

MINUTES
Rockingham Planning Commission
ANNUAL MEETING
June 10, 2020

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

Commissioners Present: B. Kravitz, Chairman, A. Carnaby (Hampton); R. McDermott, A. Brubaker (H. Falls); J. Doggett, M. Allen (Newton); P. Wilson (North Hampton); G. Coppelman, P. Coffin (Kingston); L. Plumer (Exeter); E. Moreau (Portsmouth); S. Gerrato (Greenland); M. McAndrew (New Castle); J. Kiszka, T. Moore (Plaistow); C. Cross (Newington); A. Davis (Hampstead)

Staff: T. Roache (Executive Director); D. Walker (Assistant Director); J. Rowden (Sr. Planner); A. Pettengill (Business Manager)

- 1. Chairman Kravitz called the meeting to order at 7:00 p.m. Remote Meeting via ZOOM Conference Call per RSA 91-A:2, III(b)**
- 2. Minutes of January 8, 2020**

*McAndrew moved to approve the Minutes of January 8, 2020; Kiszka seconded. Roll Call vote was taken. 4 abstentions **SO VOTED.***

- 3. Election of Officers/Executive Committee for FY 2021**

Roache stated that the Nominating Committee of the RPC met to consider nominations for Officers and 2 vacancies for At Large positions for the upcoming fiscal year on March 25th and April 22nd. Their proposed slate was announced more than 30 days prior to this Annual Meeting. He noted that Elizabeth Moreau of Portsmouth agreed to fill an At Large position. He noted there was one additional vacancy still unfilled. He asked if there were any nominations from the floor; Doggett volunteered to fill an At Large vacancy. *Plumer nominated Doggett to fill the remaining At Large position; Moore seconded the nomination. Roll Call vote was taken. **SO VOTED.***

*McAndrew moved to approve the proposed Slate of Officers as amended; Coppelman seconded. Roll Call vote was taken. **SO VOTED.***

Roache thanked Kravitz for her leadership as Chairman for the past two years. He noted it's rare to find someone so passionate and willing to work with all the changes that occurred at the RPC during her reign. Kravitz stated she wished to return the accolade back to Roach as he exhibited great passion and hard work and is an extraordinary Director. Kravitz also thanked the staff for working together during the year to accomplish many great goals.

4. FY 21 Work Program & Budget

Roache presented the FY 20 Work Program highlights beginning with the improvements made to the RPC's communication activities and the public outreach efforts with a new logo, an updated newsletter and website, and new office signage. He reviewed several of the past year's projects such as the MPO Bicycle Level of Stress Study, Transit Needs Assessment, Rte 33 Congestion Analysis, Seacoast Transportation Corridor Vulnerability Assessment Plan. He also reviewed many local work projects including MS4 work for several towns, Source Water Protection, Country Pond Management Plan, Fremont, Newington, and Hampton Falls MP chapters, Stratham Tax maps, Salem Build Out, Fremont & North Hampton Natural Resource Inventories, Exeter multi-family Housing Story Map and Hampstead Road Surface Management System, to name a few. He stated that the RPC coordinated with the Exeter Economic Director, and Rockingham Economic Development to get COVID 19 programs out to the public and business community. He also noted that the RPC went viral with their live stream public hearing using Publicinput.com for the 2019 Transportation Improvement Plan Amendment. Public Input highlighted the RPC's accomplishment through their national newsletter.

Roache stated the FY 21 Budget totals at \$1,095,869 which is on par with prior years. He noted however, that this budget has less local projects than usually assumed due to the unknown effects of the pandemic. He explained that as usual, the Transportation program is responsible for 59% of the revenue and other local work initiatives and dues make up 30% of the revenue. Town Circuit Rider services and state funding make up 11%. With expenses being down due to the pandemic and staff working at home, the potential reserve is \$15,743. He reviewed some of the FY 21 initiatives/projects, such as Coastal Resilience work with North Hampton & Little Boars Head Coastal Hazards & Adaptation Master Plan chapters, Exeter Resilience/Sustainability, SVTCA Project, Long Range Transportation/Ten Year Plan project solicitation, TIP & STIP updates, NH Seacoast Transportation Corridor Vulnerability Assessment Plan, Regional Housing Needs Assessment, Regional Master Plan Update, continued MS4 permit assistance, master planning, tax map and source water protection mapping, and online regional map set updates.

Roache stated that the FY 21 Budget was reviewed by the Executive Committee in March and April and they recommended adoption by the full Commission at their May 27th meeting. Discussion followed regarding appreciation for the conservative budgeting and how the pandemic has affected tolls and gas tax and may affect the next funding cycle for UPWP funds. Rowden stated there were no public input comments being received. *Gerrato moved to approve the FY 21 Work Program and Budget as presented; Plumer seconded. A Roll Call vote was taken. Coppelman abstained. **SO VOTED.***

5. Other Business/Public Comment

Roache reminded everyone to complete their Census survey and remind their town boards as well. Kravitz thanked all the commissioners for their commitment and the staff for their work at creating smooth and efficient online meetings.

Meeting adjourned at 7:59 p.m.

Respectfully submitted,
Annette Pettengill, Recording Secretary