



**MINUTES**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**Executive Committee**  
**August 15, 2007**

**Present:** Kathy Hersh, Chair  
Tom Collins  
Howard Dilworth  
Karen Elmer  
Ray Peeples

**Staff:** Stephen Williams, Executive Director  
Kerrie Diers, Assistant Director  
Tim Roache, Principal Transportation Planner

**I. Call to Order:**

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

**II. Approval of the Minutes of June, 2007:**

A copy of the minutes of May 2007 was requested. Assistant Director Diers agreed to provide the revised May minutes at the September meeting. Motion to approve the minutes of June 20, 2007 as presented was made by Peeples and seconded by Dilworth. Motion passed unanimously.

**III. Finance Report and Balance Sheet for FY 2007:**

Williams presented the draft Year End Finance Report. It may change slightly as it has not yet been audited. The audit is scheduled at the beginning of September. NRPC ended FY 07 with over \$26,000 revenue in excess of expenditures. We are now making monthly payments into our PDIP Account that will offset our large indirect payments over the course of FY 08. NRPC ended slightly lower in the NOW Account due to large payouts.

**IV. Finance Report and Balance Sheet for July 2007:**

Williams presented the July Finance Report. As of July, the NOW Account is back up to \$127,000 due to the receipt of resources and dues, and lower than expected expenditures.

**V. North Merrimack River Bridge Project:**

Williams and Roache presented a summary of the work that has been done regarding a potential project in north Merrimack. After the February meeting with the NHDOT in which the Circumferential Highway was effectively put to rest, staff has been reviewing the sections of the proposal that have independent utility. There were 4 sections that have been identified as having independent utility:

1. Bridge of the Merrimack River connecting Rt. 102, 3A and US 3
2. Connection between Sagamore Bridge and Rt. 111 in Hudson
3. Improvements around Taylors Falls and Veteran's Memorial Bridges in Hudson and Nashua
4. Widening the FE Everett Turnpike between Exits 8 - 10 to six lanes

The north bridge project is one in particular that staff has been investigating along with the NHDOT and others. There are some innovative ideas that have come forward. Roache presented a map showing a potential alignment based on the old circumferential highway layout. The map showed build and no build traffic volumes. There were decreases in the build scenario for downtown Hudson and Nashua, but increases outside of the downtown areas. Staff will continue to investigate options for funding and alignment, and will be conducting background feasibility studies.



Dilworth raised concerns with the Greely Street and Wason Street areas. The Town is investigating how it might get to Rt. 111. Williams explained that if the Town or developer developed that segment of the former circumferential highway, it would not be an issue. However, if using federal funding, it would fall under the "segmentation" rule which requires environmental assessments as it is tantamount to constructing the original project.

Peeples asked if Albuquerque Ave would be directly connected. This option has a lot of potential. Williams responded that through the process, there will be opportunities for the communities to provide input.

**VI. Appointment to the NH Rail Transit Authority Board of Directors:**

The Executive Committee reviewed a letter from the Clerk of the NH Senate requesting the appointment of a member to serve on the transit authority. Hersh moved to appoint Williams to represent NRPC, seconded by Elmer. The motion passed unanimously.

**VII. Report on facility location process:**

Williams and Diers met with Brad Vear to discuss potential site locations. Vear produced a list of the properties currently listed on the market. Williams asked Vear to expand the list to include Merrimack. There are basically three funding options at the moment:

1. Historic tax credits through CDFR which help fund the restoration and reuse of historic structures
2. New Market tax credits through CDFR which encourages investment in underserved areas
3. Economic Development Agencies (through Rural Development Councils) have the ability to apply for CDBG funds to use for property acquisition for office space and incubator space.
4. Partner with another agency looking for space.

Vear is going to expand the search to look for historic properties and will also assist in developing potential partners.

**VIII. Sick Leave and Short Term Disability:**

NRPC currently does not have a short term disability policy. This is becoming an issue because most employees do not have sufficient sick time to cover an extended illness or recovery from surgery. In the past 5 ½ years, there have been 4 cases where a short term disability policy would have helped both the employee and agency deal with extended illness. Options that the management team has discussed include sick leave pool or short term disability policy. Williams asked the Executive Committee if they had any other suggestions to investigate. Suggestions included: NRPC having a base level of short term disability insurance and allowing employees to supplement as an option.

**IX. Other Business:**

Personnel Policy review: Diers will be thoroughly reviewing the existing personnel policies to update them to reflect current practices and policies.

**X. Next Meeting:** - Wednesday, September 19, 2007 at 6:00 pm.

**XI. Adjourn:**

Motion to adjourn was made by Peeples and seconded by Elmer. Meeting was adjourned at 8:30 pm.