

MEETING NOTICE AND AGENDA
ROCKINGHAM PLANNING COMMISSION
Wednesday, September 14, 2016; 7:00 P.M.
Brentwood Recreation Center
#190 Route 125, Brentwood, NH
 (map/directions on reverse)

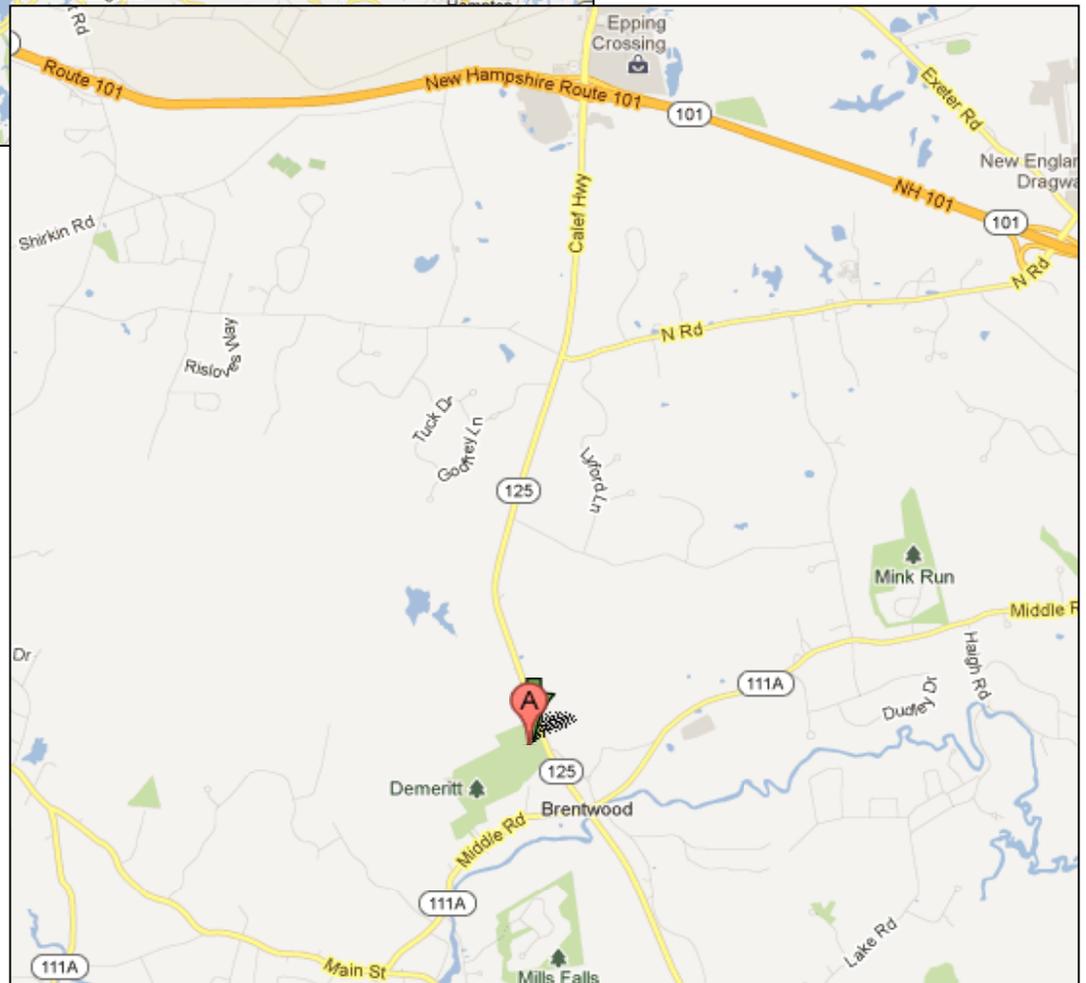
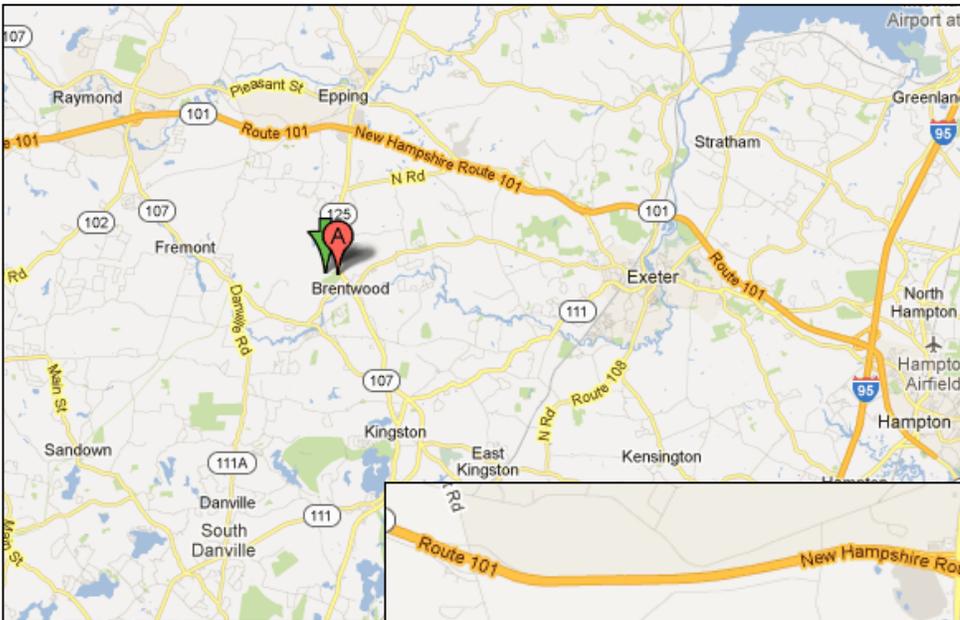
- 7:00 I. Call to Order/Welcome/Introductions – *Phil Wilson, Chair*
- 7:05 II. Minutes from May 11, 2016, Commission Meeting and June 8, 2016 Annual Meeting **MOTIONS TO APPROVE** *[Attachment 1A] [Attachment 1B]*
- 7:10 III. Financial Report: Preliminary Results for FY 2016 *[Attachment 2]*
- 7:20 IV. **ACCESSORY DWELLING UNITS – Responding to SB146**
 - A. ADU White Paper – Review of Issues of Concern – Cliff Sinnott *[Attachment 3]*
 - B. RSA 674:71 Compliant Model Ordinance - Glenn Greenwood *[Attachment 4]*
 - C. Discussion
- 8:00 V. Review/Adopt FY 2017 RPC Annual Work Program **MOTION TO ADOPT** *[Attachment 5]*
- 8:15 VI. Legislative Policy Committee Update – Barbara Kravitz
 - Plans for Legislative Forum (tentative date: November 9th, Unitil)
 - Updating RPC Legislative Policies – input welcome
- 8:25 VII. Proposed Bylaw Amendment: Establishing the Legislative Policy Committee as a Standing Committee of the RPC – for review and comment *[Attachment 6]*
- 8:35 VIII. **COMMISSIONER ROUNDTABLE** – what is your town doing to respond to SB146?
- 8:50 IX. Other Business
 - A. Communications
 - B. FY 2017 Meeting Schedule *[to be distributed]*
 - C. Project Updates (time permitting)
 - D. Other
- 9:00 X. Public Comment;
- XI. Adjourn

Accommodations for individuals with disabilities

Reasonable accommodations for individuals with disabilities are available upon request. Please include a description of the accommodation you will need, including as much detail as you can. Make your request as early as possible; please allow at least 5 days advance notice. Last minute requests will be accepted, but may be impossible to fill. Please call 603-778-0885 or email apettengill@rpc-nh.org.

**DIRECTIONS TO BRENTWOOD COMMUNITY CENTER
#190 Route 125, Brentwood**

The Brentwood Recreation center is located on the west side of NH 125 approximately one-half mile north of the intersection of 125 and 111A (Exeter Rd.), and 3 miles south of the NH-101/NH-125 interchange. The driveway / access road to the Center is labeled Smith Road. Entrance and parking are behind the building.



ATTACHMENT 1

MINUTES

ROCKINGHAM PLANNING COMMISSION

May 11, 2016

Seabrook Public Library, Seabrook NH

Commissioners: P. Wilson, Chairman (North Hampton); E. Dykeman (Sandown); B. Kravitz, A. Carnaby (Hampton); T. Moore (Plaistow); P. Merrill, J. Whitney (Kensington); J. Foley (Epping); K. Woolhouse, D. Clement (Exeter); P. Winslow (Rye); D. Hawkins, J. Janvrin (Seabrook); J. Doggett (Newton); R. McDermott (Hampton Falls); S. Gerrato (Greenland); G. Coppelman (Kingston)

Guests: L. Wilson (North Hampton); A. Khan (Seabrook)

Staff: C. Sinnott (Executive Director); A. Pettengill (Business Manager)

I. Chairman Wilson convened the meeting at 7:00 p.m. and welcomed all in attendance.

II. Planning Update for Seabrook – A. Khan & D. Hawkins, Seabrook Selectmen

Abul Khan welcomed everyone on behalf of the Town of Seabrook and Board of Selectmen, He introduced Don Hawkins to brief commissioners on current planning initiatives. Hawkins gave a brief update of projects the Town of Seabrook has been working on, including, updated master plan, rezoning of Route 1; update of aquifer protection zoning; adding a master plan chapter for coastal hazards/sea level rise; working with RPC transportation staff to validate Route 1 Corridor Study recommendations for US 1 north of NH107, and establishing a Route 1 Study Committee.

Chairman Wilson welcomed new Commissioner Eric Dykeman, from Sandown.

III. Minutes March 9, 2016

*Moore moved to approve the Minutes of March 9, 2016 as presented; Winslow seconded.
SO VOTED. (1 abstention)*

IV. Review/Adopt Draft FY 2017 RPC Budget

Sinnott referred to Attachment 2 and noted the Executive Committee recommended approval. He also stated that funding is never certain at this point, but this budget is conservative at 7.5 % less than the current year's funding total. He reviewed funding and expense items and stated that the salary line item includes a 1.25% COLA increase and maintains a health stipend for those that choose not to take part in the RPC health

insurance; and includes \$66 per hour circuit rider rate and \$63 per hour standard rate; \$85 non-member rate. The base Dues rate goes up to \$0.99 per capita.

Doggett asked why Danville is no longer a dues-paying member and Sinnott replied that he was unsure but there was a general sentiment that the town does not want to participate in regional planning. He noted that he will be talking to them again and will let the Board know what comes of it. *Dogget moved to approve the FY 2017 Budget; Clement seconded. SO VOTED. (Coppelman abstained)*

V. Report of the Nominating Committee Proposed Slate of Officers- FY 2017

Wilson noted that the proposed Slate of Officers is presented 30 days in advance of the Annual Meeting and nominations will be accepted on the floor of the Annual Meeting.

VI. Contract Authorizations:

- A. NHOEP TBG: Contract much the same as previous years to include GIS; GIS Software; RIC; and local assistance match increased to \$6000 in local assistance since 3 communities have made requests for help. *McDermott moved to allow Executive Director to enter into and receive funds from NHOEP for TBG; Kravitz seconded. SO VOTED.*
- B. NHDES CZP: contract much the same as previous year to include support for CAW, CRHC, and Technical Assistance. *Merrill moved to allow Executive Director to enter into and receive funds from NHDES for CZP; Moore seconded. SO VOTED.*
- C. NHHSEM Hazard Mitigation Plans: Pre-Disaster Mitigation contracts for 3 towns: North Hampton, Plaistow, Portsmouth; contract still in negotiation. Sinnott requested the ability to negotiate the contract and sign when terms have been made agreeable and to correct the total in Exhibit B to \$31,333; *Merrill moved to allow Executive Director to enter into and receive funds from NHHSEM when and if terms are agreeable; McDermott seconded. SO VOTED.*

VII. MS4 Permit Update

Sinnott presented information on the EPA's MS4 NH Permit, including what is known about final changes that will be made and when it will be released. He reviewed the program's goals to reduce the discharge of pollutants into surface waters, protect water quality, and meet requirements of the Clean Water Act. He explained the reduction of stormwater pollution reaching surface waters is accomplished by requiring municipalities to identify sources of stormwater, monitor and retrofit existing stormwater sources, eliminate new sources of stormwater, and conduct public outreach on how to reduce stormwater pollution. Some municipal strategies to accomplish reduction include adopting stormwater mgmt. regulations, inventory and map drainage infrastructure systems, provide staff training on permit requirements, reporting and data analysis and collection, and develop a comprehensive stormwater mgmt. and water quality plan. Finally, Sinnott reviewed the RPC's proposed scope of work to provide technical assistance to communities in implementing MS4 requirements, for which we are seeking outside funding.

- VIII. RPC Website Tour** – The general design of the new website was reviewed. Wilson suggested everyone visit the new website and give feedback.
- IX. Commissioner Roundtable** – Commissioners shared planning projects, questions and guidance on various topics.
- X. Other Business**
- A. Communications: Raymond membership – Town of Raymond approved moving from SNHRPC to RPC and it will be official in a month or so.; WISE received the EPA Environmental Merit Award
 - B. Annual Meeting: June 8th, Atkinson Country Club, Speaker Rebecca Rule, Humorist;
 - C. Other: Sinnott noted that Scott Bogle is at home recovering from hip surgery and will be working from home for several weeks; Tom Falk retired and the staff had a retirement lunch party for him; Bike to Work week is next week; Exeter sidewalk project has begun.
- XI. Public Comment** – None

Meeting adjourned at 9:05 p.m.

Respectfully,

Annette Pettengill, Recording Secretary

MINUTES

ANNUAL MEETING
ROCKINGHAM PLANNING COMMISSION
June 8, 2016
Atkinson Country Club, Atkinson NH

Commissioners: P. Wilson, Chairman, D. Derby (No. Hampton); M.Allen, J. Doggett (Newton); A. Carnaby, B. Kravitz (Hampton); R. Clark, M. Turell (Atkinson); D. Clement, G. English, L. Plumer (Exeter); P.Coffin, G. Coppelman (Kingston); L. Cushman (Stratham); E. Dykeman (Sandown); D. Marshall (Fremont); R. McDermott (H. Falls); P. Merrill (Kensington); T. Moore (Plaistow); P.Winslow (Rye)

Guests: D. Avril, C. Binn, J. Senter, O. Weftplahen (Plaistow Conservation Comm); R. Barham (Fremont BOS); C. Brown (H. Falls); A. Clark (Atkinson); S. Dykeman (Sandown); S. Kravitz (Hampton); J. Merrill (Kensington); K. Plumer (Exeter); R. Rule (Speaker); T. Tocci & M. Garavaglia (H. Falls); S. Turell (Atkinson); M. Winslow (Rye); L. Wilson (No Hampton); Walker Family (Glenn, Natalie, Jeffrey, Christine, Brian & Kevin)

Staff: C. Sinnott (Executive Director); G. Greenwood (Assistant Director); A. Pettengill (Business Manager); R. Rines (Office Administrator); R. Pruyne (GIS Manager); J. LaBranche (Sr. Planner); J. Rowden (Regional Planner)

SOCIAL HOUR

DINNER

ANNUAL MEETING PROGRAM

I. Welcome – Phil Wilson, Chairman

Wilson thanked everyone for attending and thanked all the Committees that worked during the past year to make the Commission a better organization, namely the Executive, Legislative Policy, and Nominating Committees. He also thanked Sinnott, Pettengill, and Rines for their work all year handling all the administration of the Commission. Wilson reviewed the Agenda for the evening.

II. Year in Review – C.Sinnott, Executive Director

Sinnott noted that there were several large projects that ended the prior year so this year felt a bit like a “rebound” year, despite being very busy. He referred to the Project Card on

the tables that details the year. Other accomplishments for the staff include the new website and the e-newsletter. He commended the current staff and their longterm commitment to the agency noting the average tenure at the moment is 18 years. Through the year the staff has been looking at strategies for the future and worked closely with the Executive Committee. Both have come to the conclusion that improved and more directed communication with the member communities and the marketing defined services to those communities will ensure the RPC morphs and changes with the times.

He also thanked Wilson for his never ending support of the staff and his skill at charing meetings. Wilson outlined some of the outside forces facing the Commission, such as costs, funding, changing goals, and he commended the staff for engaging in the process of re-evaluation and thanked Marshall for volunteering to take the process to the next level and implementing new ideas.

III. Election of Officers/Executive Committee for FY 2017

Sinnott referred to the Nominating Committee Report and Executive Committee Slate of Officers (Attachment I). Wilson asked for any nominations from the Floor. There being none, *Winslow moved to approve the Slate of Officers as presented; Doggett seconded. SO VOTED.*

IV. Guest Speaker: Rebecca Rule, NH Author, Humorist & Storyteller

Wilson introduced Rebecca Rule, one of the Granite State's most notable muses, as named by NH Magazine. Rebecca has a special affinity for local government and town meetings as a source of entertainment. She has written many books filled with stories of good old fashioned Yankee humor.

Rebecca delivered as promised and entertained the crowd with stories of several NH personalities and town meeting discussions.

V. Awards & Recognition

Sinnott began by awarding a Certificate of Appreciation to Assistant Director Glenn Greenwood for his recent work providing temporarily planning services to Exeter and Stratham while still managing to attend to his regular work. He stated that Greenwood is extremely knowledgeable in town planning and both Towns were grateful to have his of expertise during lapses in their staffing. The Certificate is to acknowledge and show the Commission's appreciation of his extra hours of work and additional meeting time spent to accomplish the staffing coverage for those Towns, and that he helped to showcase one of the RPC's invaluable services that we offer member communities.

Wilson noted that many commissioners give years of service to the Commission in their capacity as volunteers and each year the RPC likes to acknowledge that tenure with a Certificate of Appreciation. This year's recipients are: *D. Marshall & J. Janvrin: 5 years; R. McDermott: 10 yrs; G. English: 15 yrs; and C. Cross: 20 yrs*

Next Sinnott presented Annette Pettengill with gifts and gratitude for her 31 years of dedication to the RPC. Both Sinnott and Greenwood described the huge impact Annette has on the Commission both through her tireless efforts to manage contracts and the financial resources of the agency but also her commitment to making the office place an inviting environment for all the staff. They described her as the 'glue' that holds the RPC together and acknowledged that without her the agency would truly not have had the success it has over those 30+ years.

Hayden Award: Coppelman expressed the importance of the Hayden Award and his personal feelings about it. He told the group that his nomination of the Monahan Farm (and Walker family) was made in recognition of the many generations that have worked the East Kingston farm. He noted that the Walkers could have sold the land for development, but wanted to preserve the farm and all that it means to the many folks who go there for fruits, vegetables and PYO activities. Working with the Southeast Land Trust, the Walker family is protecting the Farm through a permanent conservation easement so that the farming tradition will continue at that location in perpetuity. Coppelman then presented the plaque to the three generations of the Walker family in attendance: Natalie (Monahan) Walker, Glenn Walker, Jeff Walker, Christine Walker, Kevin Walker and Brian Walker. Natalie Walker, on behalf of the family, expressed her deep appreciation for the Award."

Quinlan Award: Clement and Plumer presented the Quinlan award to Pete Richardson who passed in March. Clement said that it was an honor and a privilege to award this to his friend Pete because Pete had devoted so much of his life to stewardship of the land and water. He was a member and past chairman of the Exeter Conservation Commission, served on the Exeter Squamscott Local Advisory Committee, served on the Watershed Council for the Gulf of Maine, and the NH Rivers Management program and many other groups and committees over the years. He did trail work and river tours, and training and teaching throughout his whole life. He was in short a Warrior for our natural resources. Plumer added that his true passion was being out in the wilderness, kayaking, walking, or working on a trail. Accepting the award on behalf of Pete's wife was **Kristen Murphy, Town of Exeter Environmental Planner, Kristen worked very closely with Pete also and learned so much about conservation and natural resources from him. She thanked the Commission for honoring him in this way.**

Commissioner Emeritus: Sinnott presented Ted Tocci from Hampton Falls with a special Commissioner Emeritus award. McDermott nominated Tocci for this award and the Executive Committee found it especially appropriate. Tocci left a legacy of high standards to uphold after being Chairman for two years and was an invaluable commissioner representative for Hampton Falls. Sinnott stated that the biggest lesson he learned from Tocci was that we should always take ourselves seriously and remember that what we do is important, to us and to others. Tocci thanked the Commission and stated that over the years he enjoyed being part of the RPC and getting to know his fellow commissioners and the staff. His goal was always to make the RPC the best regional planning agency in the State. Due to the amazing commissioners, and Sinnott's amazing ability to choose smart, talented people to represent the agency, the goal was accomplished. He stated he will always cherish every moment and thanked everyone for the award which will reside in his new abode in Florida soon.

- VI. Other Business & Public Comment:** Wilson concluded the evening by thanking the speaker, Rebecca Rule for providing the laughter this evening. He thanked the Nominating Committee, and all the staff and commissioners for their hard work and dedication each and every year. And he thanked Sinnott for his unwavering leadership.

Meeting adjourned at 9:50 p.m.

Prepared by:

Annette Pettengill
Recording Secretary
(with contributions from Greenwood and Sinnott)

ATTACHMENT 2

TABLE 1
FUNDING BUDGET FOR FISCAL YEAR 2015
Rockingham Planning Commission
FY2016 - Funding Budget - **ACTUAL - UNAUDITED**

ATTACHMENT 2

FUNDING CATEGORY	ADOPTED FY 2016 Funding	AMEND#1 FY 2016 Funding	ACTUAL FY16 (unaudited)	\$ Change	% Change	Comments
I. LOCAL DUES AND SERVICES	\$352,769	\$390,484	\$365,698	-\$24,786	-6.8%	delayed ~ \$13000; lost ~ \$11500
Local Dues	\$134,783	\$130,524	\$130,524	\$0	0.0%	
Circuit Rider Services	\$124,228	\$139,202	\$135,098	(\$4,104)	-3.0%	
Plan Review Income (Tier 2)	\$1,500	\$1,500	\$0	(\$1,500)	-	included in individual contracts as income
Brentwood	\$18,038	\$19,282	\$19,282	\$0	0.0%	
East Kingston	\$9,744	\$10,416	\$10,416	\$0	0.0%	
Fremont	\$9,164	\$16,306	\$13,702	(\$2,604)	-19.0%	admin
Kensington	\$8,642	\$9,238	\$9,238	\$0	0.0%	
Kingston	\$25,752	\$27,528	\$27,528	\$0	0.0%	
Newton	\$10,614	\$11,346	\$11,346	\$0	0.0%	
Atkinson	\$7,656	\$8,184	\$8,184	\$0	0.0%	
Hampton Falls CR/TA	\$16,240	\$17,360	\$17,360	\$0	0.0%	
N. Hampton CR/TA	\$16,878	\$18,042	\$18,042	\$0	0.0%	
TBG Local Grant Match	\$6,500	\$5,000	\$2,050	(\$2,950)	#####	
Sandown Zoning Amds. & Poll.				\$0	--	
Fremont - recodification			Text	\$0	--	
Stratham Agric Comm support	\$6,500	\$2,000	\$2,000	\$0	0.0%	
Placeholder	\$3,000	\$3,000	\$0	(\$3,000)		no additional TBG projects solicited
Other Local Contracts	\$87,258	\$115,758	\$98,026	(\$17,732)	-18.1%	
Seabrook SRTS Travel Plan	\$7,258	\$7,258	\$0	(\$7,258)		project not restarted
Hampton Falls MP Update	\$0	\$0	\$0	\$0	--	
Exeter MP Update	\$0	\$5,500	\$3,500	(\$2,000)	-57.1%	completion delayed
Exeter MP Update - Part 2?	\$9,500	\$0	\$0	\$0	--	
Hampton F. MP Update Pt. 2	\$35,000	\$35,000	\$35,000	\$0	0.0%	
Fremont RSMS (UPWP match)	\$1,500	\$1,500	\$1,500	\$0	0.0%	
Newton CIP		\$0	\$4,095	\$4,095	--	new project - not budgeted
No. Hampton MP updates	\$3,000	\$3,000	\$0	(\$3,000)	--	contract did not occur
Rye Visioning / MP Update	\$4,500	\$4,500	\$5,750	\$1,250	21.7%	larger scope
Regional HHW Management	\$2,500	\$2,500	\$2,000	(\$500)	-25.0%	closer to cost
PREPA Contracts	\$15,000	\$24,750	\$17,013	(\$7,737)	-45.5%	Project runs to Oct17
Exeter Temp. Planning Services		\$22,750	\$23,080	\$330	1.4%	final invoice
Stratham Temporary Planning Services		\$0	\$4,488	\$4,488	--	new - covered after Planner resigned
ERLAC - Technical Assistance		\$0	\$1,500	\$1,500	--	pass-through to T. Walker
Placeholder UPWP 50% match	\$2,500	\$2,500	\$0	(\$2,500)		no local match projects
Misc. Local Contracts	\$6,500	\$6,500	\$100	(\$6,400)		all accounted for elsewhere

FUNDING CATEGORY	PROPOSED	AMEND#1	ACTUAL	\$	%	
	FY 2016	FY 2016	FY16			
	Funding	Funding	(unaudited)	Change	Change	
II. TRANSPORTATION PLANNING	\$546,650	\$557,900	\$561,548	\$3,648	0.6%	delayed=\$29862; lost=\$14891
UPWP (FHWA/FTA/SPR)	\$528,550	\$528,550	\$509,938	(\$18,612)	-3.6%	slightly behind in UPWP spending
FTA 5310 RPC Admin	\$8,100	\$8,100	\$3,209	(\$4,891)	-152.4%	reimbursable basis
FTA 5310 Passthrough for services		\$0	\$48,401			(NOT INCL IN ORIG. BUDGET)
Highway Perf. Standards Pilot Proj.	\$0	\$11,250	\$0	(\$11,250)		SRPC NHDOT contract delayed; started FY17
CART Planning Services	\$10,000	\$10,000	\$0	(\$10,000)		never initiated contract
III. OTHER STATE & FEDERAL FUNDING	\$184,947	\$164,175	\$125,812	(\$38,363)	-30.5%	delayed ~ \$20,860; lost ~ \$17500
Targetted Block Grant	\$11,227	\$11,111	\$11,111	\$0	0.0%	
Coastal Program TA	\$12,500	\$12,500	\$12,500	\$0	0.0%	
NHHSEM Haz Mit Plnng (Fremont)	\$3,000	\$3,000	\$1,494	(\$1,506)	#####	generated insuff. Match
NHHSEM Haz Mit Plnng (So Hamp., Rye,	\$13,500	\$13,500	\$13,120	(\$380)	-2.9%	delayed start, in progress
NHHSEM - Vulnerability Assessments /	\$31,270	\$8,114	\$8,114	\$0	0.0%	end of Tides to Storms
Adaptation Planning - Tides to Storms						
NHDES EPA Brownfields	\$46,000	\$54,000	\$52,756	(\$1,244)	-2.4%	runs to Sept 17
NHDES/PTAPP Pollution Tracking (604B)	\$26,450	\$26,450	\$10,450	(\$16,000)	-153.1%	FY split wrong -more rec'd in FY15
NHDES/604B Epping Green	\$8,000	\$7,500	\$3,440	(\$4,060)	#####	delayed, in progress
NHCP/NERRS Climate Ready Culverts	\$25,000	\$20,000	\$12,827	(\$7,173)	-55.9%	delayed start, in progress
NHDES Sourcewater Protection - Seabroo	\$8,000	\$8,000	\$0	(\$8,000)		delayed start - all now in FY17
IV. OTHER	\$16,000	\$51,000	\$33,655	(\$17,345)	-51.5%	delayed=\$7670-; lost \$3175; na=\$6500
REDC -- CEDS	\$9,000	\$8,500	\$5,325	(\$3,175)	-59.6%	smaller work scope than anticipated
NE Oceans Research Council -	\$0	\$36,000	\$28,330	(\$7,670)	-27.1%	not completed in FY16
Tides/Storms 2						
Miscellaneous	\$7,000	\$6,500	\$0	(\$6,500)		rsa bood and annl mtg income not tracted to this acct
TOTAL/PROJECTED FUNDS**	\$1,100,366	\$1,163,559	\$1,086,713	(\$76,846)	-7.1%	
PASS-THROUGH OR CONTRACTED	\$125,495	\$149,555	\$198,542	\$48,987	24.7%	
OPERATING BUDGET	\$974,871	\$1,014,004	\$888,171	(\$125,833)	-14.2%	

TABLE 2
EXPENSE BUDGET FOR FISCAL YEAR 2016 **ACTUAL - UNAUDITED**
Rockingham Planning Commission

I. LINE ITEM BUDGET FOR FY 2015							
LINE ITEM	Account Number	ADOPTED FY2016	AMEND#1 FY2016	ACTUAL FY2016 (U-A)	\$\$ Change from Amd#1	% Change	Amendment #1 Comments
Salaries	6100	\$ 651,370	\$ 659,037	\$ 648,467	\$ (10,570)	-1.6%	1.6% COLA; \$10K intern budget; SP prom + \$9K HC Stipnd
Contracted Services	6115	\$ 125,495	\$ 149,555	\$ 198,542	\$ 48,987	39.0%	See Section IV below for details
Travel & Expenses	6116	\$ 9,000	\$ 9,000	\$ 7,350	\$ (1,650)	-18.3%	reduced travel pool and/or milage rate
Bank Service Charge	6200	\$ 100	\$ 350	\$ 282	\$ (68)	-68.0%	reneal of credit line
Taxes-Payroll	6110/6111	\$ 49,830	\$ 50,416	\$ 48,957	\$ (1,459)	-2.9%	7.65% of salaries
Unemployment Insurance	6210	\$ 500	\$ 500	\$ 158	\$ (342)	-68.4%	no change
Health Insurance & Benefit	6212	\$ 59,195	\$ 61,070	\$ 56,662	\$ (4,408)	-7.4%	New insurer: Maine Comm. Options; RPC funded deductble. in separate line item
Health Ins Deductible (separated)		\$ -	\$ -	\$ -	\$ -	--	\$2500 max RPC expense, included in Heath Ins line item
Dental Insurance	6214	\$ 10,388	\$ 10,388	\$ 10,490	\$ 102	1.0%	6% quoted premium increase
Life & Disability Insurance	6216	\$ 4,092	\$ 4,092	\$ 3,650	\$ (442)	-10.8%	assumes no change
Retirement - 457 Plan	6218	\$ 37,468	\$ 41,830	\$ 40,104	\$ (1,726)	-4.6%	Plan changeover expenses and parity with NHRS contrib.
Retirement - NHRS	6218	\$ 33,280	\$ 33,401	\$ 33,260	\$ (141)	-0.4%	Employer rate = 11.17%
General Insurance	6220	\$ 4,625	\$ 4,625	\$ 4,087	\$ (538)	-11.6%	based on current estimates
Rent	6230	\$ 48,816	\$ 48,816	\$ 48,816	\$ -	0.0%	2nd of 3rd lease renewal yrs. @ 0% incr.
Janitorial		\$ 3,900	\$ 3,900	\$ 2,015	\$ (1,885)	-48.3%	no change
Telephone & Internet	6240	\$ 5,200	\$ 5,200	\$ 5,041	\$ (159)	-3.1%	based on YTD
Office, Cmptr., Copier Suppl.	6250	\$ 10,500	\$ 10,500	\$ 11,575	\$ 1,075	10.2%	based on YTD
Postage	6260	\$ 3,000	\$ 3,000	\$ 1,491	\$ (1,509)	-50.3%	fewer mailings after GSF
Audit	6270	\$ 10,020	\$ 10,020	\$ 9,962	\$ (58)	-0.6%	new quote for FY15
Utilities	6280	\$ 6,750	\$ 6,750	\$ 5,737	\$ (1,013)	-15.0%	no change anticipated
Contract Printing	6118	\$ 2,000	\$ 2,000	\$ 2,860	\$ 860	43.0%	post GSF
Newspaper & Media	6117	\$ 1,500	\$ 1,500	\$ 3,304	\$ 1,804	120.3%	MPO only
Equipment & Software Maint.	6311	\$ 12,500	\$ 12,500	\$ 11,582	\$ (918)	-7.3%	no change anticipated
Dues & Subscriptions	6340	\$ 6,500	\$ 6,500	\$ 5,885	\$ (615)	-9.5%	(APA, AMPO, NARC, NHARPC, NHMA, Chamber, SEL)
Training, Workshops, Conf.	6350	\$ 3,500	\$ 3,500	\$ 625	\$ (2,875)	-82.1%	expenses lower than budgeted in FY15
Accounting	6360	\$ 1,200	\$ 1,200	\$ -	\$ (1,200)	-100.0%	Accting/Quickbooks consulting
Payroll Processing	6361	\$ 425	\$ 425	\$ 480	\$ 55	12.9%	based on FY14 expenses
Miscellaneous	6380	\$ 7,000	\$ 6,500	\$ 1,280	\$ (5,220)	-74.6%	annual meeting; RSA books
Equip. Purchase. & Lease	6400	\$ 8,100	\$ 10,100	\$ 3,031	\$ (7,069)	-87.3%	See Section II below for details
Depreciation	****	\$ -	\$ -	\$ -	\$ -	--	none
Fund Balance Accrual	****	\$ -	\$ 5,000	\$ -	\$ (5,000)	--	as able to set funds aside
Unobligated Funds**	****	\$ 2,863	\$ 1,884	\$ (78,980)	\$ (80,864)	#####	to balance budget (based on projected revenue)
TOTAL		\$ 1,125,366	\$ 1,163,559	\$ 1,086,713	\$ (76,846)	-6.8%	from Table 1 - funding budget
Pass-through/Contr Services		\$ 125,495	\$ 149,555	\$ 198,542	\$ 48,987	39.0%	See Section IV below for details
TOTAL OPERATING		\$ 999,871	\$ 1,014,004	\$ 888,171	\$ (125,833)	-12.6%	

ATTACHMENT 3

To Be Distributed At Meeting

ATTACHMENT 3

To Be Distributed At Meeting

ATTACHMENT 4

To Be Distributed At Meeting

ATTACHMENT 3

To Be Distributed At Meeting

ATTACHMENT 5

Regional Work Program for FY 2017

(Adopted:)

Land Use Planning

TARGETED BLOCK GRANT

(Funding Source: NHOEP)

Task A – Geographic Information System Support

(30% of TBG work program*)

- **Local Technical Assistance and Support:**
RPC GIS staff provides general day-to-day assistance on municipal mapping projects and local GIS support which are not otherwise supported through specific project funding. Examples of this kind of request are preparing specialized resource overlay maps, aerial photos, zoning or land use map updates, area topographic maps, conservation lands and trails maps, special analysis maps and others.
- **Standard Map Set Distribution:**
Over FY 2015 and 2016 the RPC completed an update to the RPC Standard map set which includes the most commonly used maps for local planning and master plan development. These include transportation infrastructure, zoning, land use, digital orthophotos, surface water, stratified drift aquifers, wetlands composite tax data, conservation lands, community facilities, soils data and with this update, topographic maps with 2 foot contour intervals. Regional GIS coverages are updated from GRANIT or internal sources and then produced as separate town-by-town compositions for each of the RPC member communities. The new digital topographic layer was added to the set in 2015 (through TBG funding) based on new high resolution LiDAR data acquired in 2011. The new standard maps were uploaded to our website this past Spring and sets of hard copies (11x17) will be distributed to member communities this year along with electronic copies on CDROM. This undertaking has been funded through a combination of NHDOT/UPWP and TBG funds.
- **GIS System Software Maintenance**
The annual license renewal cost for maintaining our GIS software in FY 2015 was approximately \$6500. This licensing covers both primary and secondary seat licenses, as well as 3 specialized analyst extensions. TBG funds will be used to offset \$1500 of those costs.

Task B - Developments of Regional Impact

(7.5% of TBG work program)

To assist in fulfilling RPC obligations under RSA 36:58, this task supports the review of developments of regional impact. This work will include providing staff support to the RPC Development of Regional Impact Committee, including scheduling, organizing and attending Committee meetings, preparing written responses, and attend local land use board meeting concerning developments of regional impact as needed. This will also support the tasks of monitoring and amending the DRI rules of procedure and community guidance as needed.

Task C - Matching Planning Grant Assistance Program for Member Communities

(55% of TBG work program)*

This component of our program will support a matching grant program the RPC will make available for planning assistance projects in RPC member communities. These funds would be made available to the

communities for a 50/50 matching program for planning projects. Specific projects will be solicited from the communities and evaluated for funding based on the project description, demonstrated need, past TBG supported project assistance and availability of local match. Non-dues paying members will be ineligible for these matching grant funds. Approximately \$6,000 in matching funds will be available through a competitive solicitation. Three projects have been selected for funding for FY17: Sandown MS4 Implementation; Epping Natural Resources Inventory; Hampton Design Guidelines for Site Plan Review.

Task D - Education and Training

(7.5% of TBG work program)

- 1) The RPC will organize and conduct a workshop in Fall 2016 regarding zoning amendments to comply with the new state law regarding Accessory Dwelling Units.
- 2) The RPC will plan, organize and conduct at least one training workshop for new planning board members in the Spring of 2017.

NH COASTAL PROGRAM

(Funding Source: NH CZP; Local Dues, Community match; Total: \$12,500; 50% match required)

Task 1. Support RPC staff participation the Coastal Adaptation Workgroup (CAW)

Coastal Program funds: \$6,500; Local Match \$6,500

The Coastal Adaptation Workgroup plays an important role in our region in coordinating efforts to assist communities to respond to climate change risk. Both through the development of CAW sponsored projects as well as through the coordination of effort of other partners such as New Hampshire Homeland Security and Emergency Management and the Great Bay Estuarine Research Reserve, CAW coordinates the work of multiple agencies in educating and assisting communities to address these issues. The RPC's role is to support the delivery of technical assistance to communities in the areas of land use planning and hazard mitigation planning. This task will fund RPC staff to provide 200 hours of support to CAW in Fiscal Year 2016. The estimated total cost for this task is \$13,000. The RPC will be responsible for providing the required 1:1 match.

Task 2. Staff Support to the Coastal Risks and Hazards Commission (CRHC)

Coastal Program funds: \$3000; Local Match \$3000

The NH Coastal Risk and Hazards Commission was established under RSA 483-E in 2013 for the purpose of recommending legislation, rules, and other actions to prepare for projected sea level rise and other coastal and coastal watershed hazards such as storms, increased river flooding, and storm water runoff, and the risks such hazards pose to municipalities and state assets in New Hampshire. The 483-E Commission has limited access to technical assistance and staff support, except that provided by members and their represented agencies. RPC, DES and OEP have been providing support on a limited basis and are expected to continue to do so through the Commission's sun-set in December of 2016. Following the the sunset of the CRHC, RPC staff will collaborate with CAW and NH Coastal Program staff on outreach efforts regarding the CRHC final report. This task will fund RPC staff to provide approximately 90 hours of support in Fiscal Year 2016.

Task 3. Local technical assistance for coastal municipalities focused on climate adaptation and resiliency Coastal Program funds: \$3000; Local Match \$3000

RPC staff will provide technical assistance to municipalities to support, prepare and implement a wide range of actions, assessments and engagement designed to incorporate climate adaptation and resiliency in local plans, policies and procedures, and raise awareness of climate change impacts and issues within the community. Technical assistance may include but is not limited to: assisting

municipalities with adopting the SWA model storm water standards; preparing applications to the FEMA Community Rating System program; incorporating climate change recommendations and strategies in hazard mitigation plans; preparing recommended revisions to zoning ordinances and land development regulations; preparing a Coastal Hazards Chapter for Master Plans; and training on use and application of the Coastal Viewer. To the extent possible, this work will be planned and coordinated with other NHCP partners to avoid duplication and maximize benefit.

The task will fund RPC staff to provide approximately 90 hours of support over the course of FY 2016 at an estimated cost of \$3000. The RPC will be responsible for assuming the required 1:1 match.

Natural Resources and Environmental Planning

Powwow Watershed Water Quality Planning (604B)

(Funding: EPA through NHDES; \$22,000)

The RPC has received preliminary approval of a 604(b) grant from the NH DES to implement a project titled “Collaborative Engagement and Capacity Building in the Powwow River Watershed”. The project components are to create a water quality profile of the watershed, and to engage municipalities and stakeholders about water quality and water resource protection to build capacity for future watershed-based planning. The water quality profile will identify the sources, spatial extent and severity of pollution (impairments) of surface waters, inventory sources, and evaluate land use/cover characteristics in the watershed. The collaborative dialog will focus on providing municipalities and stakeholders with an understanding of the water quality status and sources of impairments of surface water bodies, streams and rivers in their communities. The stakeholder collaboration will engage municipal decision makers and land use boards and commissions in the following municipalities in the watershed: Towns of Sandown, Danville, Hampstead, Newton, Kingston, East Kingston, South Hampton and Seabrook. The project will create the foundation for further Powwow watershed water quality which may include the development of a watershed management plan and river nomination to the NH Rivers Protection Program depending on the level of local support. Final funding approval of this project is pending EPA approval.

Piscataqua River Estuaries Program (PREP) Management Committee Technical Assistance Grants

FY 2016 & 2017 (Funding: EPA through PREP; \$24,7450)

Three technical assistance projects to assist coastal communities with adaptation and resiliency planning were awarded to the RPC in FY 2016 with work continuing in FY2017. They are:

Hampton: To develop and prepare application for the Town to enroll in the FEMA/NFIP Community Rating System (CRS) to improve floodplain management, reduce flood risks and reduce flood insurance premiums for residents;

Rye: To assist the Town to reenroll in the FEMS/ NFIP Community Rating System (CRS) to improve floodplain management, reduce flood risks and reduce flood insurance premiums for residents;

No. Hampton: Assist the North Hampton Planning Board to adopt new Stormwater Management Regulations based on the Southeast Watershed Alliance model stormwater regulations.

NH SourceWater Protection Program

(Funding: EPA through NHDES; \$9,500)

The RPC will assist the Town of Seabrook to prepare a groundwater reclassification application and to complete the application process under state administrative rule Env-Dw 901, Groundwater Reclassification in order to better protect the wellhead radii associated with Seabrook’s municipal wells which supply the Town’s public water supply system.

Lamprey/Piscasic Watershed Water Quality Project – Epping (604B)

(Funding: 604B. Total project cost: \$7500)

This water quality project continues from FY15 and has two components: (1) developing updated stormwater standards (based on the Southeast Watershed Alliance model ordinance) for Epping for

incorporation into town zoning ordinances (March 2016), and site plan and subdivision regulations, and (2) fund the design and installation of two small-scale stormwater reduction projects on municipal land within Epping to reduce stormwater runoff pollution and develop estimates to install projects in 2016. The project will be completed in Fall 2016.

Community Technical Assistance for MS4 Permit Compliance (*Proposed*)

(Funding: NH Charitable Foundation: \$20,000; Local Dues: \$10,000)

RPC has reapplied for funding to begin a technical assistance program to aid communities in meeting the requirements of the draft 2013/2016 MS4 Stormwater Permit and to assist those communities in reducing the impacts of storm water in general. This program will include development of tracking tools to assist communities with determining their compliance status with the Permit and actions needed, provide stormwater system information needed for Permit compliance, and assisting communities in determining how to implement plans to comply with the Permit, including funding sources. All tools developed and general information gathered will be available for all RPC communities; however, RPC staff is proposing to work more in-depth with up to three communities, including both Great Bay/Coastal and Lower Merrimack watershed communities. The project has been endorsed by the Great Bay 2020 consortium as a supporting element of their water quality improvement goal for the watershed.

Pollution Tracking and Accounting Pilot Project – PTAPP (604B)

(Funding: 604B. Total project cost: Phase 1: \$52,900; Phase 2: TBD)

This water quality project continues from FY16. The objective is to develop a pollution tracking and accounting system for the Great Bay Region to serve as the basis for an integrated water quality management plan. The RPC staff role will be to provide technical assistance, facilitation and to administer project funds to communities and SRPC to support their engagement in the collaborative process and to help develop a consensus for regional pollution tracking and accounting in the watershed. Staff will provide technical expertise and develop content to support the process and provide technical input at six workgroup meetings. The bulk of the project funds are passed through to the participating towns (Exeter, Stratham, Newmarket and Durham) and SRPC to fund their participation in the project. A second phase of PTAPP is expected to start in FY 17 that will pilot the tracking and accounting methods in two or three coastal watershed communities.

Piscataqua River Estuaries Program (PREP) Management Committee

(Funding: Local Dues)

The RPC will continue to participate on the Piscataqua River Estuaries Program (PREP) Management Committee and in the Great Bay Initiative sponsored by PREP representing RPC communities and regional interests and support of the PREP mission to protect and enhance water quality in the Great Bay and Hampton-Seabrook estuaries. In FY 2015, RPC received PREP funding to assist in completing the local regulatory survey for the PREPA Report which assessed the status of water quality related land use policies and regulations in the coastal watershed. RPC will assist in publicizing the results of the PREPA report in FY16. RPC will provide technical assistance under the PREPA local assistance program to North Hampton to revise their stormwater management standards and to prepare FEMA Community Rating System program applications for Rye and Hampton.

Exeter River Management Plan; Assistance to ERLAC (604B)

(Funding: ERLAC; \$1500)

RPC, through natural resource consultant Theresa Walker continues to provide technical assistance and organization support to the Exeter-Stratham Local [River] Advisory Committee. This work was funded in the past through the 604B program but is no longer eligible. The ERLAC communities have continued the work using their own local funding.

Southeast Watershed Alliance

(Funding: Local Dues; UPWP)

RPC staff continues to be an active participant in the Advisory Committee to the Southeast Watershed Alliance, a multi-jurisdictional organization authorized by legislation in 2009 for the purpose of coordinating water quality planning and implementation in the NH Coastal Watersheds (Great Bay and

Hampton-Seabrook estuary watersheds). RPC staff participates on the groups Advisory Committee and has provided technical assistance on a variety of subjects related to non-point source pollution and stormwater management, including the development of SWA's model storm water management regulations. As funding permits, this will continue in FY 2016.

EPA Brownfields Site Assessment Program

(Funding: EPA; Local Dues)

Additional funding application for the RPC's regional brownfields site assessment program was not approved in the most recent round of applications to the EPA. However, RPC has secured a Brownfields grant through the State (NHDES) program to fund a Phase 2 assessment of the D'Agostino Rose Farm in Exeter which will conclude early in FY2017. We will continue to work with REDC on specific Brownfields redevelopment projects as needed.

Transportation Planning

Unified Planning Work Program for FY-2016 & 2017

(Funding Sources: FHWA; FTA; NHDOT; Local Dues)

The RPC's transportation planning work program is developed and adopted by the Commission in its capacity as the metropolitan planning organization (MPO) for the region. This transportation planning work program, called the Unified Planning Work Program, covers a two-year period and was most recently adopted and approved in April 2015 to cover the period July 2015 through June 2017. Planning priorities or emphasis areas covering this two-year period were jointly developed by the RPC, FHWA/FTA and NHDOT and reviewed and approved by participating communities. The work encompassed in the UPWP is summarized below. A full work program document is available at www.rpc-nh.org.

The work tasks identified and addressed in this UPWP reflect the transportation planning needs and priorities within the Rockingham Planning Commission region and are from several sources:

- Consultation with staff from FHWA, New Hampshire Division, FTA Region I, NHDOT Bureau of Planning and Community Assistance, COAST and CART;
- Consultation with the MPO Technical Advisory Committee and Policy Committees;
- The requirements for implementing MAP-21 and current Metropolitan Planning Rules (CFR 450.300);
- The specific needs and circumstances of the MPO;
- Completion of certain tasks begun under the previous UPWP; and
- Addressing findings and recommendations made during the MPO Planning Reviews conducted by FHWA and FTA in January of 2009 and 2013.

During the preparation of the UPWP, the FHWA New Hampshire Division Office and FTA Region I Office recommended that three national planning emphasis areas and 12 region specific emphasis areas be addressed as planning priorities. The priorities developed for the RPC region from these areas are addressed in the UPWP and reflect appropriate work elements and resources to address:

National Planning Emphasis Areas

1. **Transition to Performance Based Planning and Programming.** The UPWP should include appropriate work towards the development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

2. **Models of Regional Planning Cooperation.** The UPWP supports cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. This cooperation could occur through metropolitan planning agreements, through the development of joint planning products, or by other locally determined means. This was manifest in 2015-16 by the joint MPO, NHDOT and FHWA development of new interagency MOUs
3. **'Ladders of Opportunity'.** The UPWP addresses work efforts that promote access to essential services as part of its transit planning activities with COAST, CART, TASC and ACT. Essential services include housing, employment, health care, schools/education, and recreation. This work should include the identification and development of performance measures and analytical methods to measure the transportation system's connectivity to essential services. This information can then be used to identify gaps as well as solutions to address those gaps.

New Hampshire Planning Emphasis Areas

4. **FAST Act Compliance, Planning Performance Measures.** The UPWP should include appropriate work efforts to ensure that the MPO complies with the metropolitan planning and programming requirements of MAP-21 and the subsequent planning regulations developed by FHWA and FTA. Specifically, cooperative development of statewide and regional consensus, and collect data in support of the establishment of baseline and targeted performance measures are a top priority.
5. **Urbanized Area Suballocation and Project Selection.** MAP-21 requires suballocation of resources and project selection authority for the Surface Transportation (STP) and Transportation Alternatives (TAP) Programs and the UPWP should include the collaborative efforts to ensure that these requirements are implemented.
6. **Congestion Management Process Implementation.** The MPO Congestion Management Process (CMP) has been established and work elements should support the data collection and monitoring efforts necessary to implement an effective CMP.
7. **Freight Planning.** Identify resources and work elements necessary to develop a metropolitan freight plan that assesses the condition and performance of the region's critical freight network and identifies solutions to freight bottlenecks and other deficiencies.
8. **Fiscal Constraint and Financial Planning.** Continue to improve methods and practices to show fiscal constraint (by year) in planning documents, and for projecting finances available to the MPO. Support the periodic updating of project scopes and estimates during the planning and programming stage of project development and estimating tools that can be consistently used by RPCs/MPOs or other agencies for typical transportation projects.
9. **Metropolitan Travel Demand Model Maintenance.** Ensuring that the MPO is maintaining the function and capacity of the travel demand model and keeping it up-to-date and developing applications to utilize the model in transportation planning functions.
10. **Data Collection for HPMS and the CMP.** Continue to assist with the collection of Highway Performance Monitoring System (HPMS) data and implement the data collection necessary for the Congestion Management Process (CMP).
11. **Planning and Environmental Linkages.** Work with Federal and State planning partners to deploy innovative planning techniques that can shorten project delivery times and can integrate environmental analysis, project purpose and need, and preliminary alternatives analysis into corridor studies and the Long Range Transportation Plan.
12. **Climate Change.** Ensure that the LRTP and other planning efforts address climate change impacts; identify transportation infrastructure vulnerabilities, as well as mitigation, and adaptation strategies.
13. **Livability and Sustainability.** Integrate the livability principles of more transportation choices, equitable, affordable housing, enhanced economic competitiveness, and support for existing

communities, coordinated policies, leveraging investments, and valuing communities and neighborhoods into the transportation planning process.

14. **Project Monitoring.** Take a more active role in tracking projects as they move from planning to implementation and support effective development of the MPO annual listing of obligated highway, bike/pedestrian, and transit projects.
15. **Program Monitoring and Reporting.** Federal law and planning regulations require reports documenting the activities performed with FHWA planning and research funds. The UPWP will ensure that all program monitoring and reporting activities applicable to the MPO are implemented in a timely manner.

Specific projects of interest that the RPC is working on through the UPWP in FY2016 include the following:

- **Regional Stream Crossing (Culvert) Assessment:** Since 2013, the RPC has been assessing stream crossing (culverts and bridges) within the region to provide state agencies and municipalities with information to identify critical and hazardous crossings. The main objective of this project is to identify those stream crossings that may fail, particularly during major storm events. These failures occur because the crossing does not allow for adequate passage of water, sediment or debris due to design stream erosion, crossing deterioration or changes to the streambed or increase in stream flow due to higher rates of storm water runoff. Failures can cause infrastructure and property damage, cut off evacuation routes and negatively impact waterways. Knowing the condition of stream crossings can help guide municipalities prioritize those crossings most in need of retrofit or replacement. Results from this assessment can also be incorporated into municipal and regional hazard mitigation plans, vulnerability assessments and site specific restoration and mitigation projects. Utilizing the NH Storm Crossing Assessment Protocol, RPC staff is collecting data through the summer and meeting with municipal staff to determine how each municipality can best use the information. The data will be added to a statewide stream crossing database. To date, RPC has collected this information in 23 of 26 communities. The three remaining communities are Newington, Portsmouth and Exeter. Data collection will be completed in the spring of 2017. A regional report including an analysis and summary of result will be prepared.
- **Road Surface Management Systems:** Staff worked with Fremont as the pilot community to test a new SADES-based RSMS system being developed by the NHDOT, Technology Transfer Center at UNH and the 9 RPCs. RSMS develops and maintains road surface condition data, identifies priorities for paving and repair and strategies to maximize cost effectiveness, and generates cost estimates and planning for future maintenance needs. This process will include the development of improvement and maintenance plans. Once the pilot is concluded and any changes to the system are implemented, additional communities will be invited to participate. A matching contribution of between \$1500 and \$2500 per participating community will be requested.
- **Long Range Transportation Plan/10 Year Plan Update:** The RPC maintains a prioritized list of transportation improvement and project needs for the region. This is compiled from direct solicitation of needs from communities, analysis of transportation system needs by staff and input from NHDOT. This comprehensive listing was last updated in FY15 in tandem with the biennial development of recommended additions to the state 10 Year Plan for transportation improvement. Priorities for our long range project list are determined by our Technical Advisory Committee and MPO Policy Committee and incorporated into the region's Long Range Transportation Plan. A full LRTP update is underway which will include the incorporation of performance based planning. The update is scheduled to be completed in 2017.
- **Integrating Performance-Based Planning into the MPO process:** The New Hampshire MPO's have teamed with our State and Federal Planning Partners as well as the Southern Maine Planning and Development Commission to begin work on the implementation of the MAP-21 Performance Based Planning and Programming Requirements. As a group we will be identifying and researching potential performance measures both for transportation planning and other areas with the intent of

creating a list of candidate measures for further development and vetting through public processes. In addition, Strafford Regional Planning Commission applied for and received a FHWA research program implementation assistance grant for utilizing their PlanWorks system and a portion of these funds will come to RPC to aid in this effort. PlanWorks is a systematic web-based resource that support collaborative decision making to deliver projects that meet environmental, community and mobility needs and will be a useful tool for implementing performance measures at the MPO level. The work of this group is anticipated to continue through the next year and conclude sometime near the end of 2016. Work from this effort will be incorporated into the MPO Long Range Transportation Plan as well as the Congestion Management Process, the Transportation Improvement Program and other planning efforts.

- **MPO Website Development & Maintenance:** Complete the redesign and expansion of the MPO Website to include current and archived information from TAC and Policy Committee meetings, information on current projects and current regional data as well as opportunities for member interaction.
- **East Coast Greenway/Hampton Branch Acquisition:** RPC staff is working on the development of the East Coast Greenway through New Hampshire. As of summer 2016, NHDOT is still negotiating with Pan AM Railways to purchase the 9.7 mile Hampton to Portsmouth segment of the Hampton Branch rail corridor abandoned in 2013. The acquisition would put the full Hampton Branch corridor from Seabrook to Portsmouth in public control. A key desired use for the corridor is completion of the New Hampshire segment of the East Coast Greenway, extending 2,900 miles from Calais, ME, to Key West, FL, connecting cities along the eastern seaboard. The corridor is wide enough through most of its length to potentially accommodate other transportation uses as well, should those be viable in the future. Work in the coming year includes development of local trail groups in corridor communities, continuing to work with communities and NHDOT to establish trail management agreements, and to identify funding sources to develop trail improvements, and to continue to facilitate meetings of the NH Seacoast Greenway Advisory Committee.
- **Robert Frost/Old Stagecoach Scenic Byway:** RPC staff will continue to work with Southern NH Planning Commission and Robert Frost/Old Stagecoach Byway Council on implementation of recommendations in the Corridor Management Plan (CMP) for the Byway as time permits. The Byway follows NH 121 from Atkinson through Hampstead and Chester to Auburn, then local roads through Derry connecting back to Hampstead. The Frost/Old Stagecoach Byway was formally designated by the NH Scenic & Cultural Byways Council in May 2014.
- **Transportation Alternatives Program:** Under the current federal surface transportation law (FAST Act) the Transportation Enhancements, Safe Route to School, Scenic Byways and Recreational Trails programs were consolidated into the new Transportation Alternatives Program (TAP) with about a 30% reduction in overall funding. The RPC will assist communities in the region through the application process for the program and also assist with the evaluation and ranking of applications within the region. There will continue to get regional project review and ranking and final project selection at the State level. Key changes include a narrowed list of eligible project activities focused on bicycle and pedestrian facilities (which is consistent with past practice in NH), a revised Statewide TAP Advisory Committee, a revised set of project selection criteria and use of Decision Lens software for statewide project evaluation. The current TAP funding round began in the Spring of 2016. The MPO will score and rank project this Fall.
- **Derry-Salem CART Transit System Technical Assistance (UPWP and Contractural):** RPC staff time commitment to CART was scaled back in FY2016 as the agency was fully staffed, however with the departure of the CART Executive Director in summer 2016, additional work will be required. The RPC will request that a portion of this work be funded by CART outside the UPWP since it goes beyond eligible planning assistance. RPC will continue to serve on the CART Board and Executive Committee and provide technical assistance with operations analysis, route planning, funding development, municipal liaison work, development of new ADA paratransit service for the CART Salem Shuttle, and development of a long range financial plan.
- **Regional Bicycle & Pedestrian Plan:** Development of a regional Bicycle & Pedestrian Plan for the

RPC region was delayed from FY2016 and is expected to be engaged in FY2017. Timing will be coordinated with NH DOT's update to the State Bicycle & Pedestrian Plan to share public outreach meetings, data collection on bike/ped traffic volume on key routes, mapping of existing conditions including hazard areas, identifying local and regional priorities for safety improvements and recommendations following the 5Es of bicycle and pedestrian planning: Engineering, Education, Encouragement, Enforcement and Evaluation. The process will be overseen by a regional advisory committee including representatives from municipal planning and law enforcement, NHDOT, the healthcare and tourism sectors, and bicycle/pedestrian/trails organizations.

See the FY 2016-2017 UPWP Document for a full description of these and other tasks and projects.

Hampton Intermodal Transportation Feasibility Study

(Funding Sources: FHWA; FTA; NHDOT; Local Dues)

The Hampton Intermodal Transportation Feasibility Study was included as a Special Study within the previous Unified Planning Work Program. The project has completed pending presentation of the results and project alternatives in a draft report to the Town of Hampton, the MPO and the NHDOT and the subsequent incorporation of comments received into the final report. The purpose of the project was to conduct a combination Feasibility Study and Conceptual Planning Study to evaluate the potential of establishing an intermodal transportation facility at the present interchange of US 1 and NH 101 adjacent to Hampton's town center.

Coastal Route 1A/1B Scenic Byway Management Plan Update

(Funding Sources: FHWA; FTA; NHDOT; Local Dues)

The Coastal Scenic Byways Management Plan, originally drafted in 1996, was updated by the RPC during 2014-2015, a fully completed in March 2016 and Coastal Byway Advisory Council for endorsement. In part the update was undertaken to support project funding applications made under the FHWA Transportations Alternatives Program (TAP) as well as consider the need and future disposition of unused rights of way on Route 1A in parts of Rye and North Hampton. The update follows the general format of the previous Plan, but incorporates relevant recommendations and elements of the Hampton Beach Master Plan, East Coast Greenway, bicycle and pedestrian needs and other supporting projects. In FY17, the final plan will be distributed to Byway communities and all other Advisory Committee participants and staff will work with stakeholder to identify opportunities for implementing plan recommendations, such as through the Hampton Beach Master Plan Update.

Economic Development Planning

Comprehensive Economic Development Strategy (CEDS)

(Funding: Regional Economic Development Corp. of SE New Hampshire, UPWP, Local Dues)

Provide assistance to the REDC in updating of the 2017 Comprehensive Economic Development Strategy (CEDS), in support of on-going regional economic development planning efforts. The RPC's responsibilities will include updating demographic and economic data and assisting with reviewing and updating goals, objectives and recommendations, including the priority project list, researching status of major regional economic development projects and providing support and input at Steering Committee and REDC Board meetings. The original CEDS was completed in 2000; a major rewrite was completed in 2005 and 2010. Annual updates are completed for intervening years. The 2017 CEDS is not expected to be a major revision/update of the document.

EPA Brownfields Site Assessment Program

(Funding: EPA; Local Dues)

See the program description above under "Natural Resources & Environmental Planning"

Local Economic Development Forum for Legislators

(Funding: Local Dues)

The RPC Legislative Policy Committee will host the annual Legislative Forum with the topic focusing on the challenges and opportunities for economic development at the local level.

Natural Hazard Mitigation

Tides to Storms Project Implementation (Tides-to-Storms 2)

(Funding: Northeast Region Oceans Council; \$28,330)

Under this grant the RPC staff is providing technical assistance to each Coastal Community to identify and implement one or more resiliency related recommendations from the Tides to Storm project which was completed in 2015. Projects are as follow:

Portsmouth: Incorporate increase flood freeboard standards and flood proofing standards and prepare zoning and land development standards;

New Castle: Expand prime wetland designations and increase wetland buffer protections where appropriate;

Rye: Prepare draft Coastal Hazards and Adaptation Chapter for the Town's Master Plan;

No. Hampton: audit existing wetland and shoreline buffer standards; prepare recommendations to incorporate standards for areas of high risk and salt marsh migration;

Hampton: Review and audit Town's flood management ordinance and incorporate additional standards based on increase coastal flood vulnerability;

Hampton Falls: use Tides to Storms vulnerability mapping to prepare educational materials about resiliency and preparedness; conduct direct outreach to vulnerable residential neighborhoods; review potential amendments to building code and town regulation with Planning Board and Conservation Commission;

Seabrook: Prepare draft Coastal Hazards and Adaptation Chapter for the Town's Master Plan.

Climate Ready Culverts and Communities (C-RiSe)

(Funding: \$30,713 from NOAA) (Project Partners: UNH Stormwater Center and Strafford Regional Planning Commission)

RPC with the UNH Stormwater Center and Strafford Regional Planning Commission will assess the impact of climate change on culvert performance, and natural resources and infrastructure due to tidal changes from sea level rise and storm surge and produce mapping and assessment tools to inform municipal plans and decision making. In the fall of 2015, the project team will begin assessments in the 10 inland tidal municipalities: Newfields, Exeter, Stratham, Greenland and Newington in RPC's region; and Rollinsford, Madbury, Dover, Newmarket, and Durham in SRPC's region. RPC and SRPC will complete a vulnerability analysis of sea-level rise and storm flooding modeled on assessment done for the coastal communities in the RPC's Tides to Storms Project. RPC & SRPC will work closely with each of the Great Bay municipalities to incorporate information into hazard mitigation plans. The UNH Stormwater Center will complete a culvert analysis based on future climate conditions including projected increases in the frequency and magnitude of extreme precipitation events.

Hazard Mitigation Planning

(Funding: FEMA/NH Homeland Security/Emergency Management, RPC)

With funding support from NH Homeland Security/Emergency Management (through FEMA) the RPC works with most communities in the region to periodically update their Local Hazard Mitigation Plans at no cost to them. Maintenance of these plans ensures eligibility for FEMA grants for pre- and post disaster mitigation projects. In FY 2017, the RPC will work on Hazard Mitigation Plan updates for Portsmouth, Plaistow and North Hampton.

NOAA Project of National Significance – Coastal Resiliency

(Funding: NHDES Coastal Program/NOAA Project of National Significance)

The RPC will engage in two separate coastal flooding resiliency projects both funded under the State's

2016 approved application for NOAA Projects of Special merit, as follows:

Implementation Assistance for Coastal Risk and Hazards Commission Recommendations: The intent of this project is to assist in the implementation of recommendations from the Coastal Risk and Hazards Commission (CRHC), especially those directed at Great Bay coastal communities. Staff will work with the communities to identify the priority recommendations for them, and assist with implementation tasks. Staff will also participate on a working group to coordinate audits of existing state assets, statutes, rules, and agency policies affected by coastal flooding hazards from climate change.

Exeter Stormwater Resilience Project: RPC and Coastal Program staff will work with the Town of Exeter in updating key policies and engaging the public to enhance municipal capacity for planning for climate change and flood events, and to promote green infrastructure, low-impact development, and other effective means of stormwater management. The bulk of funds for this work will be passed through to a stormwater engineering consultant who will work directly with the Town on stormwater facilities and measures.

Other Regional Programs

Local Agriculture Support

(Funding: Local Dues)

Agricultural endeavors have a long history in the region and new trends in agriculture have spurred a revival of such activities in our communities, but at a smaller scale. Subsequent development in the region means that these land uses may conflict. The Commission has recently been asked by the communities of Newfields and Stratham to help local officials respond to the possible land use implications accompanying increased agricultural activities and to assist developing land use guideline to reduce and manage such conflict while allowing for a thriving agriculture sector of the region's economy.

Training for Local Land use Boards

(Funding: NHOEP Targeted Block Grant Local Dues)

See Targeted Block Grant, Task D, above.

Developments of Regional Impact Review

(Funding: Local Dues; OEP)

Continue to staff the Developments of Regional Impact Review Committee which reviews and comments on proposed development in the region that may have region-wide impact. (RSA 35:54-58) Work on strengthening the regional impact review process and local awareness, and update the RPC's Regional Impact Guidelines. Staff and or committee members will attend local land use board meetings as warranted to provide testimony on regional impact projects. See Targeted Block Grant, Task B, above.

Hazardous Waste Collection: (Exeter, Stratham, Newfields, East Kingston, Epping, Seabrook, South Hampton)

(Funding: Local Dues)

Coordinate multi-town cooperative hazardous waste collection each year, including grant application, volunteer and other logistics coordination. Undertook procurement of new HHW vendor in 2016.

Legislative Policy Development

(Funding: Local Dues)

The Legislative Policy Committee advises the Commission on proposed legislative proposals that relate to the Commission's areas of interest. Key activities will include: monitoring and tracking legislation of interest; developing and distributing RPC legislative policy priorities for the 2016-2017 legislative session; preparing testimony on proposed legislation were warranted, and sponsoring the annual RPC Legislative Forum.

Information Distribution

(Funding Source: Local; NHDOT; FHWA)

Newsletters; Website updates; Zoning Amendment Calendar; Other Planning Advisory Memos; Census Distribution; Law Lecture Series; Press Releases

Communications Outreach and Website Improvement

(Funding Source: Local Dues)

The RPC, with the assistance of a NH-based website design and development consultant, completed a full redesign and reconstruction of the RPC and MPO websites, including sections for general commission information, transportation, regional and community planning, environment maps and data, and general information on commission services and projects. An e-Newsletter was also designed and is being published on a monthly basis. Both will be further refined this year. Commissioners are working with staff to develop other ways to improve outreach, communication and reporting to members, including using a new set of services brochures and more consistent outreach visits to member communities.

Commission Standing Committee Support

(Funding: Local Dues; Administrative overhead)

Provide staff support as needed to the Commission and its standing committees, including Executive, Personnel, Nominating, Legislative and Regional Impact Committees. Support includes preparing for and attending meetings, preparing meeting agendas and materials, and carrying out other tasks as requested.

DRAFT

**LOCAL WORK PROGRAM FOR FY 2017
Rockingham Planning Commission**

July 1, 2016 – June 30, 2017

Atkinson	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • General transportation planning assistance (MPO). • Assistance with the Robert Frost/ Old Stage Coach (NH121) Scenic Byway Council and implementation of Byway Corridor Management Plan. • Updates to the Standard Map set. • General GIS mapping assistance.
Brentwood	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Assistance with updates to the Capital Improvements Program. • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee.
Danville	<p>NON-MEMBER - RPC maintains MPO transportation planning process ensuring continued eligibility for Federal-aid highway and transit funding for projects in Danville. All services provided are related to the MPO planning activities.</p> <ul style="list-style-type: none"> • General transportation planning assistance (MPO). • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval)
East Kingston	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Comprehensive updating of Subdivision Regulations. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(B) final approval)
Epping	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Updating to stormwater regulations via 604-B Water Quality Planning Grant. • Completing a Natural Resources Inventory (NRI) via a Targeted Block Grant. • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance, including providing historic flood map information. • Household hazardous waste collection day coordination.
Exeter	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Assistance to Housing Advisory Committee. • Completion of several Master Plan chapters, including housing, transportation and land use. • General transportation planning assistance (MPO). • Assistance with Complete Streets demonstration project(s) and policy development. • Program support for regional public transportation services via COAST. • TASC volunteer driver program assistance.

	<ul style="list-style-type: none"> • Exeter Transportation Committee and Exeter Station Committee (Downeaster) assistance. • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance to identify impacts from increased precipitation and coastal flooding through the Climate Risk in the Seacoast (C-RiSe) project.
Fremont	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Finalization of recodification of zoning ordinances. • Preparation of NHDES Local Source Water Protection grant application to enhance groundwater protection. • General transportation planning assistance (MPO). • Assistance with implementation of a Road Surface Management System (RSMS) • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee.
Greenland	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General transportation planning assistance (MPO). • Continued assistance to develop the East Coast Greenway, including state acquisition of Hampton Branch rail right-of-way and implementation of multi-use path. • Program support for regional public transportation services via COAST. • TASC volunteer driver program assistance. • Assistance with development of the Winnicut Watershed Trail Plan. • Updates to the Standard Map set. • General GIS mapping assistance. • Technical assistance to identify impacts from increased precipitation and coastal flooding through the Climate Risk in the Seacoast (C-RiSe) project.
Hampstead	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General transportation planning assistance (MPO). • Assistance with implementation of regional transit system CART. • Assistance with the Robert Frost/ Old Stage Coach (NH121) Scenic Byway Council and implementation of Byway Corridor Management Plan. • Updates to the Standard Map set. • General GIS mapping assistance. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
Hampton	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Assistance with preparation of a FEMA Community Rating System program application via a PREP grant. • Assistance with revisions to floodplain management ordinance via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • Assist Planning Board with development of an architectural design handbook for commercial development. • Implementation of the FEMA High Water Mark Initiative (pending approval of NHDES Coastal Program funding). • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway, including state

	<p>acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path.</p> <ul style="list-style-type: none"> • TASC volunteer driver program assistance • Assistance implementing the Route 1 Corridor Plan. • Updates to the Standard Map set. • General GIS mapping assistance.
Hampton Falls	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Updates to several Master Plan chapters, including natural resources, hazard mitigation and public utilities. • Assistance with revisions to their floodplain management ordinance via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • TASC volunteer driver program assistance. • Assistance implementing the Route 1 Corridor Plan • Updates to the Standard Map set. • General GIS mapping assistance, including tax map update for Town Assessor.
Kensington	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • General transportation planning assistance (MPO). • TASC volunteer driver program assistance. • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
Kingston	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Assistance with updates to the Capital Improvements Program. • General transportation planning assistance (MPO). • Assistance with municipal impacts of NH Route 125 project implementation. • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
New Castle	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Assistance with public outreach about the functions and benefits of wetland and saltmarsh buffers via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway. • Assistance with preparation of grant application for Transportation Alternatives Program. • Updates to the Standard Map set. • General GIS mapping assistance.
Newfields	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General transportation planning assistance (MPO).

	<ul style="list-style-type: none"> • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance to identify impacts from increased precipitation and coastal flooding through the Climate Risk in the Seacoast (C-RiSe) project.
Newington	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General transportation planning assistance (MPO). • Program support for regional public transportation services via COAST. • Traffic volume counts on McIntyre/Newington Road. • Updates to the Standard Map set. • General GIS mapping assistance, including updated open space map. • Technical assistance to identify impacts from increased precipitation and coastal flooding through the Climate Risk in the Seacoast (C-RiSe) project.
Newton	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Assistance with updates to the Capital Improvements Program • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
North Hampton	<ul style="list-style-type: none"> • Circuit Rider Services: assistance to Planning Board, including revisions to zoning and regulations; review of Site Plan and Subdivision applications. • Assistance with revisions to their wetland buffer ordinance via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • Assistance with preparation of stormwater regulations via a PREP grant. • Technical assistance to update the town’s Natural Hazard Mitigation Plan. • General transportation planning assistance (MPO). • TASC volunteer driver program assistance. • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • Assistance implementing the Route 1 Corridor Plan. • Updates to the Standard Map set. • General GIS mapping assistance, including revisions to the town’s Wetlands Conservation District map. • Assistance mapping historical resources for the Heritage Commission’s Historical Resources Inventory. <p>Little Boars Head Village District</p> <ul style="list-style-type: none"> • Circuit Rider Services: assistance to Village District, including revisions to zoning and regulations. • Assistance with preparation of grant application for Transportation Alternatives Program.
Plaistow	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Technical assistance to update the town’s Natural Hazard Mitigation Plan. • General transportation planning assistance (MPO). • Conducting complete streets implementation project along NH Route 121A • Assistance with municipal impacts of NH Route 125 project implementation. • Traffic volume and speed counts on Walton Road and Shady Lane for Highway Safety Committee.

	<ul style="list-style-type: none"> • Updates to the Standard Map set. • General GIS mapping assistance, including converting tax parcel data into KML file for general use.
Portsmouth	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Technical assistance to update the city’s Natural Hazard Mitigation Plan. • Assistance with research about options for site design and elevation of structures in high risk flood areas via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • Implementation of the FEMA High Water Mark Initiative (pending approval of NHDES Coastal Program funding). • General transportation planning assistance (MPO). • Program support for regional public transportation services via COAST. • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • Assistance implementing the Route 1 Corridor Plan, including currently implementing project from Ocean Road to Elwyn Road. • Updates to the Standard Map set. • General GIS mapping assistance. • Conduct NH Stream Crossing Assessment Inventory for hazard mitigation planning.
Rye	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Technical assistance to update the town’s Natural Hazard Mitigation Plan. • Assistance with preparation of a new Coastal Hazards and Climate Adaptation Chapter for the Master Plan via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • Assistance with preparation of a FEMA Community Rating System program application via a PREP grant. • Updates to several Master Plan chapters, including vision, climate change and natural resources. • Assistance with implementation of the FEMA High Water Mark Initiative (pending approval of NH Coastal Program funding). • General transportation planning assistance (MPO). • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • Assistance implementing the Route 1 Corridor Plan. • Updates to the Standard Map set. • General GIS mapping assistance, including development of Wetland District map for master plan work. <p>Rye Beach Village District</p> <ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested.
Salem	<p>NON-MEMBER - RPC maintains MPO transportation planning process ensuring continued eligibility for Federal-aid highway and transit funding for projects in Salem. All services provided are related the MPO planning activities.</p> <ul style="list-style-type: none"> • General transportation planning assistance (MPO). • Assistance with implementation of regional transit system CART. • Conduct NH Stream Crossing Assessment Inventory for hazard mitigation planning.
Sandown	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Conducting MS4 Stormwater Permit planning and compliance review via a Targeted

	<p>Block Grant.</p> <ul style="list-style-type: none"> • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval). • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee.
Seabrook	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Assistance with preparation of a new Coastal Hazards and Climate Adaptation Chapter for the Master Plan via Tides to Storms 2 Implementation grant from the Northeast Region Ocean Council. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval). • Technical assistance for preparation of a groundwater reclassification application. • General transportation planning assistance (MPO). • TASC volunteer driver program assistance. • Continued assistance to develop the NH Seacoast Greenway, including state acquisition of Hampton Branch rail right-of-way, management agreement development and implementation of multi-use path. • Assistance implementing the Route 1 Corridor Plan, including assisting in scoping a project from New Zealand Road to the Hampton Falls town line. • Updates to the Standard Map set. • General GIS mapping assistance. • Annual conversion of CAD based tax maps to GIS format and linkage of assessing data. • Provide mapping assistance to compile and review an updated zoning map. • Household hazardous waste collection day coordination. <p>Seabrook Beach Village District</p> <ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested.
South Hampton	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • Technical assistance to update the town’s Natural Hazard Mitigation Plan. • General transportation planning assistance (MPO). • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Technical assistance for the Collaborative Engagement and Capacity Building in the Powwow River Watershed (pending NHDES 604(b) final approval).
Stratham	<ul style="list-style-type: none"> • General planning technical assistance, including review of zoning ordinance and site plan and subdivision regulations as requested. • General transportation planning assistance (MPO). • Program support for regional public transportation services via COAST. • TASC volunteer driver program assistance. • Updates to the Standard Map set. • General GIS mapping assistance. • Household hazardous waste collection day coordination. • Water quality planning support via the Exeter-Squamscott River Local Advisory Committee. • Technical assistance to identify impacts from increased precipitation and coastal flooding through the Climate Risk in the Seacoast (C-RiSe) project.

ATTACHMENT 6

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MEMO TO: RPC Commissioners
FROM: Executive Committee
DATE: August 31, 2016
SUBJECT: Proposed Bylaw Amendment re: Legislative Policy Committee

At its June meeting the Executive Committee received a recommendation and proposed language from Barbara Kravitz, Chair of the Legislative Policy Committee to considered the question of whether the Legislative Policy Committee should be considered as one of the “Standing Committees” of the Commission. It was noted that that Committee is often referenced as one of the standing committees (in the Commissioners Handbook for example) yet it is not established as such in the Bylaws as are all the other Standing Committees.

After reviewing the recommendation and the proposed language the Executive Committee voted to recommend the change in the bylaws to the full Commission at the next Commission meeting. Accordingly, the Executive Committee recommends that an amendment be made to the RPC Bylaws to add the following section to Article XI (“Standing Committees”):

LEGISLATIVE POLICY COMMITTEE

The Legislative Policy Committee shall be established as a Standing Committee of the Rockingham Planning Commission and shall consist of up to seven (7) members appointed by the Executive Committee. A quorum of the Committee shall consist of three (3) members

The purpose of the the Legislative Policy Committee shall be to recommend to the Commission directly, or through the Executive Committee, positions and responses pertaining to proposed legislation in the General Court that it considers relevant and important to regional planning. Other duties of the Committee may include maintaining written legislative policies that are periodically presented for adoption by the Commission; providing testimony regarding legislation based on those policies; preparing educational materials on proposed or adopted legislation, and organizing an Annual Legislative Forum sponsored by the Commission.

In accordance with amendment procedures of the bylaws (Article VIII), proposed changes must be presented in writing 30 days prior to voting on the change. A vote on this amendment will be scheduled for the next Commission meeting.