



**MINUTES**  
**NASHUA REGIONA PLANNING COMMISSION**  
**Executive Committee**  
**November 17, 2004**

**Present:** John Eresian, Chair  
Howard Dilworth, Jr., Treasurer  
Nelson Disco  
Mike Fimbel  
Kathy Hersh, Vice Chair  
Bill Parker  
Marilyn Peterman

**Absent:** Frank Bolmarcich  
Andy Prolman

**Staff:** Stephen Williams, Executive Director  
Roger Hunt, Assistant Director

The Chair called the meeting to order at 6:00 pm.

**Minutes of the October 20, 2004 Meeting**

The minutes were reviewed by the members of the Executive Committee. Group consensus was that the minutes were appropriate and acceptable. Motion by Parker, second by Dilworth to approve the minutes; passed unanimously.

**FY05 Midyear Budget Revision**

Williams explained the purpose of the midyear budget revision. Our first six months have been very good financially; as a result, NRPC should be able to carry approximately \$358,000 in grant funds to the next fiscal year. Health insurance costs are up, but not dramatically. A potential new revenue source is EPA's Brownfields Grant program, for which NRPC has been encouraged to apply. Eresian noted that staff vacancies for 2004 meant that NRPC spent less on personnel costs, and that some projects have been moved into 2005 as a result. Eresian asked about the reserve fund's status; Williams said that it has been increased from \$11,700 to \$20,000, and that a further increase might be appropriate. Dilworth pointed out that we should be prepared to explain the Brownfields funds carryover, since that is a special circumstance this year. Hersh noted that the staff vacancies caused this year's financial aberration. Dilworth commented that a major factor in the positive balance is carryover of EPA funds. Williams said that another piece of good news is the renewal of our REPP contract for another year.

A brief discussion was held regarding the Household Hazardous Waste program. Williams told the Committee that 2004 was a record high year for collections, and that grant funds had been requested to add an additional collection at a in Milford in spring 2005. Peterman pointed out the need to be mindful that a Milford site does not pull collections totals down in Nashua. Williams indicated that we have seen big increases in Milford and in Merrimack as well. New sites in 2006 may include Hudson and Pelham, if collections continue to increase.

Following discussion, it was moved by Peterman, seconded by Dilworth, and passed unanimously to recommend the midyear revision to the full Commission.

**Finance Report for October 2004**

Williams briefly described the October report's contents. NRPC currently has a positive balance for FY05 of about \$70K. He is happy with our current status. Dilworth asked that anyone with concerns about NRPC finances be put at the "head of the line" in the upcoming stakeholders' survey. Following discussion, the October report was accepted by consensus.



### **Communication from the Milford Board of Selectmen regarding PUC Hearings of City of Nashua and Pennichuck**

Williams distributed a draft response from NRPC to the Milford Board's previously received letter. Committee consensus was that the draft is a good response. Peterman suggested that the letter be cc'ed to the Executive Committee as well as the NRPC members that Milford cc'ed on their letter.

### **Other Business**

*Social Capital Workshop:* In response to a question from Dilworth, Williams outlined the funding process for this event, to be held November 22 in Concord with several NRPC staff in attendance.

*Legislative Meeting:* The annual February legislative meeting has traditionally been held at the Budweiser plant; however, the plant is not available on our normal third Wednesday meeting date. Group consensus was to shift it to February 24. Eresian suggested that incoming Governor Lynch be invited as well.

### **Adjournment**

There being no further business, Peterman moved and several members seconded adjournment; motion carried unanimously. Meeting was adjourned at 7:02 p.m.