



**APPROVED MINUTES  
NASHUA REGIONAL PLANNING COMMISSION  
Executive Committee  
August 18, 2010**

**Present:** Mike Fimbel, Chairman  
Howard Dilworth  
Karin Elmer  
Kathy Hersh  
Tom Collins

**Absent:** Peter Baker  
Janet Langdell  
Sue Ellen Seabury

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

**I. Call to Order:**

The meeting was called to order by Fimbel at 6:02 pm.

**II. Minutes:**

Approval of June 16, 2010 meeting minutes: Hersh made a motion to approve the minutes as written with a second by Collins. Dilworth asked about the status of the nominating committee search for a replacement of Joe Torre from Wilton. Diers explained that a replacement for Torre has not been found. The Executive Committee discussed the idea of selecting an alternate as an Executive Committee member. No decision was made. Diers will follow up with potential candidates. No changes were made to the minutes. Minutes were approved unanimously.

**III. Finance Reports:**

**NRPC:**

Diers began by letting the Executive Committee know that the agency finished 2010 in the black and put money into the vacation reserve fund. She went on to review the NRPC Balance Sheet and Profit and Loss Statement. Diers explained that the FY 11 began with a 5 week month and most of the dues has been received therefore the income is a little higher than expected. Fimbel asked if there was any news on the cost of medical insurance. Diers replied that she will not know until October.

**Capitol Corridor:**

Diers stated that the project is complete and she is working towards closing out the account. Diers will contact the NHRTA to determine the use for the remaining funds in the account.

**SVTC:**

Diers reviewed status of funds in the account and reminded the Executive Committee of the SVTC billing procedures. NRPC is continuing to pay SVTC bills as needed. Billing is handled on a quarterly basis. Elmer asked for clarification on the fiscal agent fee. Diers explained the 5% fee and explained where it was reflected in the budget.

Dilworth moved to accept the NRPC, Capitol Corridor and SVTC reports and place them on file for audit. Elmer seconded the motion which passed unanimously.



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

##### A). TTAC Report:

Roache updated the Executive Committee on the activities of the TTAC at the July and August 2010 meetings. This included an update on the CMAQ process. Dilworth asked who was on the CMAQ Committee and if the CMAQ process would be different than the TE process. Roache explained that the CMAQ Committee has a majority representation by the RPC's and that the committee voted to ensure that the regional and DOT scores are mathematically factored into the final ranking. The Executive Committee discussed the TE process. Roache reviewed the remainder of the TE Committee report and discussed the Long Range Transportation Plan, Transportation Improvement Program and Air Quality Conformity Process. Roache also described the Congestion Management Process and plan. Elmer asked that the TTAC Committee Reports define the technical terms more clearly.

#### **V. Business**

Diers updated the Executive Committee on the sustainable communities grant. She explained that over 25 partners have come together to be part of the process and over 60 communities have provided letters of support. Diers stated that the UNH Carsey Institute and New Hampshire Public Radio will be addressing communication and performance. Hersh asked when we can expect to hear if the grant was successful? Diers stated that the decision is expected around the end of September. Dilworth questioned what we the region will get if the grant is successful? Diers explained that the region will benefit from a fully funded regional planning process that will be consistent across the state; She added that we will have access to experts to enhance the process. Dilworth expressed his concerns over implementation of policy that is in the best interest of the region. He stated that he is concerned that the State of New Hampshire could drive the process. Hersh added that the fact that all 9 RPC's are partners should be an advantage. Diers concluded stating that the process should dovetail with the efforts of Peter Baker to establish regional policies for NRPC.

#### **VI. Other Business**

Dilworth complimented the staff on the Commissioner 101 presentation held in July. He liked how it broke down the RSA and thought it would be helpful to have a similar breakdown of the federal transportation legislation.

Dilworth also mentioned the passage of SB 321 and discussed the changes to the legislation. The Executive Committee briefly discussed the changes and Diers stated she would develop a summary of passed legislation for distribution.

#### **VII. Adjourn**

Hersh motioned to adjourn the meeting at 6:45PM Collins seconded the motion.