

MINUTES

Rockingham Planning Commission Executive Committee

August 28, 2019
RPC Office, Exeter NH

Committee Members Present: B. Kravitz (Chairman); R. McDermott (Vice Chair); M. Turell (Treasurer); G. Coppelman (Secretary); P. Wilson (Past Chair); M. McAndrew, C. McCarthy, M. Rabideau, T. Moore, L. Plumer (Members at Large)

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

1. **Call to Order:** Chairman Kravitz called the meeting to order at 4:30 p.m.
2. **Minutes of June 26, 2019**

*Turell moved to approve the Minutes of June 26, 2019 as presented; McDermott seconded. **SO VOTED.** 2 abstentions*

3. **Financial Report**

June, 2019 End of Fiscal Year Financial Report: Roache noted that the unaudited June 30th Financial report shows a net revenue for the year of \$49,614. So even though we received \$3,622 less than anticipated in Revenue, we also spent \$30,649 less than anticipated in Expenses. There are some expense items we can dial back in the current budget.

July, 2019 Financial Report: Roache noted that revenue appears at a high percentage because the FY 2020 total dues received is a lump sum Revenue item for July.

June & July Dashboard: Roache stated that \$5,000 was recently added to the Holding Account reserve and cashflow is still good. He noted that there's a possibility of 3 more circuit rider contracts coming and if that happens it may be time to hire an additional land use planner. Roache has visited Seabrook and Greenland recently and will be seeing Kingston and bringing Dave Walker with him. Next on the schedule is Hampstead, Plaistow, and South Hampton. More GACIT hearings are coming in October and he encouraged Commissioners to attend. He noted that staff is working on a Communications Plan to illustrate the RPC's long term goals. Discussion followed.

4. New Business

a. Legislative Forum Topic & Date

Roache stated that Until has confirmed the November 13th date, but it may be good to think about moving the Forum to January or February in future years. Possible Topics for this year: public transportation & transit; integrated planning – land use challenges; Water & PFOAs; Housing; Economic Development/taxation in NH & implications on business and land development and employment. Discussion followed.

b. Seacoast Greenway Update

Roache explained that the Hampton Branch Rail Trail is a 9.6 mile trail from Portsmouth to Hampton and was recently purchased from Pan Am by NHDOT. Work to upgrade the trail surface will begin soon. The whole project really was in great part due to the efforts staff member Bogle, who worked tirelessly on getting this purchase to fruition and did a great job at being persuasive with all parties involved and sticking with it. Wilson commented that Bogle is recognized as a knowledgeable and customer sensitive professional. Rabideau also commented that Bogle is a great networker and was instrumental in bringing everyone to the table. The Committee acknowledged Bogle's commitment and contributions to the project.

5. Old Business

- a. RPC Commission Meeting Topics: Roache used previous Commissioner survey results to put together a draft list of possible topical meetings for the upcoming year.
- b. September Commission meeting: September's meeting will be held in Stratham with a speaker from NH Homeland Security and Emergency Management (NHHSEM) to speak about Hazard Mitigation grant planning.
- c. Electricity Aggregation update: Request for Proposals went out to electricity suppliers and 12 submitted to be participants. Once the bids are reviewed and participant selected, the contract will be prepared and then the participating municipalities will benefit through a discounted rate.

6. Other Business

Coppelman noted that Kingston is looking for a full time Fire Chief & Emergency Management Director; A memo was sent to members regarding a change to the Housing Appeals Board Legislation (306) and the Legislative Policy Committee will meet soon to respond to amendments. Discussion followed.

7. Public Comment – None

Meeting adjourned at 5:55 p.m.

Respectfully submitted,
Annette Pettengill, Recording Secretary
