



Upper Valley Lake Sunapee
Regional Planning Commission

Minutes of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)
Finance Committee Meeting
Wednesday, June 11, 2014
UVLSRPC Offices, 10 Water Street, Lebanon, NH
Approved July 30, 2014

Committee Members Present:

Katherine Connolly, Hanover
Peter Guillette, Grantham
Larry LeClair, Lebanon
Jeff Kessler, Newport

Others:

Nate Miller, staff
Chris Courtemanche, staff

I. Call to Order

Kate Connolly called the meeting to order at 4:05 pm.

II. Minutes of the meeting from May 27, 2014

Larry LeClair moved to approve the minutes of May 27, 2014. Peter Guillette seconded and the motion passed unanimously.

III. Review April 2014 Finance Statement

Yutian Zhang commented on the April statement noting that we are holding our own and finances look good to date. Yutian noted he is still working on May's statement. Yutian also mentioned that the brief one page summary will be presented at the Annual Meeting. The Committee suggested that we should incorporate an amended budget when a new contract exists in the future so that the finance statements are more accurate. Yutian reported that with the finances being in good standing, the Commission is in a good position to add to the Reserve fund in August.

IV. Discussion of FY15 Budget

Nate Miller presented the Committee with an updated draft version of the FY15 budget with both the expenses and revenue on one sheet of paper making it easier to read. Nate noted that with the current budget, the Commission is 89% covered on Tier 1 revenues, which puts us slightly ahead of previous years. Nate also noted that since we received the USDA Grant, the expense side of the budget will increase due to office expenses, two

conferences, equipment, advertising, and publication expenses. In Tier 2 projects, Nate noted that we should hear about the TIGER Grant sometime in the summer. The EPA Healthy Communities Grant application is due on Friday, and we are currently scoping the Healthy NH Foundation grant. The Clean Water Act Section 604(b) grant is being scoped, and we are looking at a project to assess stream crossings in the Little Sugar River watershed. Nate also noted that in Tier 3, we are looking at a potential application to the EPA Brownfields Assessment Program.

Nate mentioned that other RPCs are hopeful that the Regional Environmental Planning Program (REPP) through the NH Department of Environmental Services will eventually be reinstituted in the future.

V. **Other Business**

Nate requested that Peter Guillette stay for the Executive Committee Meeting so he can be updated regarding staff changes. Nate noted that the workload is heavy right now due to closing out projects at the end of the fiscal year, but should be back to normal in July.

VI. **Adjourn**

Larry LeClair moved to adjourn the meeting at 4:45 pm. Peter Guillette seconded.

Minutes prepared by Chris Courtemanche