



Upper Valley Lake Sunapee
Regional Planning Commission

Minutes of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)
Executive Committee Meeting
Wednesday, February 25, 2015
UVLSRPC Office- 10 Water Street, Lebanon, NH
Approved March 25, 2015

Committee Members:

Katherine Connolly, Hanover
Peter Guillette, Grantham
Jeff Kessler, Newport
Nancy Rollins, New London
Steve Schneider, Enfield

Others:

Nate Miller, Staff

I. Call to Order

Chair Jeff Kessler called the meeting to order at 5:05 PM.

II. Minutes of the meeting from January 28, 2015

Peter Guillette moved to approve the minutes of January 28, 2015. Kate Connolly seconded and the motion passed unanimously.

III. Update on FY 2016-2017 Unified Planning Work Program

Nate Miller reported on the status of the Commission's FY 2016-2017 Unified Planning Work Program (UPWP) with the New Hampshire Department of Transportation (NHDOT). This is the Commission's largest single contract and funds almost all of the UVLSRPC's transportation-related work.

UVLSRPC's draft FY 2016-2017 UPWP has been submitted to the NHDOT for review. The proposed UPWP budget represents a reduction of approximately 10% in the federal funding supporting the program. This 10% reduction will affect all Regional Planning Commissions as the NHDOT will be charging the Federal Highway Administration approximately 10% of the value of each UPWP contract to cover their indirect costs. The federal funds are matched with a combination of UVLSRPC dues and state toll credits.

The work program will change slightly to respond to the region's transportation needs. Thus, there will be an additional emphasis on culvert and asset related data collection to assist our communities in climate adaptation planning efforts.

IV. Discussion of HB 646

The Committee discussed the current status of House Bill (HB) 646. This bill would allow public bodies to charge for records retrieval under RSA 91-A under certain circumstances. The bill is being strongly supported by the NH Municipal Association, as some municipalities and public agencies in New Hampshire have received vague and broad records requests (e.g. “all emails and correspondence for the past five years”). Nate Miller advised that the UVLSRPC has not received any information requests that were vaguely defined, so it hasn’t been a significant issue for the Commission.

Kate Connolly advised that the Executive Committee should watch this bill, and if necessary, consider asking the full Commission to endorse it at the April meeting. Executive Committee members concurred with this approach.

V. Discussion of UVLSRPC Ten-Year Transportation Improvement Plan Solicitation

Nate Miller reviewed the 2017-2026 Ten-Year Transportation Improvement Plan Development Process that UVLSRPC is conducting in accordance with RSA 228:99 and RSA 240.

Schedule:

- Solicitation letters sent to municipalities in mid-February.
- Municipal responses due by April 15th.
- TAC Scoring Subcommittee prioritization during week of April 20th.
- Full TAC adoption and submission of priorities to NHDOT during week of April 27th.

Projects of Interest:

- Emergency projects that address an immediate safety concern.
- Projects proposed for construction during the final two years of the plan (FY 2025 and FY 2026).
- Projects that are no longer needed and can be removed from the plan.
- Existing projects that can be implemented in phases.

Project Submissions:

UVLSRPC has solicited project recommendations from the following sources:

- Municipal Selectboards
- Municipal Planning Boards
- Municipal Public Works Departments
- NHDOT District 2
- NHDOT District 4
- NHDOT Bureau of Bridge Design

Constraints/Assumptions:

- Assume a regional budget target of \$82,000,000 over the ten year period.
- Assume that projects currently scheduled for FY 2015 and FY 2016 will be completed on schedule (before the start of the 2017-2026 TYP) and will not count against regional

budget.

VI. Update on UVLSRPC Regional Plan

Nate Miller advised that the comments received on the draft Regional Plan are being compiled and that the UVLSRPC Regional Planning Committee will be meeting in March to review the comments and advise on plan edits.

VII. Adjourn

Kate Connolly moved to adjourn the meeting at 6:00 PM. Peter Guillette seconded.

Minutes prepared by Nathan Miller