



**APPROVED MEETING MINUTES
 NASHUA REGIONAL PLANNING COMMISSION
 Executive Committee
 December 15, 2021**

In-Person Public Meeting with Zoom Attendance Option

Members Attending In-Person	Members Attending on Zoom	Members Absent	Staff Attending	Others Present
Susan Ruch, Chair Jim Battis, Treasurer Karin Elmer Kim Queenan Tamara Sorell	Janet Langdell Tim Tenhave	Venu Rao	Jay Minkarah, Executive Director Sara Siskavich, Assistant Director	

While the Executive Committee waited for an in-person quorum to assemble, there was discussion about the potential impacts of HB 1275 relative to municipal representation on regional planning commissions, the plan for an in-person, “indoor with outdoor terrace option” Annual Forum at Labelle in the spring, new staff hires at NRPC, progress on the new NRPC website, and the need for nominations to fill vacancies on the Executive Committee, the NRPC offices of Chair and Vice-Chair, and the NRPC Foundation.

1. Call to Order

Ruch called the meeting to order at 6:53 pm once an in-person quorum was present. Langdell and Tenhave participated remotely due to individual health concerns.

2. Business

a. Minutes: October 20, 2021

The October 20, 2021 minutes were mistakenly omitted from the agenda packet. Accordingly, action on the October minutes was deferred until the January 2022 meeting.

b. November – December Dashboard and Financials

Due to the departure of NRPC staff member Kate Lafond, monthly financial reports were unavailable. No action was taken on the Dashboard.

c. Nomination to NRPC Executive Committee

Elmer nominated Camille Correa of Nashua Transit System to fill the vacancy in the Executive Committee due to the departure of Sarah Marchant. Battis seconded the motion which passed unanimously by roll call vote:

Ruch - yes Elmer - yes Sorell - yes Tenhave – yes
 Battis - yes Queenan – yes Langdell - yes

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d. Nomination of NRPC Officers to Fill Vacancies

Elmer moved to nominate Queenan to the office of Vice-chair for the remainder of the unexpired term of the office and Tenhave to the office of Chair for the remainder of the unexpired term of the office. Langdell seconded. The motion passed unanimously by roll-call vote:

Ruch - yes	Elmer - yes	Sorell - yes	Tenhave – yes
Battis - yes	Queenan – yes	Langdell - yes	

e. Nomination of NRPC Commissioner to the NRPC Foundation Board of Directors

Elmer moved to nominate Peter Howd of Wilton to the NRPC Foundation Board of Directors. Ruch seconded. The motion passed unanimously by roll-call vote:

Ruch - yes	Elmer - yes	Sorell - yes	Tenhave – yes
Battis - yes	Queenan – yes	Langdell - yes	

3. Adjourn

At 6:56, Elmer moved, with a second by Sorell, to adjourn. The motion passed unanimously.

The next Executive Committee meeting will be January 19, 2022