



## **NOTICE OF MEETING**

**WHO: NRPC Executive Committee**

**WHEN: Wednesday, December 15, 2021, at 6:00 pm**

**WHERE: NRPC Offices, 30 Temple Street, Suite 310, Nashua, NH. If you are unable to attend in-person, you may participate remotely, using the link below:**  
<https://us02web.zoom.us/j/88969845610?pwd=dVZMUkFaS1gzem02OWJSSStjemhrQT09>

## **AGENDA**

1. Call to Order
2. Business
  - a. Minutes: October 20, 2021 (**Action Required**)
  - b. Nov-Dec Dashboard (**Action Required**)
  - c. Nomination of Executive Committee member to replace vacant position
  - d. Nomination of Vice Chair
  - e. Nomination of NRPC Commissioner to the NRPC Foundation Board of Directors
3. Transportation Programs
  - a. UPWP Updates
4. Project Updates
5. Staff Updates
6. Other Business
  - a. New Website
  - b. Annual Forum
  - c. HB 1275 *relative to municipal representation on regional planning commissions*
7. Adjourn

*Next Meeting: January 19, 2021*

**NRPC FY 2022 DASHBOARD**

Nov-21		Key Statistics	
<b>TD Checking</b>		<b>Staff Activities Nov-Dec</b>	
Beginning Balance	\$250,831.98	Bi-weekly NHBEA Community and Econ Dev Call (2) - Jay	
Deposits & Credits		NTS General Staff Meetings - Ryan	
Payments		Nashua Area School Bus Electrification meet - Jay, Venu	
<b>Ending Balance</b>	<b>\$250,853.28</b>	NHLMV Stormwater Coalition- Emma	
<b>Bar Harbor Checking</b>		Complete Streets Advisory Committee - Matt, Emma	
Beginning Balance	\$149,133.48	Nashua Region Coordinating Council (RCC) - Matt, Mason	
Deposits & Credits		Central-Southern CEDR Meetings (2) - Jay	
Payments		Statewide Coordinating Council - Matt	
<b>Ending Balance</b>	<b>\$142,230.05</b>	Friends of Souhegan Valley Rail Trail Board - Matt	
<b>Tuesday, November 30, 2021</b>		Planning for Performance group - Gregg, Matt	
Accounts Payable	\$49,824.85	Statewide Coordinating council - Matt	
Accounts Receivable	\$301,527.88	Interagency Consultation - Gregg, Matt	
		Nashua Parking Steering Committee - Jay	
		TTAC Meeting - Jay, Gregg, Matt, Derek, Kristin	
		GACIT Meeting - Jay, Gregg, Matt	
		UWGN Community Advisory Committee - Jay	
		RPC Directors Meetings (2) - Jay, Emma	
		<b>Professional Development - Nov-Dec</b>	
		Workshop on Hot Spot Data and Report Templates for MS4 Compliance (11/19) Emma	
		Soak up the Rain Providence Stormwater Innovation webinar (11/23) Emma	
		FHWA Active transportation Finance toolkit Webinar (11/23) Matt	
		NHPA Annual Meeting (12/3) Jay, Matt	
<b>Oversight Activities</b>		<b>Pending Grant Applications</b>	
Line of credit (\$75,000) activated?	No	NH DOT Mobility Management Grant - \$240,000	
BHB CDs	\$274,920.97	EPA Brownfields Assesment Program Grant - \$500,000	
Audit Status	Underway		
<b>Budget Narrative</b>			
<b>BankBalances/Cash on hand:</b>	We continue to have a healthy balance.		
<b>Payables and Receivables:</b>			
<b>FY21 Working Budget</b>			
<b>Funding Sources</b>		<b>Expenses</b>	
Local Dues	\$163,000	Audit	\$16,250
Federal Contracts	\$116,218	Dues & Subscriptions	\$9,307
Grants	\$314,988	Employee Benefits	\$172,281
Local Planning Contracts	\$100,067	GIS	\$17,700
Other Income	\$4,000	Insurance	\$8,154
State Contracts	\$1,058,666	IT	\$5,921
		Legal	\$2,500
		Marketing, Outreach, Annual Forum	\$9,200
		Office Expenditures	\$13,522
		Other Expenditures	\$49,849
		Professional Services	\$471,059
		Rent & CAM	\$94,035
		Salaries	\$794,270
		Staff Development	\$8,500
		Travel & Meeting Exp	\$8,500
		Utilities	\$10,800
<b>Total revenues:</b>	<b>\$1,756,939</b>	<b>Total Expenses:</b>	<b>\$1,691,848</b>
<b>Pending Grant Application Totals</b>	<b>\$740,000</b>	<b>Delta</b>	<b>\$65,091</b>