



Upper Valley Lake Sunapee Regional Planning Commission

UVLSRPC Full Commission Meeting

Wednesday, February 10, 2016

6:00 PM – 8:00 PM

UVLSRPC Office ▪ 10 Water Street ▪ Lebanon, NH

Approved April 13, 2016

Meeting Minutes

Commissioners Present:

Thain Allan-Grantham
Dan Brand-Lyme
Kate Connolly-Hanover
Ann Green-Orford
Peter Guillette - Grantham
Jeff Kessler- Newport

Judith Lindahl-Orange
Carl Porter-Lebanon
Nancy Rollins-New London
Steve Schneider-Enfield
Josh Trow-Sunapee
Bill Wilmot - Newport
John Yacavone - Plainfield

Staff Attending:

Chris Courtemanche
Nate Miller
Mike McCrory

I. **Call to Order**

Chair Jeff Kessler called the meeting to order at 6:00 PM.

II. **Minutes from December 9, 2015**

Ann Green moved to approve the December 9, 2015 minutes. Josh Trow seconded. The motion passed with Bill Wilmot abstaining.

III. **Staff Presentation: Upper Valley Climate and Health Plan (Mike McCrory)**

Mike McCrory's presentation slides are affixed to these minutes.

IV. **Contract Authorizations**

Nate Miller noted that we need authorization from the Commission for the 2016 New Hampshire Department of Environmental Services (NHDES) Household Hazardous Waste Collection grant funding and New Hampshire Department of Health and Human Services (NH DHHS) Climate and Health Plan Implementation funding.

- The NHDES HHW Collection Grant will total approximately \$13,000 with the following collection dates:
 - May 21, 2016 – Lebanon
 - June 18, 2016 – Newbury
 - August 20, 2016 – Newport
 - October 15, 2016 – Lebanon
 - October 15, 2016 – Piermont (satellite collection)
- The NHDHHS/DHMC funding for implementation of the Upper Valley Climate and Health



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Plan totals \$15,707.

Thain Allan moved to authorize the contracts for NHDES Household Hazardous Waste Collections and New Hampshire Department of Health and Human Services (NH DHHS) Climate and Health Plan Implementation funding. Bill Wilmot seconded. The motion passed unanimously.

V. **Update on Submitted Grant Applications**

Nate noted that the U.S. Department of Agriculture (USDA) Solid Waste Management Grant was submitted in December for \$204,820. The Intergovernmental Review process has been completed, with 100% concurrence. We should hear from USDA in the Spring. In addition, the EPA Brownfields Assessment application was submitted in December for \$400,000 (\$200,000 for hazardous substances assessment, \$200,000 for petroleum assessment). We expect to hear in late Spring.

VI. **Executive Committee Report**

- The joint Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) -Two Rivers Ottaquechee Regional Commission (TRORC) -Upper Valley Adaptation Workgroup (UVAW)-Vital Communities meeting was held on January 20th with great participation. The video of the evening can be viewed on facebook or on the UVLSRPC website.
- UVLSRPC vehicle lease – Nate noted that the current vehicle lease is up in March. We currently pay \$388.00 per month for a Toyota RAV 4. UVLSRPC staff is interested in leasing a Ford Transit Connect van for fieldwork purposes. Giving the timing, we will need the Commission to designate the Executive Committee to authorize entering into a lease in March. *Bill Wilmot made a motion to authorize the UVLSRPC Executive Committee to approve entering into a new lease up to \$400.00 per month. Dan Brand seconded. The motion passed unanimously.*

VII. **Finance Committee Report**

Peter Guillette reported that we are in a sound financial position and overall everything is going smoothly. Both Nate and Yutian feel comfortable that this arrangement is working well.

VIII. **Executive Director's Report – Nate Miller reported the following:**

- The nine Regional Planning Commission Executive Directors will be meeting with the Federal Delegation staff tomorrow. Among other items, they will be discussing the state-by-state allocations under the Fixing America's Surface Transportation Act (FAST).
- The New Hampshire Association of Regional Planning Commissions (NHARPC) Legislative Breakfast is scheduled for February 17, 2016 at 8:00 am in the State House cafeteria.
- The 2nd Annual NHARPC Commission Convening will be held on May 12, 2016, more details to follow.
- The Ten-Year Plan has made it through the Governor's Advisory Commission On Intermodal Transportation (GACIT) and Governor Hassan's review. It is now a bill (HB 2016) and will be in front of the Public Works and Highways Committee.
- UVLSRPC staff will be assisting the City of Claremont in their Master Plan Visioning.



- UVLSRPC staff will possibly be assisting the Town of Wilmot with their Master Plan update.
- The NH Municipal Technical Assistance Program grant applications are due on April 4th.
- Sullivan County is making good progress on their Rural Business Enterprise Grant to look at how to use the County Farm for agricultural economic development.
- UVLSRPC has the ability to cover 50% of culvert inventory costs. If your municipality is interested, let us know.
- Spoke with Smart Growth America – there may be an opportunity for a technical assistance workshop at no cost to us.
- Roger Hawk passed away last month after a long medical battle. Roger was well known in the planning community in New Hampshire and will be greatly missed.

IX. **Commissioner Update/Announcements**

Peter Guillette reported Grantham is making progress on the Master Plan. In addition, the Planning Board approved a new business “Graces Grantham Café” off I-89 Exit 13. The owners hope to open in May.

Kate Connolly reported the Town of Hanover Planning and Zoning department is still working on re-organizing the zoning ordinances. Also, a new zoning amendment has been proposed by Dartmouth College which could lead to the construction of a parking garage along West Wheelock Street as part of a campus expansion plan. If approved, the amendment would extend the campus’s institutional district to the intersection of West Wheelock and Thayer Drive allowing the college to build a structure up to 60 feet high.

Ann Green reported that Orford’s Conservation Commission was successful in acquiring a LCHIP grant of \$92,000, which allows Orford to proceed with the purchase of conservation lands around Mason Pond.

Dan Brand reported that Lyme’s Workforce Housing Inventory report is up in the air at this time. On the bright side, people are very happy with the recent improvements to the park-and-ride facility. In addition, the Lyme Roads Committee has been very active. Dan noted that the Goose Pond Road improvement project has been put aside due to the priority of River Road.

John Yacavone reported that, in an effort to make Plainfield property ownership more attractive and to provide more affordable business options in the Village Residential zone, the Planning Board is proposing two changes at Town Meeting. This year’s work follows the effort two years ago when Plainfield became only the second community in the area to allow detached accessory dwelling units.

Bill Wilmot reported that Newport is in the middle of a Budget process review. The Newport Selectboard has also been reviewing options for rehabilitating or replacing the Elm Street bridge.



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Josh Trow reported that Sunapee's bridge status is unchanged, but the town is hoping to get a couple of years out of it before it will be closed. An engineer will be retained to find out what needs to be done to bring the bridge up to code.

Carl Porter reported that the City of Lebanon Planning Board has the following active applications:

- DHMC- 28,200 square-foot, 12-bed palliative care facility;
- Altaria Lebanon Park, LLC Phase II;
- Carter Country Club, Inc residential development;
- ICV proposal for apartment building;

Carl Ported noted that, in addition to the active applications, a series of updates are being prepared for the Lebanon Zoning Ordinance.

Nancy Rollins reported the following items from the Town of New London:

- Moved their Town Meeting back from May to March;
- Bids have been put out for the rehabilitation of Pleasant Lake Dam;
- The Town will be considering taking ownership of a 39.80 acre parcel on Davis Hill Road;
- Growing issue with criminal activity at the commuter parking lot off Exit 12. New London requested cameras but that request was denied by the state.

X. **Adjourn**

John Yacavone moved that the meeting be adjourned at 8:10 PM. Nancy Rollins seconded.

Minutes prepared by Chris Courtemanche

Next meeting scheduled for April 13, 2016