



MINUTES
NASHUA REGIONAL PLANNING COMMISSION
Executive Committee
June 21, 2006

Present: John Eresian, Chair
Kathy Hersh, Vice Chair
Nelson Disco, Treasurer
Tom Collins
Howard Dilworth, Jr.
Mike Fimbel
Ray Peeples
Marilyn Peterman

Staff: Stephen Williams, Executive Director
Kerrie Diers, Assistant Director

I. Call to Order

The meeting was called to order by Chair Eresian at 6:00 pm.

II. Approval of Minutes of May 17, 2006

Motion to approve the minutes of May 17, 2006 was made by Hersh and seconded by Peterman. The motion passed with two abstentions.

III. Approval of Minutes of May 17, 2006 Closed Session

Motion to approve the minutes of the May 17, 2006 closed session meeting was made by _____ and seconded by _____. The motion passed.

IV. Finance Report and Balance Sheet for May 2006

Williams provided an overview of the Finance Report and Balance Sheet for May, 2006. NRPC is currently at 70% of budget. Two projects have not moved forward as quickly as hoped: Commuter Rail and Mutual Aid Study. These projects are on going and will continue into the next fiscal year.

We are closing the books for FY 06 and anticipate that we will show a deficit for the year. This is due to the OEM contracts for hazard mitigation plans. NRPC received the funding 2 years ago, but did not have the staff to complete the plans. Now that staff levels have returned to normal, we anticipate that this work will be done by December.

Discussion ensued regarding the Reserve Fund and project tracking.

V. FY 07 Budget

Williams reviewed the proposed FY 07 Budget. A suggestion was made that the columns from past years be changed to show the actual amounts for resources and expenditures instead of the budgeted amounts.

Disco made a motion to recommend the proposed FY 07 Budget to the Full Commission, and Fimbel seconded the motion. Motion was approved with one vote in opposition.



VI. Recommendation to Commission for FY 08 Dues

Williams reviewed the proposed FY 08 Dues Assessment, which represents a 3.5% increase in current dues. NRPC Dues are among the lowest in the state. The total to be raised is \$150,000. Discussion ensued regarding the formula and cost allocation. Fimbel moved to recommend the proposed FY 08 Commission dues to the Full Commission, and Peterman seconded the motion. Motion was approved with one vote in opposition.

VII. Recommendation for implementation of Flexible Spending Accounts

Williams reviewed a memo dated June 21, 2006 which outlined the staff recommendation for implementing Flexible Spending Accounts. Discussion ensued regarding the various benefits and options. Peterman moved to approve the FSA plan as proposed by staff, except with an increase to \$1,500.00 maximum for the Health FSA instead of \$1,000 as proposed by staff. Hersh seconded the motion. The motion was approved unanimously.

VIII. Report on Strategic Planning by Management Team

Williams reviewed a report on Strategic Planning dated June 21, 2006 that summarized the survey that the Executive Committee and Management Team responded to in May. In response to the results, NRPC will be hiring a Principal Transportation Planner and an Environmental Planner to be added to the Management Team, and a Public Outreach Coordinator to be added to the staff.

IX. Other Business

Williams reported that he has been invited to attend a FHWA Tour in Iowa in August, and reviewed the expected vacation schedule for management.

Peterman reported that there was a fatal accident on 101 in Amherst, and asked if there was any way to have DOT put in turn lanes in Amherst?

X. Next Meeting

XI. Adjourn

Disco moved and Collins seconded to adjourn the meeting at 6:55 pm. Motion passed unanimously.