



Upper Valley Lake Sunapee Regional Planning Commission

Minutes of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)

Executive Committee Meeting

Wednesday, September 29, 2015

UVLSRPC Offices • 10 Water Street • Lebanon, NH

Approved December 2, 2015

Committee Members Present:

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

Others:

Nate Miller, Executive Director
Chris Courtemanche, Administrative Assistant

I. Call to Order

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

II. Non-Public Session under RSA 91-A:3 II (a)

Kate Connolly moved to enter non-public session at 5:05 PM. Nancy Rollins seconded. Roll Call vote to enter nonpublic session:

- Nancy Rollins – Yes
- Kate Connolly – Yes
- Peter Guillette - Yes
- Jeff Kessler – Yes

Kate Connolly moved to exit non-public session at 5:15 PM. Nancy Rollins seconded and the motion passed unanimously.

III. Minutes of the Meeting from September 2, 2015

Kate Connolly moved to approve the minutes of September 2, 2015. Nancy Rollins seconded and the motion passed unanimously.

IV. Update on New Projects

- EPA Healthy Communities- Nate noted that, to his knowledge, this is the first time that the UVLSRPC has received a grant from the EPA. EPA will be funding a Safe Schools program in which we will coordinate hazardous materials reviews for approximately ten schools in the region.
- LSPA Facilitation Assistance- Nate is assisting the Lake Sunapee Protective Association by facilitating two meetings between the towns of Springfield, Sunapee, New London, and Newbury to discuss potential shared compliance efforts.



Upper Valley Lake Sunapee Regional Planning Commission

- Community Readiness Assessment for Claremont- Nate advised that DHMC has committed to providing additional funding for UVLSRPC to facilitate the Community Readiness Assessment process for the City of Claremont.

V. Finalization of Bylaws Amendment

Nate Miller provided the Committee with draft changes to Article XI, Section 6 of the Regional Planning Committee By-Laws as follows:

“The Regional Planning Committee shall be comprised of a minimum of three members and a maximum of seven members. In addition, the Commission may appoint up to three alternate members. In the event that a member of the Regional Planning committee is absent from a meeting, the Chair of the committee may appoint an alternate member to sit in that member’s place. In the event that a member of the Regional Planning Committee must disqualify himself/herself from the consideration of a particular matter, the Chair of the Committee may appoint an alternate member to sit in that member’s place. “

Nancy Rollins moved to submit the proposed change to the full Commission on October 14, 2015. Peter Guillette seconded and the motion passed unanimously.

VI. Review October Commission Meeting Agenda

- Action on Minutes
- Overview of UVLSRPC FY2015 Audit (Sheryl Stephens Burke of Melanson Heath)
- Presentation: Local Culvert Inventory (Adam Ricker)
- Contract Authorizations (EPA Healthy Communities)
- Executive Committee Report (Bylaws and Joint UVLSRPC/TRORC/SWCRPC Meeting)
- Finance Committee Report
- Executive Director Report
- Commissioner Updates/Announcements
- Adjourn

VII. Other Updates

- 10 Water Street Lease Extension – UVLSRPC has signed an extension of our five year lease with an option for another five years in 2020.
- Mount Sunapee Master Development Plan – Nothing new to report, DRED hopes to release a final decision by the end of fall.
- GACIT Hearings in Lebanon and Charlestown – Nate noted that two hearings were held for GACIT in Lebanon and Charlestown and were well attended.
- UVLSRPC FY2015 Audit – Nate reported that we had a quick and clean audit, and that Sheryl Stephens Burke of Melanson & Heath will be at the October Commission meeting to answer any questions.

VIII. Adjourn

Peter Guillette moved to adjourn the meeting at 6:15 PM. Nancy Rollins seconded.