

**Minutes**  
**Rockingham Planning Commission**

**March 13, 2019**  
**Epping Town Hall, Epping NH**

**Commissioners Present:** B. Kravitz, Chairman, A. Carnaby (Hampton); J. Foley (Epping); P. Wilson (North Hampton); G. Coppelman, P. Coffin (Kingston); L. Plumer, G. English (Exeter); G. Gott, C. McCarthy (Raymond); P. Britz (Portsmouth); L. Cushman (Stratham); B. Donahue (Salem); R. McDermott, A. Brubaker (Hampton Falls); M. McAndrew (New Castle); T. Moore (Plaistow); J. Dogget (Newton); J. Kiszka (Plaistow); P. Merrill (Kensington)

**Guests:** J. Longval (RPC Consultant); S. Kravitz (Hampton); L. Wilson (North Hampton)

**Staff:** T. Roache (Executive Director); A. Pettengill (Business Manager)

- 1. Chairman Kravitz called the meeting to order at 7 p.m. and introductions were made around the room.**
- 2. January 9, 2019 Minutes**

It was noted that G. Gott should be added to the list of those "Present". *Daley moved to approve the Minutes of January 9, 2019 as corrected; Coffin seconded. **SO VOTED.***

- 3. Renewable Energy Presentation - Venu Rao, Hollis NH Energy Committee**

Rao explained how the Hollis Energy Committee began and its goal to convert all the municipal and school buildings in the Town to sustainable energy sources. He reviewed many sources of renewable energy and benefits of each and he discussed the process of educating the town about renewable energy. He also reviewed the benefits of changing the Police to electric cars and the cost savings associated with that. A question and answer period followed the presentation.

- 4. Electricity Aggregation – Jill Longval, RPC Consultant**

Longval explained that the goal of Electricity Aggregation is to purchase electricity as a group from a competitive supplier at a lower rate than each member could receive on its own. She gave a timeline for those communities looking to participate in the RPC Electricity Aggregation. She reviewed what savings can be expected and how Commissioners can get their community involved. Everyone was encouraged to attend a meeting at the RPC on Monday March 18<sup>th</sup> to discuss contract details and timeline. Discussion followed.

**5. Roundtable**

Commissioners reviewed town meeting related updates from their community.

*Meeting adjourned at 8:55 p.m.*

Respectfully submitted,  
Annette Pettengill, Recording Secretary

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## 2019 NOMINATING COMMITTEE REPORT

TO: RPC Commissioners

FROM: Nominating Committee *Glenn Coppelman, Kingston; Barbara Kravitz(Chair), Hampton; Alan Davis, Hampstead; Lucy Cushman, Stratham, Phil Wilson, No. Hampton (ex officio)*

DATE: May 8, 2019

SUBJECT: **Proposed Slate for Officers and Executive Committee, FY 2020**

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This Report of the Nominating Committee is prepared in accordance with Article V, Section 2 of the Commission Bylaws requiring that the Nominating Committee submit a report with nominations for Commission officers and at-large positions for the ensuing year be distributed to the membership at least 30 days prior to the annual meeting.

Nominating Committee Membership for FY2019, appointed by Executive Committee vote on 02-27-19: Glenn Coppelman, Kingston; Barbara Kravitz(Chair), Hampton; Alan Davis, Hampstead; Lucy Cushman, Stratham, Phil Wilson, No. Hampton (ex officio)

The Committee met on March 27th and again on April 24th to consider nominations for Officers and Executive Committee members for the ensuing fiscal year. Prior to these meetings, a general announcement for nominations was made at the March 8th and April 10th Commission meetings. In addition, email reminders were sent to all commissioners notifying them that the Nominating Committee would be considering nominations for Commissioners interested in serving on the Executive Committee as well as other standing committees.

At the meeting on March 27th, the Nominating Committee reviewed the current roster of all committee memberships and assignments, tenure and resignations. The Committee reviewed bylaw requirements, potential candidates, and reaffirmed the general objective of officers succeeding from Secretary to Vice Chair and then to Chair, and the understanding that officers are encouraged to serve two one-year terms as they are willing and able.

Based on this approach, the Nominating Committee developed the proposed slate for FY 2020 shown below, which includes the addition of two new at-large members.

This report and any further revision to it will be distributed for consideration at the RPC annual meeting to be held on June 12, 2019. Additional nominations will be accepted from the floor during the Annual Meeting.

**PROPOSED OFFICERS AND EXECUTIVE COMMITTEE  
FOR FISCAL YEAR 2020**

***Officers:***

Chair	Barbara Kravitz, Hampton
Vice Chair	Richard McDermott, Hampton Falls
Treasurer	Mike Turell, Atkinson
Secretary	Glenn Coppelman, Kingston
Past-Chair	Phil Wilson, North Hampton

***At-Large Members:***

1. Mike Rabideau, Seabrook
2. Tim Moore, Plaistow
3. Michael McAndrew, New Castle
4. Lucy Cushman, Stratham
5. Lang Plumer, Exeter
6. Peter Merrill, Kensington
7. Alan Davis, Hampstead
8. Christina McCarthy, Raymond

Rockingham Planning Commission  
FY 2020 Proposed Budget

			Proposed Revenue	Match/Dues Allocation	Contracted Services
		<b>Resources</b>			
		<b>Local Dues</b>			
1		Local Dues	\$ 166,181.00		
2		Dues Funded Services/Committees			
3		Aggregated Town Services		\$ 25,000.00	
4		Local Services		\$ 25,000.00	
5		<b>State and Federal Contracts</b>			
6		<b>Transportation</b>			
7		NHDOT DOT Highway Planning	\$ 552,077.00	\$ 61,342.00	\$ 27,000.00
8		Transit Economic Development Plan	\$ 34,000.00	\$ 2,500.00	\$ 7,500.00
9		CTAP TDM Ride share	\$ 16,000.00	\$ 2,000.00	
10		CART Planning Services	\$ 1,500.00		
11		FHWA Multi-modal Bicycle LTS	\$ 54,300.00	\$ 2,200.00	\$ 43,300.00
12		<b>Environment/Water/Climate</b>			
13		Coastal Program TA	\$ 12,500.00	\$ 12,500.00	
14		NHDES PSM Coastal Resilience (CRIZ)	\$ 3,000.00		
15		NHDES PSM Coastal SHIFT	\$ 26,666.00		\$ 5,000.00
		NHDES Great Bay Salt Marsh	\$ 3,500.00		
16		NHDES Sourcewater Protection - Reg DW Plan	\$ 20,000.00		
17		NHDES Sourcewater Protection - Regional Education	\$ 13,000.00		
18		NHDES 604B Powow Watershed	\$ 1,000.00		
19		NHDES 604B Country Pond	\$ 61,500.00		\$ 46,000.00
		UNH Climate in the Classroom	\$ 2,000.00		
20		<b>Hazard Mitigation</b>			
21		FY 20 HSEM Hazard Mitigation	\$ 15,000.00		\$ 14,000.00
22		<b>Targeted Block Grant</b>			
23		OEP TBG	\$ 11,111.00		
24		<b>Sub Total State/Federal Contracts</b>	\$ 827,154.00		
25		<b>Grants</b>			
26					
27		<b>Sub Total Grants</b>	\$ -		
28		<b>Local Planning Contracts</b>			
29		<b>Circuit Rider Services</b>			
30		Plan Review Income			
31		East Kingston	\$ 11,760.00		
32		Fremont	\$ 11,060.00		
33		Kensington	\$ 10,430.00		
34		Newton	\$ 12,810.00		
35		Atkinson	\$ 9,240.00		
36		Hampton Falls	\$ 19,600.00		\$ 14,000.00
37		N. Hampton	\$ 20,370.00		
38		<b>Local Grant Match</b>			
39		Local Matching	\$ 2,000.00		
40		<b>Other Local Contracts</b>			
41		Newington MP Phase 2	\$ 10,000.00		
42		Rye Land Use Ordinances	\$ 7,333.00		
46		Regional HHW Management	\$ 4,000.00		
47		REDC -- CEDS	\$ 6,000.00		\$ 5,000.00
48		ERSLAC Tech. Assistance	\$ 2,000.00		\$ 2,000.00
49		Atkinson MS4	\$ 6,000.00		
52		Rye Shoulder Study	\$ 3,500.00		
		Misc Local Contract	\$ 1,000.00		
54		<b>Other local Income</b>			
55		Hampstead RSMS	\$ 3,000.00		
56		Plaistow Build Out	\$ 6,000.00		
		Exeter Build Out	\$ 3,500.00		
57		<b>Total Local Planning Contracts</b>	\$ 149,603.00		
58		<b>Other Income</b>			
59		Misc Income	\$ 2,000.00		
61		<b>Total Other Income</b>	\$ 2,000.00		
62			\$ 1,144,938	\$ 130,542	\$ 163,800

Rockingham Planning Commission  
FY 2020 Proposed Budget

				<b>Proposed Revenue</b>	<b>Match/Dues Allocation</b>	<b>Contracted Services</b>
63			<b>Expenses</b>			
64				<b>Proposed Expenses</b>		
65			Salaries	\$ 613,236.63		
66			Contracted Services	\$ 163,800.00		
67			Legal Services	\$ 1,000.00		
68			Travel & Expenses	\$ 10,000.00		
69			Bank Service Charge	\$ 350.00		
70			Taxes-Payroll	\$ 46,913.00		
71			Unemployment Insurance	\$ 500.00		
72			Health Insurance	\$ 44,876.25		
73			Health Stipend	\$ 12,000.00		
74			Dental Insurance	\$ 6,100.00		
75			Life & Disability Insurance	\$ 3,800.00		
76			Retirement - 457 Plan	\$ 26,805.22		
77			Retirement - NHRS	\$ 39,519.97		
78			General Insurance	\$ 4,000.00		
79			Rent	\$ 51,000.00		
80			Janitorial	\$ 2,000.00		
81			Telephone & Internet	\$ 4,100.00		
82			Office Supply and Events	\$ 10,000.00		
83			Postage	\$ 1,000.00		
84			Audit	\$ 12,000.00		
85			Utilities	\$ 7,100.00		
86			Contract Printing	\$ 2,000.00		
87			Newspaper and Media	\$ 1,000.00		
88			Equipment and Software Maintenance	\$ 17,500.00		
89			Dues & Subscriptions	\$ 22,600.00		
90			Training, Workshops, Conf.	\$ 5,000.00		
91			Accounting	\$ 300.00		
92			Payroll Processing	\$ 500.00		
93			Miscellaneous	\$ 2,000.00		
94			Equipment Purchases	\$ 5,000.00		
95			Reserve	\$ 28,936.94		
96						
<b>Total EXPENSES</b>				<b>\$ 1,144,938.00</b>		
				\$ -		