

MINUTES
Rockingham Planning Commission
January 13, 2021

Remote Meeting via ZOOM Conference Call
Per RSA 91-A:2, III(b) the RPC Chair declared the COVID-19 Outbreak
An Emergency and has waived the requirement
That a quorum be physically present at the meeting

Commissioners Present: A. Davis, Vice Chairman (Hampstead); B. Kravitz (Hampton); S. Gerrato (Greenland); B. Moreau, P. Britz (Portsmouth); G. Coppelman, P. Coffin (Kingston); L. Cushman (Stratham); M. McAndrew (New Castle); P. Wilson (N. Hampton); J. Kiszka, T. Moore (Plaistow); A. Brubaker (H. Falls); B. Donahue (Salem); D. Hebert (Newington); L. Plumer, G. English (Exeter); J. Doggett, M. Allen (Newton)

Guests: C. Cross

Staff: T. Roache (Executive Director); D. Walker (Assistant Director); A. Warhaft (Office Coordinator)

- 1. Vice Chair Davis called the meeting to order at 7:02 p.m.; Remote Meeting via Zoom Conference Call per RSA 91-A:2, III(b)**
- 2. Minutes of September 9, 2020**

J. Doggett moved to approve the Minutes of September 9, 2020 as presented; L. Plumer seconded. Roll Call vote taken. **SO VOTED**

3. RPC Updates

- a. T. Roache gave a brief introduction of our new planner, Madeleine Dilonno, who joined our team in January 2021. Madeleine will be working on transportation and land use initiatives.
- b. T. Roache provided an update of the progress of the RPC's application for 501c3 status. He explained that working with the executive committee, the RPC has established a 501c3 organization to diversify our revenue stream and lessen the financial burden on our communities. Several other regional planning commissions currently utilize the advantages of being recognized as a 501c3 organization. The cost to set up the 501c3 is minimal and it will provide advantages such as reduced cost of computer software and the option to apply for funds that were otherwise unavailable to the RPC. Question and answer period followed.

- c. T. Roache updated the commissioners on the status of the Seacoast Transportation Corridor Vulnerability Assessment Project (STCVA). Roache explained that the purpose of the project is to look at the impact of sea level rise and climate change will have on the transportation corridor. There will be detailed impacts assessments to see what areas are vulnerable now and into the future so that we can then ensure that vulnerable areas are considered in the Long Range Transportation Plan (LRTP) and incorporated in the Transportation Improvement Plan (TIP). Walker said that we are looking to prioritize those routes which will affect safety, hospital and fire access, community access and areas with socially vulnerable communities. Question and answer period followed.
- d. T. Roache summarized some of the accomplishments of the RPC in 2020 that were shared in the December 2020 Newsletter. Despite the challenges faced due to the COVID-19 health crisis, the RPC adapted and worked effectively under the changing circumstances, including helping our members of our communities navigate such programs as the small business relief fund. Glenn Coppelman provided positive feedback on the newsletter and said that the graphics and information used in the summary were simple and easy to understand.

4. Three Things Every Commissioner Should Know

T. Roache discussed the working draft of the updated commissioner's handbook and what it means to be an RPC Commissioner. He emphasized that the RPC is here to be a resource to our communities and that it is the commissioner's duty to act as a liaison for two-way communication with the community they represent and the RPC. Roache also reviewed how the dues are assessed and how those funds are used to further the goals of the RPC, noting that dues account for approximately 10% of the yearly budget. Roache discussed opportunities for further participation for commissioners that wish to be more active, such as other RPC Committees, advisory boards and proof-reading documents. Once the new handbook is finalized it will be available on our website and shared with commissioners. Comment and discussion period followed.

5. A Look Ahead at 2021

- a. T. Roache shared the list of scheduled meeting dates and tentative topics in 2021. Roache and Walker discussed that at the next several meetings there will be transportation milestones that the MPO Committee will need review and approve for the transportation plan.
 - b. T. Roache reviewed the January 2021 RPC newsletter which included summaries of upcoming projects that the RPC will be working on in 2021, including the Coastal Innovation Land Use Guide & Sustainability Program Framework, the Model Ordinance for Using Buffers to Protect Drinking Water, the Hampstead Master Plan, and the North Hampton Parcel Mapping. Roache said that he hoped the work we do on the Hampstead Master Plan which includes a new approach to presenting the master plan via an ArcGIS StoryMap will inspire other towns looking to update their plans to something more accessible to the general public. Question and discussion period followed.
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- c. T. Roache asked the commissioners to go back to their communities and ask what the RPC can do for your town in 2021. He emphasized that it is important that our communities know that the RPC is a resource available to them. Question and discussion period followed.
- 6. **Public Comment - none**
 - 7. **Meeting adjourned at 8:37 p.m.**

Respectfully submitted,
Amy Warhaft, Recording Secretary