



MINUTES
NASHUA REGIONAL PLANNING COMMISSION
Executive Committee
December 20, 2006

Present: Kathy Hersh, Chair
Nelson Disco, Treasurer
Tom Collins
Howard Dilworth
Mike Fimbel
Noreen O'Connell
Marilyn Peterman

Staff: Stephen Williams, Executive Director
Kerrie Diers, Assistant Director
Paul Mercier, Auditor

I. Call to Order:

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

II. Approval of the Minutes of November 15, 2006:

Motion to approve the minutes was made by O'Connell and seconded by Fimbel. Motion passed with 1 abstention.

III. Finance Report and Balance Sheet for November 2006:

Williams presented the November financial reports. NRPC was (\$20,875) for the month, but is \$34,504 in the positive for the year to date. This is due to our work on grants that pay after the work is completed, such as the NH HFA Age Restricted Housing Study, Hazard mitigation planning and Pennichuck Brook grants. New contracts that have not been accounted for yet include I-93 CTAP (Community Technical Assistance Program) that will cover Hudson, Litchfield and Pelham, a grant to do trail mapping with the Lower Merrimack River Local Advisory Committee, and a study for the Broad Street Parkway. This will be addressed in the mid-year budget revision. Overall, the agency is in good financial shape.

IV. Nominating Committee:

Fimbel reported that the Nominating Committee considered the make up of the Executive Committee and felt that there should be a broad representation from different areas from across the region. The Committee has asked Joe Torre from Wilton to accept the nomination for Executive Committee, and he will accept his nomination at the full Commission meeting this evening.

The Nominating Committee recommended that Selectman Jean Guy Bergeron be nominated to represent NRPC at the NH Association of Regional Planning Commissions. Executive Committee agreed and voted unanimously to appoint Jean Guy Bergeron as NRPC's 3rd representative to the NHARPC. Executive Director Williams and Selectman Mike Fimbel of Mont Vernon are the other NRPC reps for NHARPC.

V. FY 2006 Audit:

As the Audit Subcommittee was not able to meet prior to the Executive Committee meeting, Mr. Paul Mercier from The Mercier Group was present to speak directly with the Executive Committee. Williams and Diers were excused so that Mr. Mercier could meet with the Executive Committee to discuss the FY 2006 audit.



Upon the return of Williams and Diers, the Executive Committee voted to recommend that the full Commission accept the FY 2006 audit report.

VI. Mid Year Budget Revision:

Williams reviewed the mid-year budget with the Executive Committee. Disco moved, and Fimbel seconded the motion to recommend that the full Commission adopt the proposed mid-year budget revision.

VII. Other Business:

Williams discussed that NH DOT Commissioner Carol Murray would be attending the full Commission meeting immediately following the Executive Committee meeting. Williams noted that the Commissioner might wish to discuss the programming process for the Ten Year Plan. Hersh stated that she expected to facilitate the conversation between the Commissioner and the Commission Representatives.

IX. Next Meeting:

January 17, 2007.

X. Adjourn:

Disco made a motion to adjourn the meeting, seconded by Peterman. The meeting was adjourned at 7:00 pm.