. There is still concern regarding climate change impact on stormwater and the ability to accommodate additional volume.

B. Bolton, Plymouth—Plymouth is going to get a bus. A meeting has been scheduled with Tri-County CAP to work out the details. The Main Street project is nearly done and will have been completed in only one season. The town is trying to shut down the annual party which has been occurring downtown for nearly 40 years where several thousand kids take over the area leaving a mess in their wake.

M. Badger, Ashland—Mardean advised that the planning board is still dealing with White Mountain Country Club/Owl's Nest in enforcing procedures and rules; they are making progress. A couple of years ago, the ZBA turned down a request for excavation of a quarry in the West Street area. The owner is now making an informal proposal for 160+ townhouses on the property, but would need to lower the land – in essence still creating a quarry.

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D. Kerr, Barnstead—The town is still trying to recover from the floods and resulting road work. The Planning Board has concerns about the State’s emphasis on ADUs. They have received an application to build 7 houses on a lot on a gravel road. A site walk has been done and it was noted that survey points have not been made and a good part of the land is wet land. The Planning Board is requesting that additional engineering be performed.

It was announced that Commissioner Bob Snelling has retired as Commissioner and Executive Board member due to recent health issues which have also forced him to move from Holderness to an assisted living facility in Meredith. He has been notified that if circumstances change such that he is able to recommence involvement with the LRPC in the future, he could seek to serve as a Commissioner for Meredith given that there is currently only one appointed Commissioner. A suggestion was made that we might consider some form of recognition or appreciation for Bob as one of our longest serving members at the next annual meeting.

J. Ayer, Gilford—John relays that he has nothing to add that hasn’t already been stated in the past couple of meetings. There is a lot going on, but no changes significant enough to mention.

9. **Adjournment**

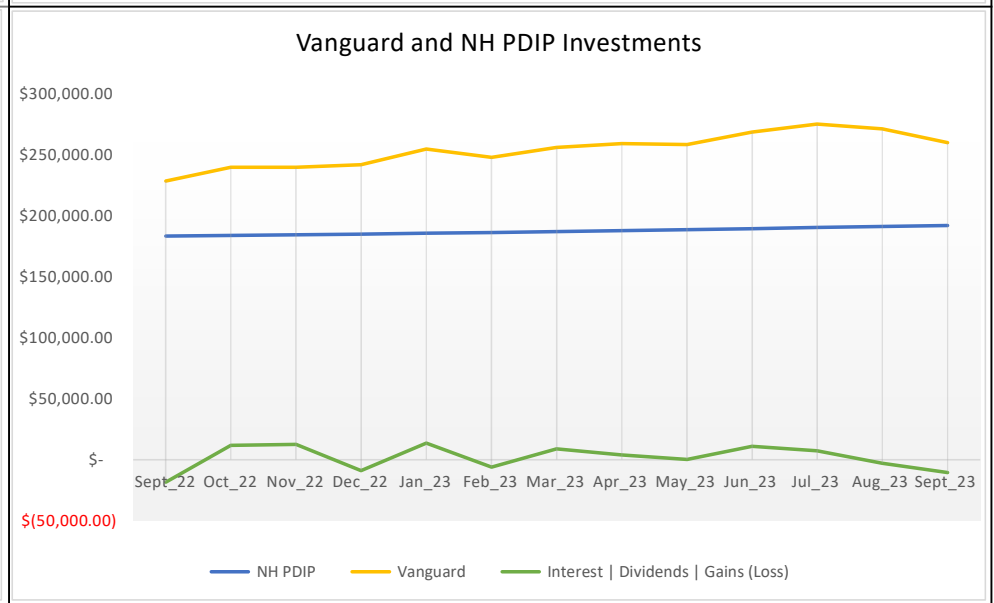
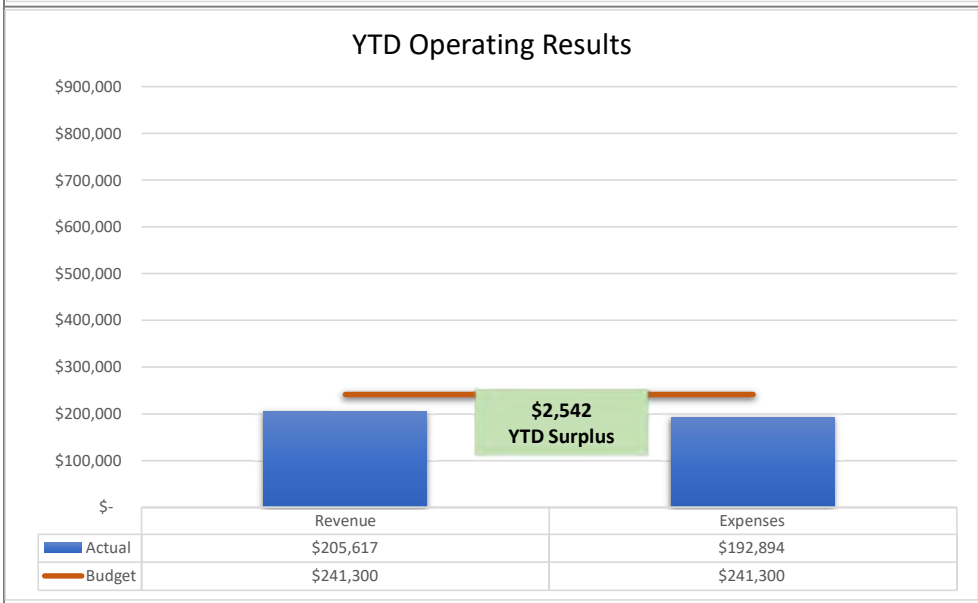
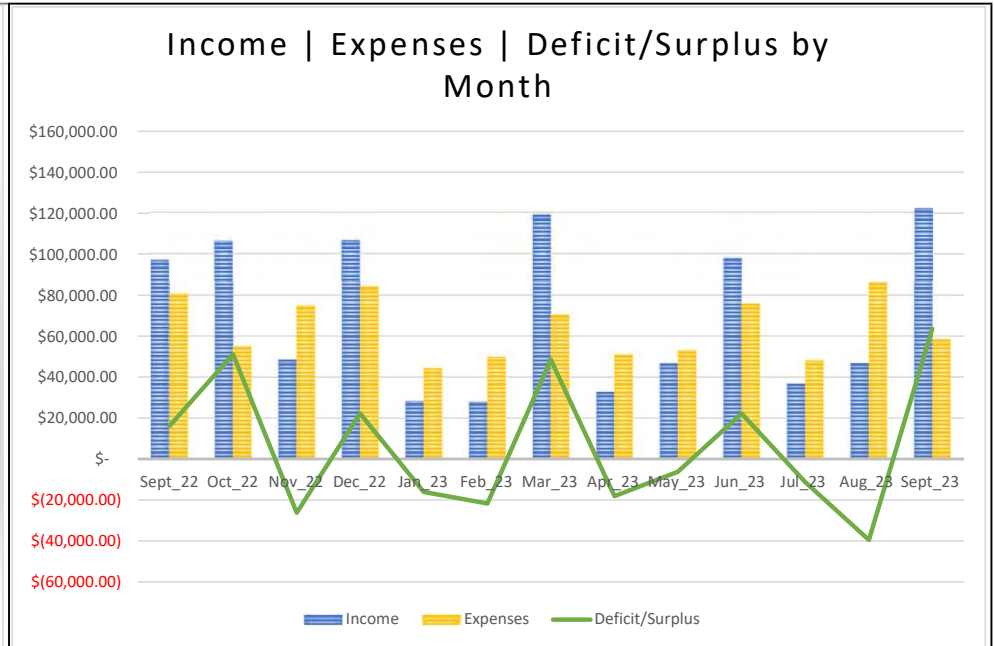
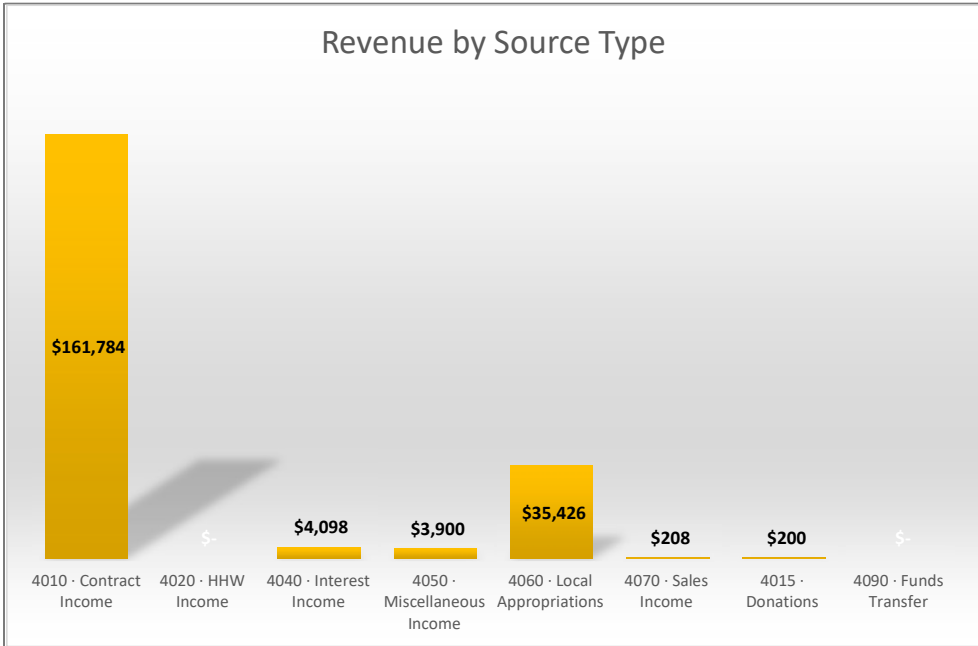
Chair Ayer adjourned the meeting at 11:49 AM.

Respectfully Submitted,
Linda Waldron
Administrative Assistant

Attachment 2

DRAFT

Lakes Region Planning Commission - Dashboard





Lakes Region Planning Commission
STATEMENT OF FINANCIAL POSITION
 As of September 30, 2023

	<u>Sep 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1011.00 · Operating Account	(2,664.91)
1040.00 · Petty Cash	150.00
1070.01 · Money Market	161,270.37
1071.00 · Savings	2,014.33
Total Checking/Savings	<u>160,769.79</u>
Accounts Receivable	
1110.00 · Accounts Receivable	176,252.40
Total Accounts Receivable	<u>176,252.40</u>
Other Current Assets	
1451.00 · Prepaid Postage	51.04
1452.00 · Bulk Mail Permit 98	30.46
1510.00 · Vanguard Investments	259,422.54
1580.00 · NH PDIP	191,588.45
Total Other Current Assets	<u>451,092.49</u>
Total Current Assets	<u>788,114.68</u>
Fixed Assets	<u>0.00</u>
TOTAL ASSETS	<u>788,114.68</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010.00 · Accounts Payable	4,243.44
Total Accounts Payable	<u>4,243.44</u>
Credit Cards	
2550.00 · First National Bank of Omaha	906.90
Total Credit Cards	<u>906.90</u>
Other Current Liabilities	
2110.00 · Accrued Salaries & Wages	838.00
2120.00 · Accrued Vacation Payroll	10,549.83
2130.00 · Payroll Liabilities	5,021.09
2350.00 · Deferred and Unearned Revenue	208,827.01
Total Other Current Liabilities	<u>225,235.93</u>
Total Current Liabilities	<u>230,386.27</u>
Total Liabilities	<u>230,386.27</u>
Equity	
3110.00 · Unrestricted Net Assets	555,186.70
Net Income	2,541.71
Total Equity	<u>557,728.41</u>
TOTAL LIABILITIES & EQUITY	<u>788,114.68</u>



Lakes Region Planning Commission
FY24 Budget Performance
 September 30, 2023

	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Income				
4010 · Contract Income	\$ 694,886	\$ 161,784	\$ (533,101)	23.28%
4020 · HHW Income	\$ 115,148	\$ -	\$ (115,148)	0.00%
4040 · Interest Income	\$ 6,163	\$ 4,098	\$ (2,065)	66.50%
4050 · Miscellaneous Income	\$ 6,000	\$ 3,900	\$ (2,100)	65.00%
4060 · Local Appropriations	\$ 141,704	\$ 35,426	\$ (106,278)	25.00%
4070 · Sales Income	\$ 1,300	\$ 208	\$ (1,092)	16.02%
4015 · Donations	\$ -	\$ 200	\$ 200	
4090 · Funds Transfer	\$ -	\$ -	\$ -	
Total Income (est.)	\$ 965,201	\$ 205,617	\$ (759,584)	21.30%
Expense				
			Target:	25.00%
6030 · Custodian	\$ 4,420	\$ 1,105	\$ 3,315	25.00%
6050 · Education and Training	\$ 1,000	\$ 3,828	\$ (2,828)	382.83%
6060 · Equipment Maintenance	\$ 14,350	\$ 8,070	\$ 6,280	56.24%
6070 · HHW Expense	\$ 99,662	\$ -	\$ 99,662	0.00%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,018	\$ 432	87.48%
7010 · Publishing/Memberships/Meetings	\$ 14,750	\$ 1,847	\$ 12,903	12.52%
7020 · Miscellaneous Expense	\$ 750	\$ 105	\$ 646	13.93%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 15,580	\$ 4,362	\$ 11,218	27.99%
7050 · Payroll Expenses	\$ 717,933	\$ 155,989	\$ 561,944	21.73%
7060 · Postage and Printing	\$ 1,050	\$ 95	\$ 955	9.03%
7069 · Allowance for Direct Grant Expenses	\$ -	\$ 1,188	\$ (1,188)	
7070 · Professional Services	\$ 48,220	\$ 2,360	\$ 45,860	4.89%
7080 · Rent	\$ 9,672	\$ 2,418	\$ 7,254	25.00%
7090 · Traffic Equipment	\$ 8,000	\$ 874	\$ 7,126	
7095 · SADES Equipment	\$ -	\$ -	\$ -	
8010 · Travel Expense	\$ 4,500	\$ 1,503	\$ 2,997	33.39%
8050 · Utilities	\$ 15,364	\$ 3,184	\$ 12,180	20.72%
8060 · Vehicle O&M	\$ 5,500	\$ 2,949	\$ 2,551	53.61%
Total Expense	\$ 965,201	\$ 192,894	\$ 772,307	19.98%
			Target:	25.00%
Net Ordinary Income¹	\$ (0)	\$ 12,723		
Realized Gain (Loss)²				
Unrealized Gain (Loss)²		\$ (10,181)		
Net Income		\$ 2,542		

¹Net Ordinary (Operating) Income is as of September 30, 2023.

²Realized and Unrealized Investment Gain (Loss) are as of September 30, 2023.



Lakes Region Planning Commission
FY24 Budget Performance
 September 30, 2023

	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Membership	141,704	35,426	(106,278)	25.00%
Local Contracts				
PRLAC	\$ 2,700	\$ 300	\$ (2,400)	11.11%
DES SWP (Belmont-Northfield-Sandwich)	\$ 24,825		\$ (24,825)	
RSMS Project New Hampton Update	\$ 1,298	\$ 1,298	\$ -	100.00%
Other Traffic Counts		\$ 540	\$ 540	
NBRC Gale School			\$ -	
NBRC Town of Sandwich			\$ -	
NBRC Town of Hebron				
CDBG Grafton County Micro Enterprise	\$ 45,333	\$ 22,576	\$ (22,757)	49.80%
Additional NBRCs			\$ -	
Subtotal	\$ 74,156	\$ 24,714	\$ (49,442)	33.33%
State / Federal Contracts				
OEP Targeted Block Grant	\$ 11,111	\$ 2,907	\$ (8,204)	26.17%
PRLAC Corridor Management Plan	\$ 1,700		\$ (1,700)	
DOS HSEM - Gilmanton	\$ 7,500		\$ (7,500)	
DOS HSEM - Moultonborough	\$ 7,500		\$ (7,500)	
DOS HSEM - Wolfeboro	\$ 9,000		\$ (9,000)	
DOS HSEM - Andover	\$ 7,500		\$ (7,500)	
DOS-HSEM - Bridgewater	\$ 1,500		\$ (1,500)	
DOS-HSEM - Tilton			\$ -	
USDA Solid Waste Management FY23	\$ 39,063	\$ 39,063	\$ 0	100.00%
EPA FY24/25 Brownfields	\$ 72,133	\$ 14,307	\$ (57,826)	19.83%
USDA Solid Waste Management FY24	\$ 106,500		\$ (106,500)	
DOT UPWP FY 24 / 25	\$ 305,411	\$ 80,794	\$ (224,617)	26.45%
DOS HSEM - Gilford				
DOT HSIP Data Collection			\$ -	
HUD Region Plan (Sheeheen Ear Mark)	\$ 41,812		\$ (41,812)	
NBRC Admin and Coaching	\$ 10,000		\$ (10,000)	
Subtotal	\$ 620,730	\$ 137,071	\$ (483,659)	22.08%
Total 4010 · Contract Income	\$ 694,886	\$ 161,784	\$ (533,101)	23.28%
Other Income				
4020 · HHW	\$ 115,148	\$ -	\$ (115,148)	0.00%
4021 · HHW Local	\$ 99,662		\$ (99,662)	0.00%
4022 · DES HHW	\$ 15,486		\$ (15,486)	0.00%
4015 · Donations	\$ -	\$ 200	\$ 200	
4040 · Interest & Dividends	\$ 6,163	\$ 4,098	\$ (2,065)	66.50%
Land use book sales / GIS	\$ 1,300	\$ 208	\$ (1,092)	16.02%
Other/Misc Income/Annual Meeting	\$ 6,000	\$ 3,900	\$ (2,100)	65.00%
Fund Balance	\$ -		\$ -	
Subtotal	\$ 128,611	\$ 8,407	\$ (120,204)	6.54%
TOTAL	\$ 965,201	\$ 205,617	\$ (759,584)	21.30%
			Target:	25.00%

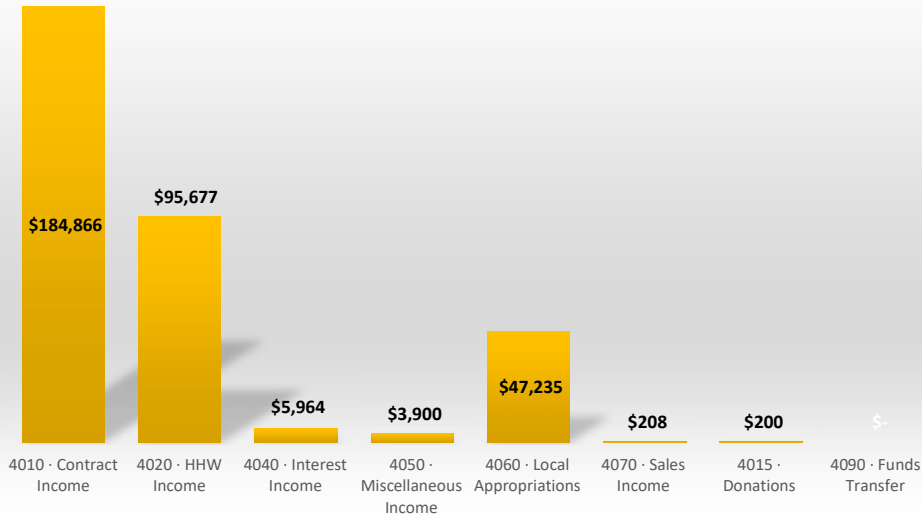


Lakes Region Planning Commission
FY24 Budget Performance
 September 30, 2023

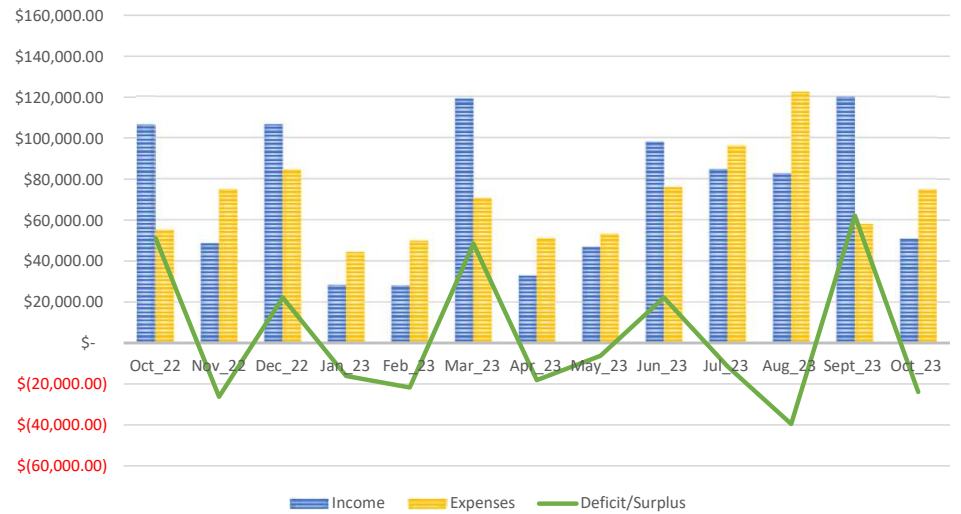
Expense Account	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
6030 · Custodian	\$ 4,420	\$ 1,105	\$ 3,315	25.00%
6050 · Education and Training	\$ 1,000	\$ 3,828	\$ (2,828)	382.83%
6060 · Equipment Maintenance	\$ 14,350	\$ 8,070	\$ 6,280	56.24%
6062 · Equipment/Computer Maintenance	\$ 14,350	\$ 7,970	\$ 6,380	55.54%
6061 · Equipment Purchases	\$ -	\$ 100	\$ (100)	
6070 · HHW Expense	\$ 99,662	\$ -	\$ 99,662	0.00%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,018	\$ 432	87.48%
7010 · Publishing/Memberships/Meetings	\$ 14,750	\$ 1,847	\$ 12,903	12.52%
7020 · Miscellaneous Expense	\$ 750	\$ 105	\$ 646	13.93%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 15,580	\$ 4,362	\$ 11,218	27.99%
7043 · Copier Lease	\$ 5,000	\$ 1,189	\$ 3,811	23.77%
7041 · Supplies	\$ 10,580	\$ 3,173	\$ 7,407	29.99%
7050 · Payroll Expenses	\$ 717,933	\$ 155,989	\$ 561,944	21.73%
7051 · Salaries and Wages	\$ 526,833	\$ 110,022	\$ 416,811	20.88%
7052 · Health, Dental, Disability, Life & Unemp	\$ 105,161	\$ 24,147	\$ 81,014	22.96%
7055 · Retirement Fund	\$ 45,636	\$ 12,393	\$ 33,243	27.16%
7057 · Payroll Taxes	\$ 40,303	\$ 9,428	\$ 30,875	23.39%
7060 · Printing & Postage	\$ 1,050	\$ 95	\$ 955	9.03%
7069 · Allowance for Direct Grant Expenses		\$ 1,188	\$ (1,188)	
7070 · Professional Services	\$ 48,220	\$ 2,360	\$ 45,860	4.89%
7071 · Audit	\$ 7,000	\$ 2,200	\$ 4,800	31.43%
7072 · Contracted Services	\$ 40,000	\$ -	\$ 40,000	0.00%
7074 · Legal	\$ 500	\$ -	\$ 500	0.00%
7075 · Payroll Service	\$ 720	\$ 160	\$ 560	22.22%
7080 · Rent	\$ 9,672	\$ 2,418	\$ 7,254	25.00%
7090 · Traffic Equipment	\$ 8,000	\$ 874	\$ 7,126	10.92%
7095 · SADES Equipment	\$ -		\$ -	
8010 · Travel Expense	\$ 4,500	\$ 1,503	\$ 2,997	33.39%
8050 · Utilities	\$ 15,364	\$ 3,184	\$ 12,180	20.72%
8051 · Electricity and Propane	\$ 6,000	\$ 739	\$ 5,261	12.31%
8052 · Telephone and Internet	\$ 9,364	\$ 2,445	\$ 6,919	26.11%
8060 · Vehicle O&M	\$ 5,500	\$ 2,949	\$ 2,551	53.61%
Totals	\$ 965,201	\$ 192,894	\$ 773,524	19.98%
			Target:	25.00%

Lakes Region Planning Commission - Dashboard

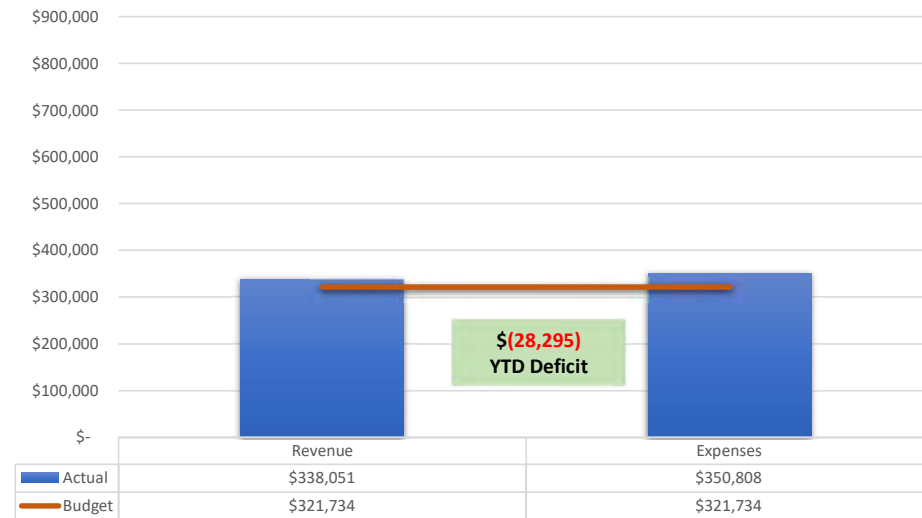
Revenue by Source Type



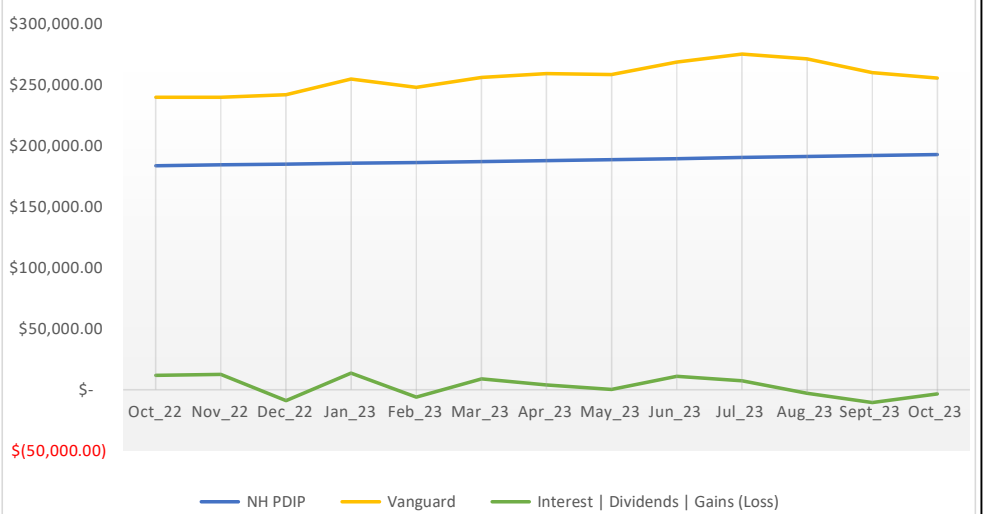
Income | Expenses | Deficit/Surplus by Month



YTD Operating Results



Vanguard and NH PDIP Investments



Lakes Region Planning Commission
 STATEMENT OF FINANCIAL POSITION
 As of October 31, 2023

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
1011.00 · Operating Account	(2,397.58)
1040.00 · Petty Cash	150.00
1070.01 · Money Market	143,997.63
1071.00 · Savings	1,940.87
Total Checking/Savings	143,690.92
Accounts Receivable	
1110.00 · Accounts Receivable	156,661.08
Total Accounts Receivable	156,661.08
Other Current Assets	447,547.49
Total Current Assets	747,899.49
Fixed Assets	0.00
TOTAL ASSETS	747,899.49
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	103,612.68
Credit Cards	
2550.00 · First National Bank of Omaha	84.60
Total Credit Cards	84.60
Other Current Liabilities	
2110.00 · Accrued Salaries & Wages	838.00
2120.00 · Accrued Vacation Payroll	11,121.98
2130.00 · Payroll Liabilities	
2134.00 · FSA	(28.68)
2135.00 · 401(k) Contribution	4,038.45
Total 2130.00 · Payroll Liabilities	4,009.77
2350.00 · Deferred and Unearned Revenue	101,341.01
Total Other Current Liabilities	117,310.76
Total Current Liabilities	221,008.04
Total Liabilities	221,008.04
Equity	
3110.00 · Unrestricted Net Assets	555,186.70
Net Income	(28,295.25)
Total Equity	526,891.45
TOTAL LIABILITIES & EQUITY	747,899.49



Lakes Region Planning Commission
FY24 Budget Performance
 October 31, 2023

	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Income				
4010 · Contract Income	\$ 694,886	\$ 184,866	\$ (510,019)	26.60%
4020 · HHW Income	\$ 115,148	\$ 95,677	\$ (19,471)	83.09%
4040 · Interest Income	\$ 6,163	\$ 5,964	\$ (199)	96.77%
4050 · Miscellaneous Income	\$ 6,000	\$ 3,900	\$ (2,100)	65.00%
4060 · Local Appropriations	\$ 141,704	\$ 47,235	\$ (94,469)	33.33%
4070 · Sales Income	\$ 1,300	\$ 208	\$ (1,092)	16.02%
4015 · Donations	\$ -	\$ 200	\$ 200	
4090 · Funds Transfer	\$ -	\$ -	\$ -	
Total Income (est.)	\$ 965,201	\$ 338,051	\$ (627,150)	35.02%
Expense				
			Target:	33.33%
6030 · Custodian	\$ 4,420	\$ 1,445	\$ 2,975	32.69%
6050 · Education and Training	\$ 1,000	\$ 3,938	\$ (2,938)	393.84%
6060 · Equipment Maintenance	\$ 14,350	\$ 8,769	\$ 5,581	61.11%
6070 · HHW Expense	\$ 99,662	\$ 95,669	\$ 3,993	95.99%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,018	\$ 432	87.48%
7010 · Publishing/Memberships/Meetings	\$ 14,750	\$ 2,736	\$ 12,014	18.55%
7020 · Miscellaneous Expense	\$ 750	\$ 136	\$ 614	18.13%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 15,580	\$ 5,357	\$ 10,223	34.38%
7050 · Payroll Expenses	\$ 717,933	\$ 208,442	\$ 509,491	29.03%
7060 · Postage and Printing	\$ 1,050	\$ 201	\$ 849	19.16%
7069 · Allowance for Direct Grant Expenses	\$ -	\$ 1,188	\$ (1,188)	
7070 · Professional Services	\$ 48,220	\$ 7,248	\$ 40,973	15.03%
7080 · Rent	\$ 9,672	\$ 3,224	\$ 6,448	33.33%
7090 · Traffic Equipment	\$ 8,000	\$ 147	\$ 7,853	
7095 · SADES Equipment	\$ -	\$ -	\$ -	
8010 · Travel Expense	\$ 4,500	\$ 1,793	\$ 2,707	39.85%
8050 · Utilities	\$ 15,364	\$ 4,287	\$ 11,077	27.90%
8060 · Vehicle O&M	\$ 5,500	\$ 3,211	\$ 2,289	58.38%
Total Expense	\$ 965,201	\$ 350,808	\$ 614,393	36.35%
			Target:	33.33%
Net Ordinary Income¹	\$ (0)	\$ (12,758)		
Realized Gain (Loss)²				
Unrealized Gain (Loss)²		\$ (15,538)		
Net Income		\$ (28,295)		

¹Net Ordinary (Operating) Income is as of October 31, 2023.

²Realized and Unrealized Investment Gain (Loss) are as of October 31, 2023.



Lakes Region Planning Commission

FY24 Budget Performance

October 31, 2023

	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Membership	141,704	47,235	(94,469)	33.33%
Local Contracts				
PRLAC	\$ 2,700	\$ 300	\$ (2,400)	11.11%
DES SWP (Belmont-Northfield-Sandwich)	\$ 24,825		\$ (24,825)	
RSMS Project New Hampton Update	\$ 1,298	\$ 1,298	\$ -	100.00%
Other Traffic Counts		\$ 540	\$ 540	
NBRC Gale School			\$ -	
NBRC Town of Sandwich			\$ -	
NBRC Town of Hebron				
CDBG Grafton County Micro Enterprise	\$ 45,333	\$ 21,725	\$ (23,608)	47.92%
Additional NBRCs			\$ -	
Subtotal	\$ 74,156	\$ 23,863	\$ (50,293)	32.18%
State / Federal Contracts				
OEP Targeted Block Grant	\$ 11,111	\$ 2,763	\$ (8,348)	24.87%
PRLAC Corridor Management Plan	\$ 1,700		\$ (1,700)	
DOS HSEM - Gilmanton	\$ 7,500		\$ (7,500)	
DOS HSEM - Moultonborough	\$ 7,500		\$ (7,500)	
DOS HSEM - Wolfeboro	\$ 9,000		\$ (9,000)	
DOS HSEM - Andover	\$ 7,500		\$ (7,500)	
DOS-HSEM - Bridgewater	\$ 1,500		\$ (1,500)	
DOS-HSEM - Tilton			\$ -	
USDA Solid Waste Management FY23	\$ 39,063	\$ 39,063	\$ 0	100.00%
EPA FY24/25 Brownfields	\$ 72,133	\$ 14,307	\$ (57,826)	19.83%
USDA Solid Waste Management FY24	\$ 106,500		\$ (106,500)	
DOT UPWP FY 24 / 25	\$ 305,411	\$ 104,871	\$ (200,540)	34.34%
DOS HSEM - Gilford				
DOT HSIP Data Collection			\$ -	
HUD Region Plan (Sheeheen Ear Mark)	\$ 41,812		\$ (41,812)	
NBRC Admin and Coaching	\$ 10,000		\$ (10,000)	
Subtotal	\$ 620,730	\$ 161,004	\$ (459,726)	25.94%
Total 4010 · Contract Income	\$ 694,886	\$ 184,866	\$ (510,019)	26.60%
Other Income				
4020 · HHW	\$ 115,148	\$ 95,677	\$ (19,471)	83.09%
4021 · HHW Local	\$ 99,662	\$ 95,677	\$ (3,985)	96.00%
4022 · DES HHW	\$ 15,486		\$ (15,486)	0.00%
4015 · Donations	\$ -	\$ 200	\$ 200	
4040 · Interest & Dividends	\$ 6,163	\$ 5,964	\$ (199)	96.77%
Land use book sales / GIS	\$ 1,300	\$ 208	\$ (1,092)	16.02%
Other/Misc Income/Annual Meeting	\$ 6,000	\$ 3,900	\$ (2,100)	65.00%
Fund Balance	\$ -		\$ -	
Subtotal	\$ 128,611	\$ 105,949	\$ (22,662)	82.38%
TOTAL	\$ 965,201	\$ 338,051	\$ (627,150)	35.02%
			Target:	33.33%

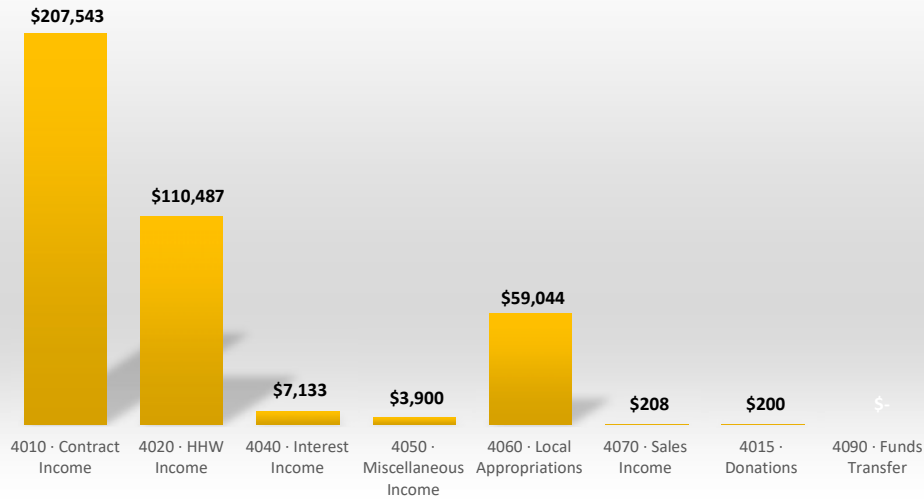


Lakes Region Planning Commission
FY24 Budget Performance
 October 31, 2023

Expense Account	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
6030 · Custodian	\$ 4,420	\$ 1,445	\$ 2,975	32.69%
6050 · Education and Training	\$ 1,000	\$ 3,938	\$ (2,938)	393.84%
6060 · Equipment Maintenance	\$ 14,350	\$ 8,769	\$ 5,581	61.11%
6062 · Equipment/Computer Maintenance	\$ 14,350	\$ 8,669	\$ 5,681	60.41%
6061 · Equipment Purchases	\$ -	\$ 100	\$ (100)	
6070 · HHW Expense	\$ 99,662	\$ 95,669	\$ 3,993	95.99%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,018	\$ 432	87.48%
7010 · Publishing/Memberships/Meetings	\$ 14,750	\$ 2,736	\$ 12,014	18.55%
7020 · Miscellaneous Expense	\$ 750	\$ 136	\$ 614	18.13%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 15,580	\$ 5,357	\$ 10,223	34.38%
7043 · Copier Lease	\$ 5,000	\$ 1,664	\$ 3,336	33.28%
7041 · Supplies	\$ 10,580	\$ 3,693	\$ 6,887	34.90%
7050 · Payroll Expenses	\$ 717,933	\$ 208,442	\$ 509,491	29.03%
7051 · Salaries and Wages	\$ 526,833	\$ 147,968	\$ 378,865	28.09%
7052 · Health, Dental, Disability, Life & Unemp	\$ 105,161	\$ 32,449	\$ 72,712	30.86%
7055 · Retirement Fund	\$ 45,636	\$ 15,896	\$ 29,740	34.83%
7057 · Payroll Taxes	\$ 40,303	\$ 12,129	\$ 28,174	30.09%
7060 · Printing & Postage	\$ 1,050	\$ 201	\$ 849	19.16%
7069 · Allowance for Direct Grant Expenses		\$ 1,188	\$ (1,188)	
7070 · Professional Services	\$ 48,220	\$ 7,248	\$ 40,973	15.03%
7071 · Audit	\$ 7,000	\$ 7,038	\$ (38)	100.54%
7072 · Contracted Services	\$ 40,000	\$ -	\$ 40,000	0.00%
7074 · Legal	\$ 500	\$ -	\$ 500	0.00%
7075 · Payroll Service	\$ 720	\$ 210	\$ 510	29.17%
7080 · Rent	\$ 9,672	\$ 3,224	\$ 6,448	33.33%
7090 · Traffic Equipment	\$ 8,000	\$ 147	\$ 7,853	1.84%
7095 · SADES Equipment	\$ -	\$ -	\$ -	
8010 · Travel Expense	\$ 4,500	\$ 1,793	\$ 2,707	39.85%
8050 · Utilities	\$ 15,364	\$ 4,287	\$ 11,077	27.90%
8051 · Electricity and Propane	\$ 6,000	\$ 1,030	\$ 4,970	17.16%
8052 · Telephone and Internet	\$ 9,364	\$ 3,257	\$ 6,107	34.78%
8060 · Vehicle O&M	\$ 5,500	\$ 3,211	\$ 2,289	58.38%
Totals	\$ 965,201	\$ 350,808	\$ 615,610	36.35%
			Target:	33.33%

Lakes Region Planning Commission - Dashboard

Revenue by Source Type



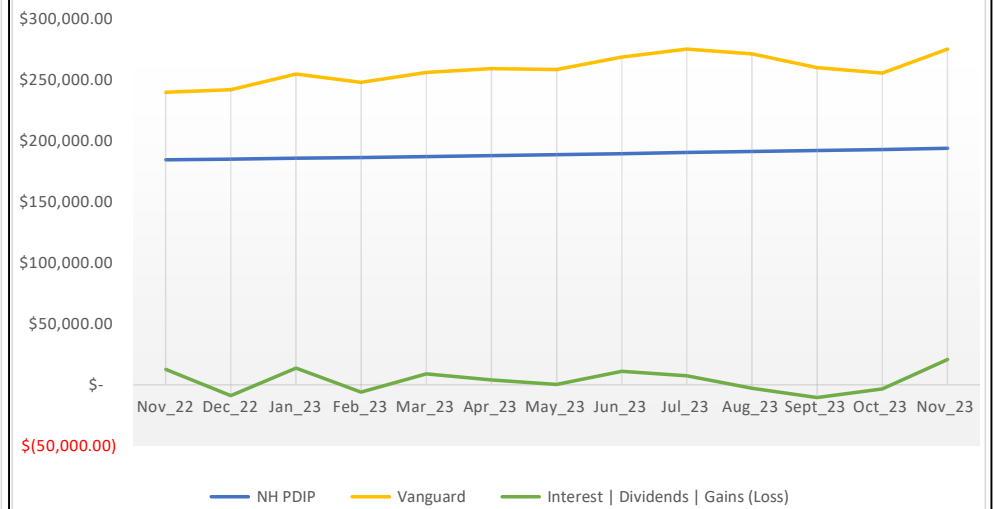
Income | Expenses | Deficit/Surplus by Month



YTD Operating Results



Vanguard and NH PDIP Investments



Lakes Region Planning Commission
 STATEMENT OF FINANCIAL POSITION
 As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1011.00 · Operating Account	(2,716.04)
1040.00 · Petty Cash	150.00
1070.01 · Money Market	185,529.95
1071.00 · Savings	1,911.03
Total Checking/Savings	184,874.94
Accounts Receivable	91,640.54
Other Current Assets	
1451.00 · Prepaid Postage	51.04
1452.00 · Bulk Mail Permit 98	30.46
1510.00 · Vanguard Investments	274,647.86
1580.00 · NH PDIP	193,342.54
Total Other Current Assets	468,071.90
Total Current Assets	744,587.38
Fixed Assets	0.00
TOTAL ASSETS	744,587.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	98,096.09
Credit Cards	
2550.00 · First National Bank of Omaha	397.46
Total Credit Cards	397.46
Other Current Liabilities	
2110.00 · Accrued Salaries & Wages	838.00
2120.00 · Accrued Vacation Payroll	12,439.68
2130.00 · Payroll Liabilities	
2134.00 · FSA	405.92
2135.00 · 401(k) Contribution	4,576.91
Total 2130.00 · Payroll Liabilities	4,982.83
2350.00 · Deferred and Unearned Revenue	89,532.01
Total Other Current Liabilities	107,792.52
Total Current Liabilities	206,286.07
Total Liabilities	206,286.07
Equity	
3110.00 · Unrestricted Net Assets	555,186.70
Net Income	(16,885.39)
Total Equity	538,301.31
TOTAL LIABILITIES & EQUITY	744,587.38



Lakes Region Planning Commission
FY24 Budget Performance
 November 30, 2023

	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Income				
4010 · Contract Income	\$ 694,886	\$ 207,543	\$ (487,343)	29.87%
4020 · HHW Income	\$ 115,148	\$ 110,487	\$ (4,661)	95.95%
4040 · Interest Income	\$ 6,163	\$ 7,133	\$ 970	115.74%
4050 · Miscellaneous Income	\$ 6,000	\$ 3,900	\$ (2,100)	65.00%
4060 · Local Appropriations	\$ 141,704	\$ 59,044	\$ (82,660)	41.67%
4070 · Sales Income	\$ 1,300	\$ 208	\$ (1,092)	16.02%
4015 · Donations	\$ -	\$ 200	\$ 200	
4090 · Funds Transfer	\$ -	\$ -	\$ -	
Total Income (est.)	\$ 965,201	\$ 388,515	\$ (576,686)	40.25%
Expense				
			Target:	41.67%
6030 · Custodian	\$ 4,420	\$ 1,785	\$ 2,635	40.38%
6050 · Education and Training	\$ 1,000	\$ 3,938	\$ (2,938)	393.84%
6060 · Equipment Maintenance	\$ 14,350	\$ 9,527	\$ 4,823	66.39%
6070 · HHW Expense	\$ 99,662	\$ 96,398	\$ 3,264	96.73%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,469	\$ (19)	100.55%
7010 · Publishing/Memberships/Meetings	\$ 14,750	\$ 3,351	\$ 11,399	22.72%
7020 · Miscellaneous Expense	\$ 750	\$ 243	\$ 508	32.33%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 15,580	\$ 6,331	\$ 9,249	40.64%
7050 · Payroll Expenses	\$ 717,933	\$ 260,504	\$ 457,429	36.29%
7060 · Postage and Printing	\$ 1,050	\$ 231	\$ 819	22.01%
7069 · Allowance for Direct Grant Expenses	\$ -	\$ 1,188	\$ (1,188)	
7070 · Professional Services	\$ 48,220	\$ 7,308	\$ 40,913	15.15%
7080 · Rent	\$ 9,672	\$ 4,030	\$ 5,642	41.67%
7090 · Traffic Equipment	\$ 8,000	\$ 147	\$ 7,853	
7095 · SADES Equipment	\$ -	\$ -	\$ -	
8010 · Travel Expense	\$ 4,500	\$ 2,019	\$ 2,481	44.86%
8050 · Utilities	\$ 15,364	\$ 5,474	\$ 9,890	35.63%
8060 · Vehicle O&M	\$ 5,500	\$ 3,301	\$ 2,199	60.01%
Total Expense	\$ 965,201	\$ 409,244	\$ 555,957	42.40%
			Target:	41.67%
Net Ordinary Income¹	\$ (0)	\$ (20,729)		
Realized Gain (Loss)²				
Unrealized Gain (Loss)²		\$ 3,843		
Net Income		\$ (16,885)		

¹Net Ordinary (Operating) Income is as of November 30, 2023.

²Realized and Unrealized Investment Gain (Loss) are as of November 30, 2023.



Lakes Region Planning Commission

FY24 Budget Performance

November 30, 2023

	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
Membership	141,704	59,044	(82,660)	41.67%
Local Contracts				
PRLAC	\$ 2,700	\$ 600	\$ (2,100)	22.22%
DES SWP (Belmont-Northfield-Sandwich)	\$ 24,825		\$ (24,825)	
RSMS Project New Hampton Update	\$ 1,298	\$ 1,298	\$ -	100.00%
Other Traffic Counts		\$ 540	\$ 540	
NBRC Gale School			\$ -	
NBRC Town of Sandwich			\$ -	
NBRC Town of Hebron				
CDBG Grafton County Micro Enterprise	\$ 45,333	\$ 21,725	\$ (23,608)	47.92%
Additional NBRCs			\$ -	
Subtotal	\$ 74,156	\$ 24,163	\$ (49,993)	32.58%
State / Federal Contracts				
OEP Targeted Block Grant	\$ 11,111	\$ 2,763	\$ (8,348)	24.87%
PRLAC Corridor Management Plan	\$ 1,700		\$ (1,700)	
DOS HSEM - Gilmanton	\$ 7,500		\$ (7,500)	
DOS HSEM - Moultonborough	\$ 7,500		\$ (7,500)	
DOS HSEM - Wolfeboro	\$ 9,000		\$ (9,000)	
DOS HSEM - Andover	\$ 7,500		\$ (7,500)	
DOS-HSEM - Bridgewater	\$ 1,500		\$ (1,500)	
DOS-HSEM - Tilton			\$ -	
USDA Solid Waste Management FY23	\$ 39,063	\$ 39,063	\$ 0	100.00%
EPA FY24/25 Brownfields	\$ 72,133	\$ 14,307	\$ (57,826)	19.83%
USDA Solid Waste Management FY24	\$ 106,500		\$ (106,500)	
DOT UPWP FY 24 / 25	\$ 305,411	\$ 127,247	\$ (178,164)	41.66%
DOS HSEM - Gilford				
DOT HSIP Data Collection			\$ -	
HUD Region Plan (Sheeheen Ear Mark)	\$ 41,812		\$ (41,812)	
NBRC Admin and Coaching	\$ 10,000		\$ (10,000)	
Subtotal	\$ 620,730	\$ 183,380	\$ (437,350)	29.54%
Total 4010 · Contract Income	\$ 694,886	\$ 207,543	\$ (487,343)	29.87%
Other Income				
4020 · HHW	\$ 115,148	\$ 110,487	\$ (4,661)	95.95%
4021 · HHW Local	\$ 99,662	\$ 95,677	\$ (3,985)	96.00%
4022 · DES HHW	\$ 15,486	\$ 14,810	\$ (676)	95.63%
4015 · Donations	\$ -	\$ 200	\$ 200	
4040 · Interest & Dividends	\$ 6,163	\$ 7,133	\$ 970	115.74%
Land use book sales / GIS	\$ 1,300	\$ 208	\$ (1,092)	16.02%
Other/Misc Income/Annual Meeting	\$ 6,000	\$ 3,900	\$ (2,100)	65.00%
Fund Balance	\$ -	\$ -	\$ -	
Subtotal	\$ 128,611	\$ 121,928	\$ (6,683)	94.80%
TOTAL	\$ 965,201	\$ 388,515	\$ (576,686)	40.25%
			Target:	41.67%



Lakes Region Planning Commission
FY24 Budget Performance
 November 30, 2023

Expense Account	Fiscal Year (24)-to-Date			
	FY24 Approved Annual Budget	FY24 YTD Actual	Difference (Budget v Actual)	% of Annual Budget
6030 · Custodian	\$ 4,420	\$ 1,785	\$ 2,635	40.38%
6050 · Education and Training	\$ 1,000	\$ 3,938	\$ (2,938)	393.84%
6060 · Equipment Maintenance	\$ 14,350	\$ 9,527	\$ 4,823	66.39%
<i>6062 · Equipment/Computer Maintenance</i>	\$ 14,350	\$ 9,354	\$ 4,996	65.18%
<i>6061 · Equipment Purchases</i>	\$ -	\$ 173	\$ (173)	
6070 · HHW Expense	\$ 99,662	\$ 96,398	\$ 3,264	96.73%
6080 · Insurance - Bonds and Business	\$ 3,450	\$ 3,469	\$ (19)	100.55%
7010 · Publishing/Memberships/Meetings	\$ 14,750	\$ 3,351	\$ 11,399	22.72%
7020 · Miscellaneous Expense	\$ 750	\$ 243	\$ 508	32.33%
7030 · Office Improvements	\$ 1,000	\$ -	\$ 1,000	0.00%
7040 · Office Expense	\$ 15,580	\$ 6,331	\$ 9,249	40.64%
<i>7043 · Copier Lease</i>	\$ 5,000	\$ 2,074	\$ 2,926	41.47%
<i>7041 · Supplies</i>	\$ 10,580	\$ 4,258	\$ 6,322	40.25%
7050 · Payroll Expenses	\$ 717,933	\$ 260,504	\$ 457,429	36.29%
<i>7051 · Salaries and Wages</i>	\$ 526,833	\$ 185,831	\$ 341,002	35.27%
<i>7052 · Health, Dental, Disability, Life & Unemp</i>	\$ 105,161	\$ 40,508	\$ 64,653	38.52%
<i>7055 · Retirement Fund</i>	\$ 45,636	\$ 19,399	\$ 26,237	42.51%
<i>7057 · Payroll Taxes</i>	\$ 40,303	\$ 14,766	\$ 25,537	36.64%
7060 · Printing & Postage	\$ 1,050	\$ 231	\$ 819	22.01%
7069 · Allowance for Direct Grant Expenses		\$ 1,188	\$ (1,188)	
7070 · Professional Services	\$ 48,220	\$ 7,308	\$ 40,913	15.15%
<i>7071 · Audit</i>	\$ 7,000	\$ 7,038	\$ (38)	100.54%
<i>7072 · Contracted Services</i>	\$ 40,000	\$ -	\$ 40,000	0.00%
<i>7074 · Legal</i>	\$ 500	\$ -	\$ 500	0.00%
<i>7075 · Payroll Service</i>	\$ 720	\$ 270	\$ 450	37.50%
7080 · Rent	\$ 9,672	\$ 4,030	\$ 5,642	41.67%
7090 · Traffic Equipment	\$ 8,000	\$ 147	\$ 7,853	1.84%
7095 · SADES Equipment	\$ -	\$ -	\$ -	
8010 · Travel Expense	\$ 4,500	\$ 2,019	\$ 2,481	44.86%
8050 · Utilities	\$ 15,364	\$ 5,474	\$ 9,890	35.63%
<i>8051 · Electricity and Propane</i>	\$ 6,000	\$ 1,520	\$ 4,480	25.33%
<i>8052 · Telephone and Internet</i>	\$ 9,364	\$ 3,954	\$ 5,410	42.23%
8060 · Vehicle O&M	\$ 5,500	\$ 3,301	\$ 2,199	60.01%
Totals	\$ 965,201	\$ 409,244	\$ 557,174	42.40%
			Target:	41.67%

Attachment 3



Monthly Executive Report

Local

- **Belmont.** Addressed questions about HHW appropriations with Belmont Town Administrator.
- **Belmont, Northfield, Sandwich** | NHDES Stormwater Protection. Met with Pierce Rigrod and Melissa Mancheras of NHDES concerning proposed changes to the model Source Water Protection Ordinance. Informed towns of the significant proposed changes by DES to the model Source Water Protection Ordinance and advised they move forward with the current proposed changes (2015).
- **Center Harbor.** Communicated with town regarding review of site plan regulations. Provided initial draft to Land Use Secretary.
- **Freedom.** Responded to request for providing in-house training to new planning board members. Collected and presented statistics on Freedom residents attending 2023 HHW collection.
- **Gilford.** Discussed scoping of culverts and closed drainage systems update with Gilford; provided quote. Completed Local Development District contract for Gilford Foam Recycling Program/NBRC grant award.
- **Laconia.** Provided technical assistance to local business (North Water Marine) concerning replacement and disposal of fluorescent tubes.
- **New Hampton.** Provided culverts and closed drainage systems quote. Completed planning board map. Submitted RSMS update.
- **Northfield.** Met with Department of Public Works Director and Town Administrator regarding RSMS. Discussed possible participation in HHW collections with Northfield Town Administrator.
- **Ossipee.** Provided instructions on accessing the draft Housing Needs Assessment Report on the website and data on household size by age for those 65 years and older to planning consultant for Ossipee for developing their Housing Plan.
- **Tamworth.** Responded to request for examples of source water protection enforcement and implementation measures. Provided Town Administrator with Belmont's regulations and Best Management Practices, as well as information from the Department of Environmental Services as examples. Performed site visit for Tamworth's October HHW collection event.

Grant Administration

- Awarded 4 new NBRC grant administration contracts totaling over \$30,000.
- Earned Grafton County Commissioner's support for new CDBG grant entitled *Transformational Planning Grant* program.
- Processed payments to economic development organizations operating in the region through Grafton County microenterprise grant administration contract.

Household Hazardous Waste

- **2023 Collections.**
 - Worked with coordinators concerning volunteers and signage.
 - Dispatched e-blast to coordinators, communities and commissioners, as well as an email list of over 750 names concerning fall collection. Developed press release for publication. Addressed several HHW calls/emails regarding October 7th collection from Tamworth, Moultonborough, Laconia, Freedom, and LRPC Barnstead Commissioner.

- Discussed and provided universal waste disposal options to Bristol Commissioner and Town Administrator.
- **2024 Collections.**
 - Worked on finalizing sites and dates for 2024.
 - Prepared for finalization of contract and appropriations.

Regional

- **TBG/CEDS.** Edited CEDS StoryMap and RHNA report.
- **PRLAC.** Corresponded with PRLAC Chair regarding administrative funding and participated in September meeting.
- **Pemi Corridor Plan.** Worked to finalize plan for review. Received data on state-owned lands from NHDES.

Solid Waste

- Conducted roundtable on Universal Waste Management training for solid waste operators. Scheduled 3 guest speakers, providing notification to town administrators and solid waste operators.
- Continued work on FY25 Solid Waste Management grant application.
- Met with NHDES to discuss the LRPC compost PBN (permit by notification) guide and how to move forward with the information.



Training

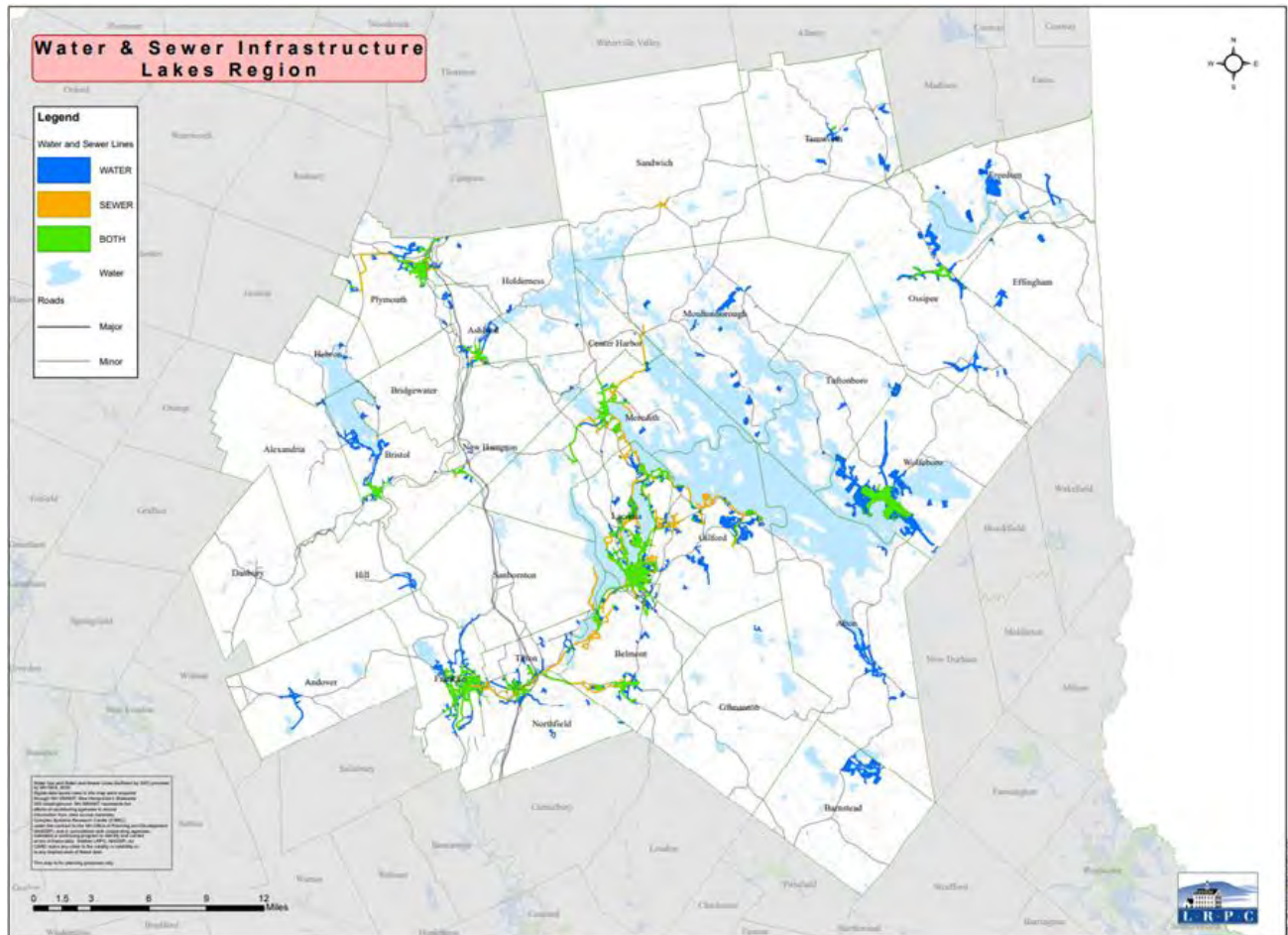
- Attended *Clean Energy is a Terrible Thing to Waste* webinar on recycling our nation's spent nuclear fuel.
- Attended MS2 training.
- Conducted CCDS field training.

Transportation

- **Traffic Counting.** Reviewed progress, results, and planning. We are into the final weeks of count collections. Worked with NHDOT on pilot program for regional planning commissions to QA/QC their own traffic data and upload to MS2. Created traffic count status report.
- **Mapping.**
 - Completed crash data heat map for TAC meeting.
 - Created regional bike/ped infrastructure map.
 - Created regional Level of Traffic Stress (LTS) map.
 - Completed economic development standard maps.
 - Worked on Labor Market Area (LMA) standard maps.
- **Data Management.** Compiled a variety of census data to be posted to LRPC website.
- Hosted monthly TAC meeting.
- Attended five GACIT hearings, presenting at four of them.
- Coordinated with TAC subcommittee on regional bike/ped plan draft development.

- Met with Mid State Regional Coordinating Council on transit plan.
- **GIS.** Worked on development of standard map sets. Continued working with ESRI Technical Support to troubleshoot issues on StoryMaps and Business Analyst.

Standard Map Set - Water and Sewer Infrastructure



ACRONYMS

CCDS	Culverts and Closed Drainage Systems
CDBG	Community Development Block Grant
CEDS	Comprehensive Economic Development Strategy
ESRI	Environmental Systems Research Institute
FY	Fiscal Year
GACIT	Governor's Advisory Commission on Intermodal Transportation
GIS	Geographic Information System
HHW	Household Hazardous Waste
LRPC	Lakes Region Planning Commission
NBRC	Northern Border Regional Commission
NHDES	NH Department of Environmental Services
NHDOT	NH Department of Transportation
PBN	Permit by Notification
PRLAC	Pemigewasset River Local Advisory Committee
QA/QC	Quality Assurance/Quality Control
RHNA	Regional Housing Needs Assessment
RSMS	Road Surface Management System
TAC	Transportation Advisory Committee
TBG	Targeted Block Grant



Monthly Executive Report

Local

- **Belmont, Northfield, Sandwich** | NHDES Source Water Protection. Submitted 2nd quarterly report to DES. Researched and began compiling public education and outreach materials for publicizing Source Water Protection ordinance changes and educating public on source water protection. Attended Belmont Planning Board meeting on October 23rd to discuss proposed updates to their Groundwater Protection Ordinance; Belmont decided not to add the changes to the 2024 warrant.
- **Freedom**. Guided Freedom Conservation Commission representative regarding potential mapping projects for master plan. Created reference map and table of conserved lands for review. Provided contact information for NH GRANIT staff in order for town to obtain updated state layer of conserved lands.
- **Gilford**. Provided Gilford DPW Director with final culverts and closed drainage system (CCDS) quote.
- **Holderness**. Directed Land Use Board Assistant to Innovative Land Use Handbook.
- **New Hampton**. Prepared overview and wrote two documents for New Hampton regarding statutory requirements and planning basics for master plan with resources. Will meet on November 10th to discuss master plan request for proposal.
- **Northfield**. Provided Northfield Town Administrator and DPW with information on the usefulness of data provided in the RSMS and traffic counts. They presented this information to the selectboard.
- **Tamworth**. Met with town officials to discuss their past NBRC Catalyst program application to determine procedure to move forward with the Tamworth Recycling Facility project. Completed overview of the project.
- **Wolfeboro**. Presented at Wolfeboro's public hearing on housing on October 17th. Provided information on cluster housing.
- **HSEM (Andover, Bridgewater, Gilmanton, Moultonborough, Tilton, Wolfeboro)**. Submitted quarterly reports to HSEM. Corresponded with Emergency Management Directors. Developed strategy for an efficient and effective plan update process.

Grant Administration

- Submitted quarterly and year-end financial documents for 4 active NBRC projects: Gale School, Town of Hebron, Town of Sandwich, and Laconia WOW Opechee Loop.
- Submitted 1st quarter technical assistance claims for all 5 subrecipients of Microenterprise Technical Assistance (BEDC, CEDC, GRDC, WEDCO, WREN) and LRPC's grant administration.
- Received 4 new Local Development District (LDD) contracts with NBRC awards.
- Presented at the October Commissioner's meeting on CDBG Microenterprise Technical Assistance program.
- Assisted the Town of Gilford in working towards a "notice to proceed" with their NBRC 2023 Catalyst Program grant award to begin the regional foam recycling program, including preparing and filing LDD grant agreement document.

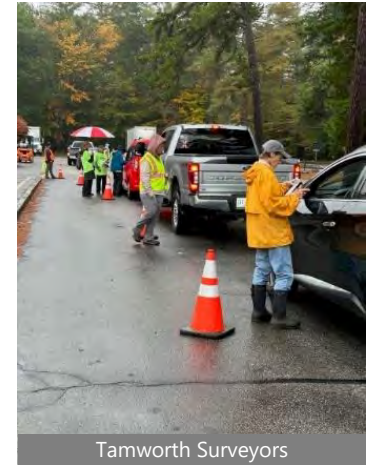
Household Hazardous Waste

- **2023 Collections.**

Conducted education and outreach in advance of the October 7th final collection event. Managed the successful HHW collection in Tamworth with 179 households participating. Distributed data and links regarding alternate HHW disposal options and National Prescription Drug Takeback Day to HHW coordinators, communities, and commissioners, as well as incorporating same into a press release and posting to our website.

- **2024 Collections.**

Signed a multi-year (2024 - 2027) fixed price contract with Tradebe, which included the possible rejoining of Northfield as the 25th HHW community. Appropriation and commitment letters to be sent out shortly. Arranged meetings with Tamworth and Tuftonboro regarding serving as a host site.



Regional

- **Pemi Corridor Plan.** Reviewed NHDES feedback and input from PRLAC members on local examples of meanders along with recommendations. Worked on incorporating these into final plan.
- **PRLAC.** Passed along correspondence received regarding a wetlands permit submitted for property located in Ashland. Participated in October PRLAC meeting. Administrative funding letters were prepared for distribution.
- **TBG/CEDS.** Regional Planner Jeffers attended September's Commissioners' meeting on housing and its impacts on the region, and participated in follow-up discussions.

Solid Waste

- **USDA.** Provided resources to Bristol, Northfield, and Tamworth regarding local, and possibly regional, options for disposal of universal waste products, including connections to three vendors, our website link to the Universal Waste Roundtable, a suggestion of neighboring communities to talk with about their experience, and contact for our Solid Waste Planner.
- **Solid Waste Management Grant.** Completed FY25 budget, scope of work, timeline, et cetera for new FY25 application.
- Complied all *in-kind* match hours for final report, totaling over \$15,000 worth of volunteer hours, for the FY22 USDA grant period.

Training

- Attended two Primex training sessions: 1) The Do's and Don'ts of Employee Handbooks and 2) HR for the Non-HR Professional.

Transportation

- Hosted Transportation Advisory Committee (TAC) meeting in Bristol which focused on updates for the ten year plan and GACIT hearings.
- Attended Moultonborough public meeting on NH DOT project for NH Route 25 between east and west Lake Shore Drive.
- Continued to track state's progress of electric vehicle infrastructure by attending webinars hosted by NHDOT and NHDES.

ACRONYMS

BEDC	Belknap Economic Development Council
CDBG	Community Development Block Grant
CEDC	Coos Economic Development Corporation
CEDS	Comprehensive Economic Development Strategy
DPW	Department of Public Works
FEMA	Federal Emergency Management Agency
GACIT	Governor's Advisory Commission on Intermodal Transportation
GRDC	Grafton Regional Development Corporation
HHW	Household Hazardous Waste
HR	Human Resources
HSEM	Homeland Security & Emergency Management
LDD	Local Development District
LRPC	Lakes Region Planning Commission
NBRC	Northern Border Regional Commission
NHDES	NH Department of Environmental Services
NHDOT	NH Department of Transportation
PRLAC	Pemigewasset River Local Advisory Committee
RSMS	Road Surface Management System
TBG	Targeted Block Grant
USDA	United States Department of Agriculture
WEDCO	Wentworth Economic Development Council
WREN	Women's Rural Enterprise Network



Monthly Executive Report

Local

- **Barnstead.** Forwarded information on off-site impact fees to LRPC Commissioner for Barnstead.
- **Belmont, Northfield, Sandwich** | NHDES Source Water Protection.
 - Communicated with Belmont concerning changes to town ordinance for adoption consideration in 2025.
 - Attended Northfield Planning Board meeting to review modifications to town ordinance based on model ordinance. Completed initial draft ordinance changes. Contacted NHDES regarding state's pre-emption of hazardous waste regulation and use of the term *impervious*. Reviewed town's groundwater protection district against NHDES's current mapping. Assistant Planner Ryan Paterson created a map showing the stratified drift aquifers and wellhead protection areas based on NHDES current data.
 - Spoke with Mark Longley (Sandwich) regarding biosolids land application ban. Attended meeting in Sandwich with Mark Longley, Tim Miner, Rick Van de Poll, and Susan McLeod to review proposed updates to Sandwich's groundwater protection ordinance. Drafted changes to the Sandwich groundwater protection ordinance and forwarded to working committee for review.
- **Effingham** | Development of Regional Impact (DRI). Responded to phone calls from two citizens concerning Effingham DRI (Meena gas station). Reviewed history of DRI determination by Effingham ZBA and Planning Board.
- **Freedom.** Provided training session for new Freedom planning board members. Supplied link to list of engineering firms for 3rd party review as requested by the Freedom Planning Board Chair. Fulfilled request for 5 years of HHW information.
- **New Hampton.** Met with two planning board members to discuss status of master plan and zoning ordinances, as well as possible request for proposal (RFP).
- **Sanbornton.** Provided professional advice to Sanbornton's Town and Land Use Administrators about zoning compliance permits and possible zoning ordinance amendments for conditional use permits (CUP). Commented on proposed Conditional Use Permit application form.
- **Tamworth.** Responded to inquiry concerning NBRC grant application and how to obtain regional cost savings data. Completed sources/uses budget for town for use in pursuing solid waste facility project.

Grant Administration

- Five direct grants for WREN processed.
- Four direct grant equipment grants for GRDC processed.

Household Hazardous Waste

- **2023 Collections.**
Followed up on expenses, manifests, and completion of final report to NHDES.
- **2024 Collections.**
Met with Tuftonboro HHW Coordinator and Board of Selectmen as well as the Tamworth Coordinators concerning serving as a host site. Host site commitments were received from six out of eight sites. Addressed questions regarding appropriations and commitment from Bridgewater & Tuftonboro.

Regional

- **PRLAC.** Participated in November PRLAC meeting. Administrative funding letters were distributed.
- **HMP.** Drafted a project planner for working with communities to meet FEMA requirements including timeline and materials.

Solid Waste

- **USDA/Solid Waste Management (SWM) Grant.**
 - FY22: Completed final report to close out the FY22 solid waste management grant and forwarded to USDA for final reimbursement. The reimbursement request was accepted by USDA.
 - FY23: Finished draft report of completed research and finalized project work for the FY23 solid waste management project.
 - FY24: Sent out requests for letters of support by agencies/municipalities for the USDA FY24 solid waste management application. Filed all required documentation, including budget sheet, scope of work, timeline for project, supporting documents, and letters of support.
- Edited solid waste story map to bring it up to date.
- Designed HHW banner for 2024 collection event and forwarded it to printing company.
- Reviewed CDFA energy fund program information (solar energy project for transfer stations/capped landfills).
- Evaluated all Lakes Region municipalities' median household income, population, and solar potential maps in order to locate the best potential solar sites (capped landfills) near 3-phase electricity.
- Prepared checklist of information being sought prior to reaching out to transfer station operators concerning roundtable schedule for 2024 and operator license expirations.

Transportation

- Created regional standard maps for our communities' use.
- Created individual community standard maps for aquifers.
- Assisted NHDOT in adding municipal traffic counts to MS2 so that information could be accessed by municipalities online.
- Created transportation newsletter for our municipalities.
- Hosted November TAC meeting with guest speakers on electric vehicle infrastructure and grant opportunities.
- Coordinated/developed Mid-State Regional Coordinating Council plan with CNHRPC. Release of public survey planned.
- Researched municipal transition to DPW. Communicated with President of NH Public Works Assoc.

ACRONYMS

CDFA	Community Development Finance Authority
CNHRPC	Central NH Regional Planning Commission
DPW	Department of Public Works
FEMA	Federal Emergency Management Agency
GRDC	Grafton Regional Development Corporation
HHW	Household Hazardous Waste
LRPC	Lakes Region Planning Commission
MS2	Traffic count database system. Cloud-based software that allows transportation planners and traffic engineers to map, manage, and analyze vehicle traffic count data.
NBRC	Northern Border Regional Commission
NHDES	NH Department of Environmental Services
NHDOT	NH Department of Transportation
PRLAC	Pemigewasset River Local Advisory Committee
TAC	Transportation Advisory Committee
USDA	United States Department of Agriculture
WREN	Women's Rural Enterprise Network
ZBA	Zoning Board of Adjustments

Attachment 4

Admin3

From: Jeff Hayes
Sent: Tuesday, October 24, 2023 8:34 AM
To: John Ayer (jayer@gilfordnh.org); Admin3
Subject: EB packet fair share disclaimer

One more addition to the EB packet on this, here is the disclaimer used by Rockingham Planning Commission who has put their RHNA in final draft, but there was no evidence that they ever adopted it. So that would mean five of the nine were in draft form as of last night.

The disclaimer supports some of what I was saying last night about how the numbers are disputed on all sides, including from New Hampshire housing finance authority, who requested this disclaimer. Jeff

Disclaimer

This Regional Housing Needs Assessment and the methodology by Root Policy Research that resulted in the fair share table in Appendix E does not break out the current municipal fair share of regional need for workforce housing and therefore shouldn't be relied on for current compliance with the state's Workforce Housing Law, RSA 674:58 – 61. For a municipality to demonstrate that its existing housing stock supplies its current fair share of regional need for workforce housing would require an analysis at the municipal level undertaken separately from this assessment. Specifically, RSA 674:59, III states, "A municipality's existing housing stock shall be taken into consideration in determining its compliance with this section. If a municipality's existing housing stock is sufficient to accommodate its fair share of the current and reasonably foreseeable regional need for such housing, the municipality shall be deemed to be in compliance with this subdivision and RSA 672:1, III-e".

Get [Outlook for iOS](#)



Regional Housing Needs Assessment



Housing is a hot issue. In NH and throughout the country, scarce available housing is putting a strain on working families and preventing businesses from recruiting and retaining workers. Impacts from the housing crisis are rippling through communities. Studying housing issues is a core-function of NH's Regional Planning Commissions (RPCs), and by March 2023, each RPC completed a Regional Housing Needs Assessment (RHNA) aimed at addressing this issue. These updates are a function of RPCs per RSA 36:47.

This project, which is funded by the American Rescue Plan State and Local Fiscal Recovery Fund Grant, and coordinated by NH Office of Planning and Development, will allow the RPCs to look in-depth at housing needs within each region and across income levels. The RHNA's will provide a foundation for change by including tools, recommendations, and strategies for local decision makers to address these issues in their communities

◆ Central NH Regional Planning Commission

[View the project page.](#)

[Access the 2023 RHNA \(draft\).](#)

[Contact us.](#)

◆ Lakes Region Planning Commission

[View the project page.](#)

[Access the 2023 RHNA \(draft\).](#)

[Contact us.](#)

◆ Nashua Regional Planning Commission

[View the project page.](#)

[Access the 2023 RHNA.](#)

[Contact us.](#)

◆ North Country Council

[View the project page.](#)

[Access the 2023 RHNA \(draft\).](#)

[Contact us.](#)



◆ Rockingham Planning Commission

[View the project page.](#)

[Access the 2023 RHNA.](#)

[Contact us.](#)

◆ Southern NH Planning Commission

[View the project page.](#)

[Access the 2023 RHNA.](#)

[Contact us.](#)

◆ Southwest Region Planning Commission

[View the project page.](#)

[Access the 2023 RHNA \(draft\).](#)

[Contact us.](#)

◆ Strafford Regional Planning Commission

[View the project page.](#)

[Access the 2023 RHNA.](#)

[Contact Us.](#)

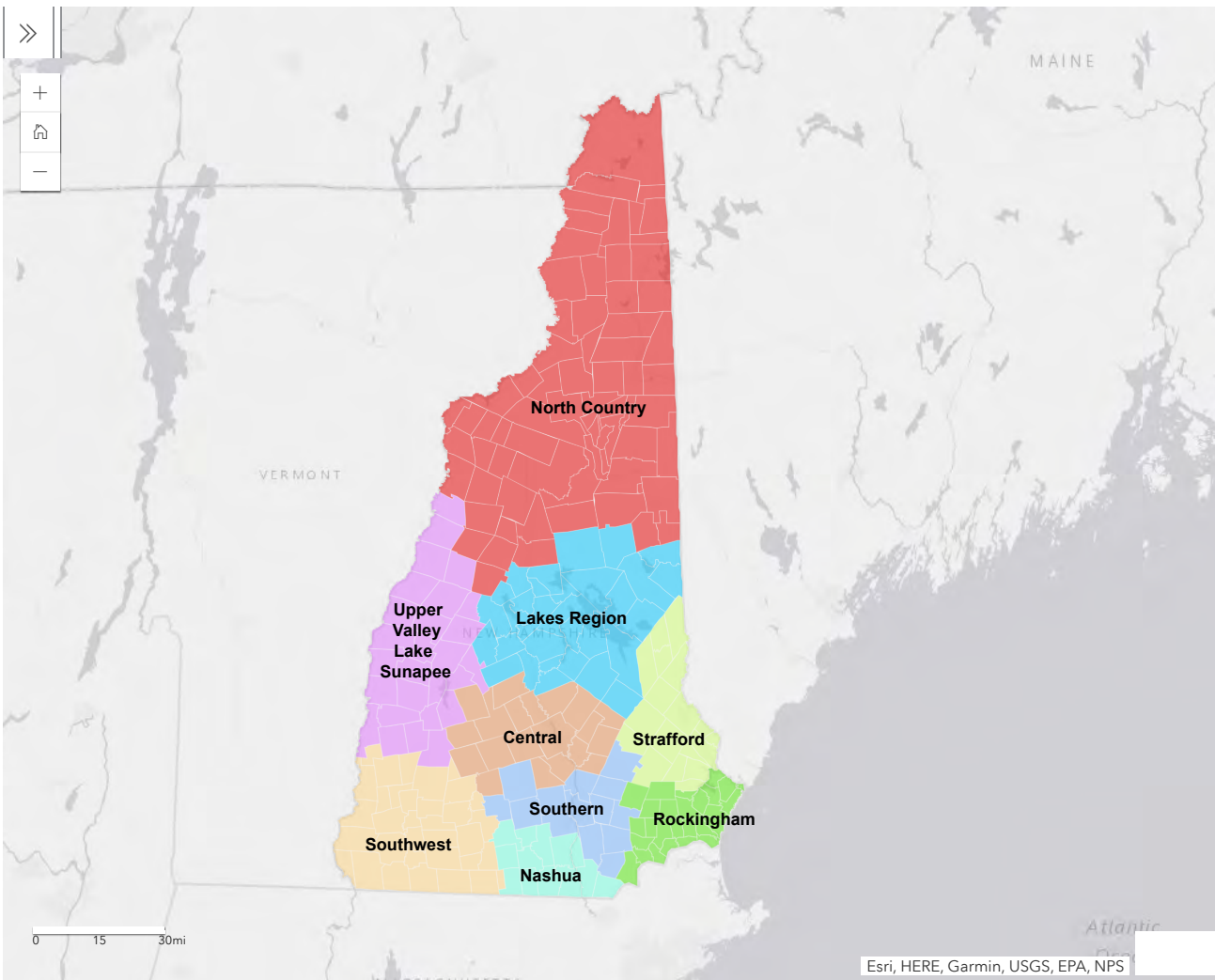
◆ Upper Valley Lake Sunapee Regional Planning Commission

[View the project page.](#)

[Access the 2023 RHNA.](#)

[Contact us.](#)

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GENERAL CONTACT

Megan Taylor-Fetter
 Office Coordinator, SRPC
 150 Wakefield St. Suite 12
 Rochester, NH 03857
 (603) 994-3500
 mtaylorfetter@strafford.org

WEBSITE CONTACT

Vincent Pagano
 Regional Planner, CNHRPC
 28 Commercial St.
 Concord, NH 03301
 (603) 226-6020
 vpagano@cnhrpc.org



Attachment 5

OUR MISSION



NHARPC's mission is to support and promote NH's Regional Planning Commissions.

This is done through maintaining strategic partnerships with state agencies, developing shared planning policies, promoting education on planning-related topics, and monitoring upcoming legislation related to the activities of the RPCs. NHARPC also provides a forum to coordinate regional planning initiatives on a statewide basis and to disseminate information about RPCs to other agencies and organizations

ACHIEVING THE MISSION

NHARPC is governed by a board of directors made up of two representatives and the executive directors of each RPC. The board, in addition to individual RPCs and their staff, work toward the mission by offering the following support:

Data Management and Development

- Geographic Information Systems.
- U.S. Census Data Center Affiliates.

Land Use, Environmental Planning, and Community Development

- Local master plans & zoning ordinances/regulations.
- Environmental, economic development & emergency management planning.

Transportation Planning and Technical Assistance

- Development and maintenance of regional transportation plans.
- Traffic analyses, transit planning, special studies, and other technical assistance.

OUR MEMBERS



**Southwest
Region
Planning
Commission**



CONTACT US

Central New Hampshire Regional Planning Commission
603-226-6020 | www.cnhrpc.org

Lakes Region Planning Commission
603-279-8171 | www.lakesrpc.org

Nashua Regional Planning Commission
603-424-2240 | www.nashuarpc.org

North Country Council
603-444-6303 | www.nccouncil.org

Rockingham Planning Commission
603-778-0885 | www.therpc.org

Southern New Hampshire Planning Commission
603-669-4664 | www.snhpc.org

Southwest Region Planning Commission
603-357-0557 | www.swrpc.org

Strafford Regional Planning Commission
603-994-3500 | www.strafford.org

Upper Valley Lake Sunapee Regional Planning Commission
603-448-1680 | www.uvlsrpc.org

NH ASSOCIATION OF REGIONAL PLANNING COMMISSIONS



PLANNING PRINCIPLES

LIVABILITY

- Support vibrant community centers that meet residents' needs.
- Use design principles to create neighborhoods with character.
- Provide a wide range of affordable housing.
- Promote social and cultural values, amenities, and activities.

MOBILITY

- Provide for the safe and efficient movement of people and goods.
- Promote a balanced transportation system that incorporates all viable modes of travel.
- Reduce dependence on single-occupant vehicles.

PROSPERITY

- Integrate economic development into the planning process.
- Incorporate costs and nonmonetary values into policies and decision-making.
- Balance employment opportunities and the cost of living.

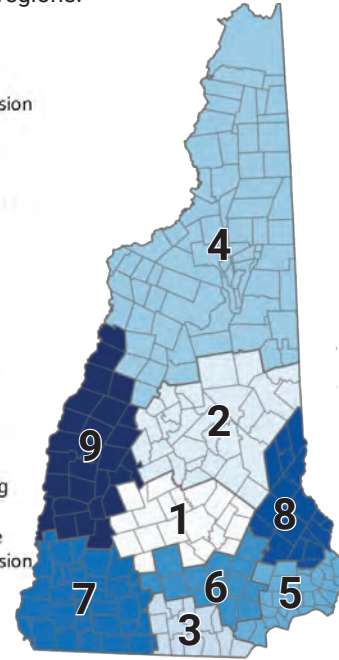
SUSTAINABILITY

- Retain viable options for future generations.
- Design for energy efficiency.
- Preserve the natural carrying capacity of land and water resources.
- Create choices in housing opportunities.

NH'S NINE REGIONAL PLANNING COMMISSIONS (RPCs)

The 234 municipalities in the state of New Hampshire are divided into nine planning regions.

- 1 Central New Hampshire Regional Planning Commission
- 2 Lakes Region Planning Commission
- 3 Nashua Regional Planning Commission
- 4 North Country Council
- 5 Rockingham Planning Commission
- 6 Southern New Hampshire Planning Commission
- 7 Southwest Region Planning Commission
- 8 Strafford Regional Planning Commission
- 9 Upper Valley Lake Sunapee Regional Planning Commission



FIVE THINGS TO KNOW ABOUT NH'S REGIONAL PLANNING COMMISSIONS

- 1 In 1968 the New Hampshire Legislature enabled the creation of regional planning commissions.
- 2 Each city and town that joins an RPC has between two and four representatives depending on its population, and each county that joins has two.
- 3 The representatives that govern each RPC are nominated by their local planning boards and appointed by their municipal governing bodies.
- 4 State statutes require each RPC to perform a variety of duties, including create a regional comprehensive plan, complete a housing needs assessment, and review developments of regional impact.
- 5 Each RPC supports the planning and community development activities of the member communities in its region.

WHAT WE DO

NH Association of Regional Planning Commissions (NHARPC) assists its RPC members in a variety of ways, including the following:



Meet quarterly, or as needed, to coordinate and exchange information.



Promote regional and statewide cooperation, collaboration, and coordination among the RPCs themselves and between the RPCs and other agencies.



Expand the RPCs' capabilities by sharing information, resources, and expertise.



Promote the RPCs' skills and services.



Help make the delivery of state and local services more efficient and effective.



Identify legislation that is important to planning and land-use decisions in New Hampshire, and legislation related to our planning principles.



Promote education on planning-related topics for the benefit of New Hampshire's communities and other stakeholders.

LEARN MORE

Please visit our website at www.nharpc.org

General Contact:

Megan Taylor-Fetter, NHARPC staff
150 Wakefield St, Suite 12
Rochester, NH 03867
(603) 994-3500 x115
mtaylorfetter@strafford.org

Attachment 6

From: LaBier, Jonathan <Jonathan.M.LaBier@des.nh.gov>

Sent: Friday, November 17, 2023 11:43 AM

Subject: +++URGENT+++ Please Respond.

Dear Granite State Clean Cities Coalition Stakeholder / Partner,

It is **vital** that we maintain accurate records of our active and current stakeholders & partners. We often provide news about funding, training, event, and partnership opportunities. If you would, please take a moment to confirm that you are still interested in being involved with, and supporting of, the GSCCC mission. In the coming weeks and months, I will be updating our new website with the information you provide. I will also be planning in-person stakeholder meetings in the coming year and would like to ensure participation at the highest levels.

Please respond to [Jon LaBier - GSCCC Director](#), answering the following questions:

- Is your organization interested in actively supporting the mission of GSCCC? (**Y or N**)
- Are you willing to attend in-person stakeholder meetings / networking events? (**Y or N**)

Also please check out our **brand-new** website [HERE](#). And please **find and review your company / contact info** [HERE](#).

Once you have checked your information on our web page, please provide me with updates below. **If blank, I will assume that all the information on our site is accurate.**

Company Name:

Contact Name:

Position / Title:

Website Address:

Phone:

Physical Address:

Please provide the same information for any alternate contacts within your organization.

Sincerely,

Jon

Jon LaBier | Director, Granite State Clean Cities Coalition ([GSCCC](#))

Transportation Program Specialist, NH Department of Environmental Services ([NHDES](#)) - Air Resources Division

29 Hazen Drive | P.O. Box 95 | Concord, NH 03302-0095 | Tel: (603) 271-6751

Email: Jonathan.M.LaBier@des.nh.gov | **Web:** <https://www.granitestatecleancities.nh.gov/>



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[Become a GSCCC Stakeholder / Partner!](#)