



**MINUTES**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**Executive Committee**  
**January 16, 2008**

**Present:** Kathy Hersh, Chair  
Tom Collins  
Howard Dilworth  
Karin Elmer  
Mike Fimbel  
Noreen O'Connell  
Ray Peeples  
Joe Torre

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

**I. Call to Order:**

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

**II. Comments from members of the public:**

Chair Hersh noted that no members of the public were present.

**III. Non –public session per RSA 91-A:3 II(e) to discuss pending litigation:**

O'Connell made a motion to enter into non-public session per RSA 91-A:3 II(e) to discuss pending litigation. The motion was seconded by Elmer. Roll call vote in favor of the motion:

Hersh – Yes  
Collins – Yes  
Dilworth – Yes  
Elmer – Yes  
Fimbel – Yes  
O'Connell – Yes  
Peeples – Yes  
Torre – Yes

Peeples made a motion to come out of non-public session, seconded by Elmer. Roll call vote in favor of the motion:

Hersh – Yes  
Collins – Yes  
Dilworth – Yes  
Elmer – Yes  
Fimbel – Yes  
O'Connell – Yes  
Peeples – Yes  
Torre – Yes

Peeples made a motion to seal the minutes of the non-public session, seconded by Dilworth. Motion passed unanimously.

Dilworth made a motion, seconded by Fimbel, to recommend that the following vote be taken by the Full Commission at its next quarterly meeting March, and that Article V and VI of the NRPC Bylaws be amended accordingly:



The Commission, its committees and subcommittees shall abide by the notice provisions of RSA 91-A:2 (II) stating that "notice of the time and place of each such meeting, including a non-public session, shall be posted in 2 appropriate places or shall be printed in a newspaper of general circulation in the city or town at least 24 hours prior to such meetings."

The Commission authorizes the Executive Director to post notice of all Executive Committee Meetings, TTAC meetings, and Commission meetings, including but not limited to quarterly meetings, the annual meeting, emergency meetings and special meetings in a manner determined by the Executive Committee.

The motion passed unanimously.

Williams stated that staff would develop a written policy related to meeting notices that is consistent with RSA 91-A and submit that to the Executive Committee at the next meeting.

**IV. Approval of the Minutes of October 17, 2007:**

A motion to approve the minutes of October 17, 2007 as presented was made by O'Connell and seconded by Collins. Motion passed unanimously.

**V. Finance Report and Balance Sheet for November and December 2007:**

Williams presented the November and December Finance Reports. The December report represents activity for the first 6 months of this fiscal year. December is one of the agencies usual cash positive months, and we finished positive \$18,926, which brings us to a positive \$66,340 for the year.

Much of the work completed recently has been on transportation projects. Commuter rail has been making rapid progress with the Rail Transit Authority coming on line. The RTA has completed several tours, they will be meeting with Congressional delegates in the coming weeks. There are more options for rail stations since the project extends to Manchester.

The agency received word from CDFA that it was awarded \$85,0000 in tax credits to fund the economic development website that will support the economic development efforts of all the communities in the region.

**VI. Accounting/Bookkeeping Software:**

Diers reported that she has been working with Shirley to identify the software needs for the accounting and necessary reporting. The first task is to determine whether we are using the current software program to its fullest extent. To that end, we are interviewing several QuickBooks consultants to find one who will assist us in using the full capabilities of the system. If we determine that Quick Books will not provide us what we need, we will begin looking into other accounting software packages. We will also be looking for accounting support to assist Shirley on a monthly basis to close out the books and for assistance with accounting and bookkeeping questions.

**VII. POW/MIA Bridge Project:**

Williams reviewed the proposed project from Nashua through NH 102 in Litchfield. The plans are engineering concept plans, which show a configuration that will work with the grades and right of way limits. We have had discussions with VHB to complete preliminary engineering, HDR for transportation studies and Merrill Lynch for organizing the private investment pool. Specific legislation for the project has been introduced sponsored by many NRPC region



representatives. The Legislators recommended that we conduct a neighborhood meeting with direct abutters as well as meetings with the Hudson, Litchfield, Nashua governing bodies as well as the NHDOT, State Treasurer, and Governor.

Representative Campbell is proposing an amendment to make the legislation generic and to specifically exclude the proposed alignment. Peeples stated that the legislative delegation needs to be kept informed about what we are doing, and requested that Williams contact Representative Laskey to follow up. Williams requested direction from the Executive Committee with respect to pursuing the project. There was general consensus that a bridge project is needed, and that we need to determine how best to move forward. Peeples pointed out that Litchfield's zoning is based on having a bridge connection to the west side of the river.

Dilworth made a motion, seconded by Peeples, that the Executive Director should inform Representative Campbell in writing that the Executive Committee does not support specifically excluding the project location in the legislation. The motion passed with one vote in opposition.

Dilworth made a motion, seconded by Fimbel, that NRPC issue a press release to state that the Executive Committee voted to support the bridge project as proposed. The motion passed unanimously.

#### **VIII. Legislation for Consideration:**

Williams reviewed the agenda for the upcoming Legislative Forum. Williams reviewed the 2008 NH Association of Regional Planning Commissions Legislative priorities with the Committee. Williams will forward the updated spreadsheets as they become available from Denis Parker.

Williams then identified three particular pieces of legislation of concern to municipalities in the region. Williams reviewed HB 1223. The Wilton Selectmen have written a letter of opposition to the bill as circumventing zoning and allowing an "end run" around agreements and approvals already in place. Elmer made a motion, seconded by Torre, to direct Williams to send a letter of opposition for HB 1223. The motion passed unanimously

Williams reviewed HB 1353, local water resources which would require an affirmative vote of municipal legislative bodies prior to any large groundwater withdrawal. Elmer made a motion, seconded by O'Connell, to support the principle of allowing municipal interests to be considered, however the bill as written presents concerns. The motion passed unanimously.

Williams reviewed HB 1263, an act relative to the protection of existing property uses. This is another attempt to circumvent zoning ordinances. Peeples made a motion to oppose this bill, seconded by Torre. The motion passed unanimously.

#### **IX. Other Business:**

Williams reported that we continue to work with Brad Vear to look at properties in Nashua, Merrimack and other places in the region. We anticipate that we will have discussion at the February meeting, and will send out an RFP to property owners in March that the Executive Committee can review responses in April and May. The process would then go to the full commission in June for approval.

**VIII. Next Meeting:** The next meeting will be February 20, 2008.

#### **IX. Adjourn:**

Motion to adjourn was made by Elmer and seconded by Peeples. Meeting adjourned at 8:40 pm.