



**MINUTES**  
**NASHUA REGIONAL PLANNING COMMISSION**  
**Executive Committee Meeting**  
**October 8, 2008**

**Present:** Noreen O'Connell, Chair  
Mike Fimbel, Vice-Chair  
Karin Elmer, Treasurer  
Tom Collins  
Howard Dilworth  
Nelson Disco  
Kathy Hersh  
Suellen Seabury  
Joe Torre

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

**I. Call to Order:**

The meeting was called to order by O'Connell at 6:06 pm. O'Connell stated that since some members of the committee needed to leave early, she was going to take agenda items out of order.

**II. SB342 Discussion**

Williams provided a brief recap of SB 342, which amends RSA 674 to add a new section governing workforce housing. Communities are required to allow reasonable opportunity for the development of workforce housing in over 50% of the area zoned residential, and must allow multi-family (5 units or more) rental housing somewhere in the community. Dilworth suggested that we should work through the NHARPC to introduce legislation to repeal the new law. Hersh suggested that the numbers should be looked at on a region-wide basis rather than by individual community. Williams indicated he would carry their concerns to NHARPC as they considered legislative initiatives for the coming session.

Williams proposed NRPC's response to the new legislation be to convene a meeting of all of the professional planners in the region, seek their input on their needs and prepare an update the Regional Housing Needs Assessment for review by the Executive Committee at the November meeting, and approval by the full commission at the December Commission meeting. The Executive Committee supported Williams' proposal.

**III. Minutes**

Approval of Minutes of August 20, 2008 meeting: Hersh moved to approve the minutes as presented, seconded by Torre. The motion was approved with two abstentions.

**IV. Finance Report:**

Williams distributed the balance sheet for the month of September and the year to date Profit & Loss report. Shirley is using the updated QuickBooks system to produce the reports. They are still a work in progress, but we are much better able to track finances using this method. There are a lot more details and ways of reporting than with the previous system. Williams also distributed a revised budget status report based on grants that have come in since the last update.



**V. Audit Proposal**

Williams explained that the Audit Committee reviewed the proposal from Melanson & Heath and recommend that Executive Committee accept the proposal. After discussion, Torre moved to accept the proposal, which was seconded by Disco. The motion carried unanimously.

**VI. Updated Logo**

Williams distributed the proposed updated logo which he described as an updated version of NRPC's traditional logo. The Executive Committee provided comments about the business card and letterhead. Williams will work with the designer to develop a sign, report format, website and newsletter format.

**VII. Updated Personnel Policy**

Diers reviewed the changes that she made to the personnel policy since the Committee last reviewed them in May. There were no substantive changes, just minor clarifications and legal clauses that needed to be inserted. Disco made a motion to approve the personnel policy changes with the minor edits as discussed by the Executive Committee. Hersh seconded the motion. The motion carried unanimously.

**VIII. Executive Committee Information**

Williams reviewed the PowerPoint handout materials provided to the Executive Committee that were prepared by NADO. Williams pointed out the section beginning on page 12 that deals with regional councils changing roles and the need to focus on new areas. He recommended the Committee review this in preparation of the goal setting session with him in November.

**IX. Other Business**

Williams discussed the NRPC open house scheduled for October 15 and the public hearing on the long range transportation plan.

**X. Next Meeting - The Next meeting will be on November 19, 2008 at 6:00 pm**

**XI. Adjourn**

Hersh moved to adjourn the meeting at 8:00 pm, seconded by Disco. The motion was approved unanimously.