

## RPC MPO POLICY COMMITTEE

### Meeting Minutes

March 8, 2017

Stratham Town Hall, Stratham, NH

**Members Present:** Phil Wilson, Chair, and Dan Derby, North Hampton; Richard McDermott, Hampton Falls; Robert Clark and Mike Turell, Atkinson; Tim Moore, Plaistow; Steve Gerrato, Greenland; Christina Sapp, Gretchen Gott, Raymond; Chris Cross, Newington; Don Clement, Langdon Plumer and Katherine Woolhouse, Exeter; Leo Gagnon and Lucy Cushman, Stratham; Michael McAndrew, New Castle; Joan Whitney and Peter Merrill, Kensington; Barbara Kravitz and Fran McMahon, Hampton; Jim Doggett, Newton; Phil Winslow, Rye; Joseph Foley, Epping; Glenn Coppelman and Peter Coffin, Kingston; Rad Nichols, COAST; and Liz Strachan. NHDES.

**Others Present:** Paul Deschaine, Town Administrator and Tavis Austin, Town Planner, Stratham; John Nyhan, Hampton Beach Area Commission; Lisa Wilson, North Hampton; Carol and Wayne Watgus, Raymond; Sunny Kravitz, Hampton; and Tim Roache, SNHPC.

**Staff Present:** Cliff Sinnott, Dave Walker, Scott Bogle, Julie LaBranche, Jenn Rowden and Roxanne Rines, RPC.

### 7:00 pm MPO Policy Meeting Opened

#### 1. Introductions

Attendees introduced themselves and stated what municipality they were from or the agency they represented.

**Deschaine** thanked the MPO for holding the meeting in Stratham and reviewed some of the projects and planning initiatives the Town is working on. He acknowledged the recent completion of the TE-funded Town Center sidewalk project and noted that it has helped spur redevelopment in the Center.

**Wilson** introduced and welcomed the new commissioners from Raymond, Christina Sapp and Gretchen Gott.

#### 2. Minutes of December 14, Policy Meeting

**Motion:** **Winslow** made a motion to approve the minutes of December 14, 2016, as written. **McDermott** seconded the motion. **Motion carried with four abstention.**

#### 3. MPO 2017-2020 Transportation Improvement Program Amendment #1

**Wilson** opened the Public Hearing on TIP Amendment #1 at 7:05 and invited Walker to summarize the amendment.

- A. Summary of Amendment #1: **Walker** stated the amendment includes 3 Statewide and 7 regional project changes that need approval, totaling \$12.8 million. The changes include additional funding needs, changes in scope and projects being added or removed. He gave a brief explanations and reviewed table 1. The TAC committee endorsed the amendment and has recommended approval by the Policy committee. Discussion ensued.
- B. Public & Policy Committee Questions and Comment: there were no comments or questions.
- C. Action to Approve Amendment #1: **Motion**: **Doggett** made a motion to approve the 2017-2020 Transportation Improvement Program Amendment #1 as presented. **Turell** seconded the motion. **Motion carried**.

**7:15 p.m. PUBLIC HEARING CLOSED**

**4. Update from Hampton Beach Area Commission – Draft Transportation Master Plan**  
– John Nyhan, Chair, HBAC and Fran McMahon, RPC HBAC Representative

**Nyhan** explained the makeup of the Hampton Beach Area Commission which has 9 members established in 2003. He reviewed the history of the Commission. He reviewed the recommendations that were included in the Draft Master Plan.

He reviewed the different alternatives, explaining the proposed changes: updating the State Park; changing traffic patterns; adding bike lanes; safer pedestrian access; restored and expanded sidewalks; and shifts in parking configuration.

Discussion ensued about where crosswalks would be located, concerns about bicycle lane north of North Beach; evacuation procedures; conservation issues; ways to establish safety on Ocean Boulevard; and including public transit service. Nyhan stated that al the main alternative will be carried into the design phase so that costs and feasibility can be comparatively evaluated.

The MPO members thanked Nyhan for the update.

**5. Other Business**

**Sinnott** stated the project solicitation for the Ten Year Plan ended this past Friday. **Walker** gave a brief review of the projects existing in the plan; and the new projects received. The potential program budget for the region should be around \$6.5 million. He continued that project prioritization will be completed for the April MPO meeting. **Sinnott** stated that meeting will be held in Raymond at the Rockingham Economic Development Center offices and NH DOT Commissioner Sheehan will be in attendance.

**Adjourn Meeting**

Meeting adjourned at 7:47 p.m.

Respectfully submitted,

Roxanne M. Rines, Recording Secretary

**RPC COMMISSION**  
**Meeting Minutes**  
March 8, 2017  
Stratham Town Hall, Stratham, NH

**7:47 p.m. Commission Meeting Opened**

**1. Introductions**

Attendees introduced themselves and stated what municipality they were from or the agency they represented.

**2. Minutes from September 16, 2016 and December 14, 2017 Commission meetings**

**Motion: Doggett** made a motion to approve the minutes of September 16, 2016, as written. **Turell** seconded the motion. **Motion carried with abstentions.**

**Motion: Coppelman** made a motion to approve the minutes of December 14, 2016, as written. **McDermott** seconded the motion. **Motion carried with abstentions.**

**3. MS4 Permit Released – What Now?**

**Rowden** stated the permit was issued on January 15 and goes into effect July 1, 2018. She gave a powerpoint presentation, stating that the main purpose of the permit is to address stormwater pollution. Ninety percent of the water pollution in surface water is either directly or indirectly attributed to storm water runoff.

She explained where the sources of pollution comes from explaining the majority come from road runoff. She reviewed the history of the permit. **Rowden** explained how towns need to prepare for when the permit goes into effect on July 1, 2017. She then reviewed the primary elements. The RPC will help municipalities update their regulations.

**Rowden** stated the permit does help to address the goals that all towns have in their Master Plans which is to protect water quality.

**LaBranche** stated the RPC has been preparing towns and reviewed the work she's done in Sandown, it has been very successful. She spoke about a presentation that she has given to several municipalities and explained that water does not stay within town boundaries.

She continued that staff has made a comprehensive set of tools for municipalities, which she reviewed. **LaBranche** stated the RPC will hold a couple of workshop series. The first one would be in early summer with the next to follow later and explained the subjects of both. She stated that the RPC has applied for a grant and explained how it would be used to help communities.

**LaBranche** reviewed another grant that will allow work in the Powwow Watershed. With a new administration there could be changes to EPA, which could cause issues. Discussion ensued.

#### 4. Personnel Committee Report

- A. Staff Update and Transition – **Sinnott** announced that he will be retiring in August. He stated he's been at the RPC for almost 30 years, 20 as Director and stated it's been a privileged to work at the RPC. **Sinnott** stated the RPC hired a GIS Transportation Analyst, Christian Matthews.
- B. Recommended Search Process for Executive Director – **Wilson** stated Sinnott's retiring will be a loss to the agency. The job description has been posted, he then reviewed the hiring process and timeframe.
- C. Personal Policy Amendments – **Sinnott** reviewed the amendments.

**Motion:** **Doggett** made a motion to approve the amendments to the Personal Policy. **Turell** seconded the motion.

**Whitney** stated she would like "may involve circuit rider duties" added to the Assistant Director and Assistant Planner job descriptions as a friendly amendment. **Doggett and Turell** accepted the friendly amendment. **Motion carried.**

#### 5. Other Business

- A. Legislative Policy Committee Update – **Kravitz** reviewed what the committee has been working on and the legislation that they are following. A handout with the bills and their language was distributed. She asked members to review the spreadsheet and contact any committee member if they have questions.

**Kravitz** thanked Moore for all of his help and work on the spreadsheet. **Moore** explained the structure of the spreadsheet. **Kravitz** thanked the members for their hard work.

**Clement** stated the Town of Exeter would like the RPC to oppose HB 182, which is about town budgets. The bill is horrible and bad for towns.

- B. FY 2017 – Updated Meeting Schedule – **Sinnott** asked members to pick up an updated schedule when leaving.

**Sinnott** stated the Annual Meeting is tentatively set for the Portsmouth Country Club and a speaker hasn't been chosen yet.

**Sinnott** thanked Dan Derby, Commissioner from North Hampton, for allowing the RPC to use some of his photos for the website.

- C. Other – No public comment received.

#### 6. Adjourn

Meeting adjourned at 9:18 p.m.

Respectfully submitted,  
Roxanne M. Rines, Recording Secretary