

**MINUTES**  
**STRAFFORD REGIONAL PLANNING COMMISSION**  
**EXECUTIVE COMMITTEE MEETING**

**June 15, 2007**  
**Conference Room**  
**Strafford Regional Planning Commission**  
**2 Ridge Street**  
**Dover, NH**

**Members Present:** Al Dixon, Chairman, Newmarket; Edmund Jansen, Jr., Vice-Chairman, Rollinsford; Frank Torr, Dover; Thomas Crosby, Secretary-Treasurer, Madbury; Bruce Woodruff, Milton; Kenn Ortmann, Rochester.

**Members Elect Present:** Anne Martin, Brookfield; Larry Brown, Milton.

**Staff Present:** Cynthia Copeland and Linda Osburn.

**Chairman Dixon** called the meeting to order at 7:34 AM and noted a quorum. The Executive Committee member introduced themselves and welcomed the two newly elected Executive Committee members Anne Martin from Brookfield and Larry Brown from Milton.

**1. Minutes**

**Chairman Dixon entertained a motion to approve the minutes of the May 11, 2007 Executive Committee meeting as written. Ortmann made the motion to approve the May 11, 2007 minutes with the addition of his name to the list of committee members present when the meeting was called to order. Torr seconded the motion with the noted addition. Motion passed unanimously.**

**2. Draft Financial Reports May 2007**

Copeland reviewed the proforma that was distributed at the meeting. She discussed the projected income of \$577,000 and projected expenses of \$588,000. Osburn requested approval to write off the Town of Middleton dues in the amount of \$1,723.05 for FY 2007. Discussion of the reasons Middleton did not pay the FY 2007 dues ensued, and Copeland stated that Middleton would pay dues for FY 2008.

**Ortmann made a motion to write off the Town of Middleton dues in the amount of \$1,723.05 for FY 2007. Torr seconded the motion. Motion passed unanimously.**

**3. Executive Director Report**

Copeland distributed the June Executive Director report. She discussed the status of the transportation planner recruitment and stated that negotiations were underway with one applicant to work in the intermodal and transit areas. Woodruff joined the meeting at 7:50 AM.

Copeland discussed the server purchase and installation, the status of contracts in Farmington and Route 125. Copeland stated that she would be working with Glenn Coppelman of the Community

Development Finance Authority (CDFA) and David Preece from Southern New Hampshire Planning Commission (SNHPC) regarding the off cycle sale of tax credits to fund a Comprehensive Economic Development Strategy (CEDS) document for Strafford County. Ortmann stated that tax credit issues were complicated with legal compliance issues and stated SRPC should approach with an open mind but with caution.

Copeland discussed pilot funding to complete updates to local hazard mitigation plans and to complete regional mitigation plans based on watersheds or other criteria. Ortmann asked if all SRPC member communities had completed their hazard mitigation plans. Copeland responded that all SRPC communities had completed their plans and Osburn stated that SRPC had not yet received copies of plan adoption certificates for Brookfield and Farmington.

Copeland discussed the NH Association of Regional Planning Commissions (NHARPC) meeting on June 14, 2007 with NH Department of Transportation Commissioner Charles O'Leary as a speaker. Copeland stated that O'Leary had discussed inflation and increased costs; possible increases to the gas tax and tolls to increase revenues; the 10-year plan project delays and removals; the increased preservation work of existing statewide corridors. Discussion of the Spaulding Turnpike exits and toll increases ensued.

#### **4. On going and Emerging Regional Planning Issues Roundtable**

##### **a. MPO Reorganization.**

Copeland stated she had scheduled presentations to Middleton and Brookfield for approval and was waiting for Durham's approval on June 18<sup>th</sup>. She stated that Dover was the last member for approval and Woodruff stated the item would be on the July City Council agenda due to other issues taking precedence.

##### **b. Regional Impact Committee**

Copeland stated the City of Dover Planning Department had sent a request to the Town of Madbury Planning Board to declare a concrete batch plant site plan application a project of regional impact. Woodruff and Crosby discussed the status and procedure of the application. Ortmann stated the matter should be referred to the Regional Impact Committee.

##### **c. Proposed Legislation**

Copeland stated met with Nancy Johnson who is now a lobbyist. Copeland stated there would be no increased funding for the Targeted Block Grant (TBG) Program administered by the Office of Energy and Planning (OEP). Martin discussed HB 767 regarding insurance for charitable driving.

#### **5. Executive Director Evaluation**

Copeland stated she was still working on her evaluation paperwork. Ortmann stated that the review committee was ready to go.

#### **6. Other Business**

No other business was discussed.

Executive Committee Meeting Minutes  
June 15, 2007

**Chairman Dixon entertained a motion to adjourn. Crosby made the motion to adjourn and Ortman seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:29 AM.**

Respectfully submitted,

Linda Osburn  
Bookkeeper

Minutes approved on \_\_\_\_\_, 2007.

By:

---

Edmund Jansen Jr., Chairman