



**APPROVED MINUTES  
NASHUA REGIONAL PLANNING COMMISSION  
Executive Committee  
March 17, 2010**

**Present:** Janet Langdell  
Mike Fimbel, Chairman  
Howard Dilworth  
Karin Elmer  
Peter Baker  
Sue Ellen Seabury

**Absent:** Joe Torre  
Kathy Hersh  
Tom Collins

**Staff:** Kerrie Diers, Executive Director  
Tim Roache, Assistant Director

**I. Call to Order:**

The meeting was called to order by Fimbel at 6:05 pm.

**II. Minutes:**

Approval of February 17, 2010 meeting minutes: Dilworth made a motion to accept the minutes as written. Second by Baker. In discussion Langdell questioned the wording in item V related to the \$0.28 return on the dollar. Fimbel suggested the wording be corrected as discussed. Dilworth motioned to approve the minutes as amended. Second by Baker. The motion which passed unanimously. Dilworth added that he appreciates the level of detail in the minutes related to the meeting with Commissioner Campbell.

**III. Finance Reports:**

**NRPC:**

Diers reviewed the NRPC Balance Sheet and Profit and Loss Statement. She explained that a transaction in the accounts payable was not logged last month. The corrected ledger shows a loss on the books. Cash flow remains in good shape and that expenses continue to lag revenue this month. The Executive committee discussed billing procedures related to NH Department of Environmental Services contracts. Dilworth questioned the Broadband expenditure not being shown in the budget. Diers explained that it was not anticipated at the time of the budget.

**Capitol Corridor:**

Diers stated that there are no changes to report.

**SVTC:**

Diers reviewed status of funds in the account

Elmer made a motion to accept all reports and place on file for audit. Langdell seconded the motion which passed unanimously.



#### **IV. Reports:**

##### **TTAC Report:**

Roache reviewed the TTAC activities outlined in the March 10, 2010 meeting report. Topics included STIP Amendment 4, Transportation Enhancements and CMAQ programs. Langdell commented that the Town of Milford did not vote in favor of providing matching funds for the TE projects.

##### **NH Rail Transit Authority Report:**

Diers brief the committee on the activities of the NHRTA at the recent Executive Committee meeting.

##### **Statewide and Regional Coordinating Council Reports:**

Groups did not meet. No new activity to report.

#### **V. Subcommittee Reports:**

##### **Regional Policy Committee:**

Baker handed out a draft Policies and Practices memo and discussed the possible products to be produced such as web based policy documents. He is working with NRPC staff to further develop information. Baker is seeking commissioners to help develop NRPC policy positions. Diers suggested that the Regional Plan Information is a good place to start.

##### **Historic Documentation:**

No new information to report.

#### **VI. Old Business:**

Diers updated the Executive Committee on the line of credit and described the approval procedures. Dilworth questioned who would approve if the treasurer were not available. Elmer suggested the Chairman act as a back up. Baker asked how the loan is paid back. Diers explained the agency would pay back the loan through receivables.

#### **VII. Other Business**

Fimbel announced that Joe Torre (Wilton) resigned from the Commission and Executive Committee due to other time commitments. A replacement has been found for the full commission but the nominating committee would need to find an Executive Committee member.

#### **VIII. Adjourn**

Baker made a motion to adjourn that was seconded by Langdell. Meeting was adjourned at 6:55 PM.