

BARRINGTON  
BROOKFIELD  
DOVER  
DURHAM  
FARMINGTON  
LEE  
MADBURY  
MIDDLETON  
MILTON



NEW DURHAM  
NEWMARKET  
NORTHWOOD  
NOTTINGHAM  
ROCHESTER  
ROLLINSFORD  
SOMERSWORTH  
STRAFFORD  
WAKEFIELD

**Strafford Regional Planning Commission  
Third Quarter Commission Meeting  
Rochester Community Center, Rochester, NH  
January 28, 2010  
Minutes  
FINAL**

**SRPC Members Present:** Rick McMenimen (Newmarket), Robert Jaffin (Rochester), Elaine Lauterborn (Rochester), Edmund Jansen, Jr. (Rollinsford), Tom Crosby (Madbury), Scott Kemp (Lee), Kenn Ortmann (Rochester), Sandra Keans (Rochester)

**SRPC Staff Present:** Cynthia Copeland (Executive Director), Dan Camara (GIS/Transportation Analyst), Kyle Pimental (GIS/Communication Technician) and Marilyn Barton (Administrative Assistant)

**Guests:** Larry Brown (Milton), Glenn Davison (NHDOT), Chris Skoglund (NHDES-ARD), Tom Clark (Dover), Ted Diers (NHDES), Bambi Miller (Strafford County Conservation District) and Cameron Wake (UNH)

**1. Convene Strafford Regional Planning Commission**

E. Jansen called the meeting to order at 9:11 p.m.

**2.1 Open Public Hearing to Solicit Public Comments on Draft SRPC Bylaws**

E. Jansen opened the public hearing to solicit public comments on the draft SRPC Bylaws at 9:12 p.m. C. Copeland went over the changes and noted although there was not a quorum it states in the existing bylaws under Article IX, Amendments, "The Bylaws may be amended or repealed as follows: upon written request of at least three (3) of its representatives, written notice of a proposed amendment or repeal shall be sent to all the representatives and alternates. Approval, amendment, or repeal shall require affirmative votes of at least two-thirds of all the representatives or their alternates, either by mail or at a meeting, not less than two weeks after the proposals are mailed. Proponents and opponents may have brief statements of their position mailed to representatives and alternates." C. Copeland stated written ballots would be sent to all Commissioners and with those in attendance the minutes and bylaws could be adopted.

## 2.2 Close Public Hearing to Solicit Public Comments on Draft SRPC Bylaws

E. Jansen closed the public hearing after no other comments at 9:15 p.m.

## 2.3 Open Public Hearing to Solicit Public Comments on Coastal Grant Applications

E. Jansen opened the public hearing to solicit public comments on the Coastal Grant applications at 9:16 p.m.

C. Copeland noted a public notice was placed in Foster's regarding SRPC applying for up to \$60,000 of financial assistance of which \$30,000 from a federal grant to be matched by \$30,000 in local funding and in-kind services from the 2010 NH Coastal Program, and noted SRPC would be applying for this in May of 2010.

In addition to that, Cynthia Copeland, SRPC Executive Director stated during the week of January 14-January 18, 2010 we received communications from colleagues at Rockingham Planning Commission (RPC) regarding a 2010 Coastal Grant application from RPC on behalf of the Coastal Zone A (tidal influence) communities to provide support for the buy-up for the NHDOT and USGS high resolution aerial photography. C. Copeland noted the Coastal Grant application would secure federal funds to pay for fifty percent of the cost to buy up from one-foot resolution to six-inch resolution.

C. Copeland stated SRPC staff reviewed the listing from NHDOT indicating which communities had expressed interested in participating in the buy up and all five Coastal Zone A communities had expressed an interest in the buy up option.

C. Copeland noted due to the limited timeframe to have a legal notice in the paper, SRPC collaborated with RPC to submit a grant application on behalf of all Coastal Zone A communities for the purchase of the buy up. C. Copeland noted the legal notice was posted within the RPC legal notice in the Portsmouth Herald.

C. Copeland noted, for example, if a community's cost were in the range of \$2500-\$4200 to purchase the six inch resolution aerial photos, the cost along with a successful Coastal Grant from RPC and SRPC would be \$1250-\$2100 – a fifty percent savings. C. Copeland stated that NHDOT indicated any changes upward in the cost of the aerial photo upgrade, other than what was indicated on the first announcement (NHDOT website), would be covered by NHDOT.

C. Copeland noted the preliminary low and high cost estimates for Coastal Zone communities with tidal influence:

	Low Estimate	High Estimate
Dover	\$ 6,134	\$ 9,201
Durham	\$ 4,914	\$ 7,371
Madbury	\$ 2,941	\$ 4,412
Rollinsford	\$ 1,901	\$ 2,852
Newmarket	\$ 3,192	\$ 4,879
Total	\$19,082	\$28,715

C. Copeland noted the lowest cost would be no lower than \$9,500 and the minimal high estimated amount would be no lower than \$15,000. C. Copeland stated this was a competitive grant.

C. Copeland noted letters of support were needed from municipal staff or the legislative body endorsing this project, indicating financial commitment for the project. C. Copeland noted SRPC had received letters of support from Durham and Rollinsford and Madbury Selectmen would be meeting on January 29, 2010 to discuss a letter of support.

C. Copeland opened up the discussion for comments and questions. K. Ortmann asked if Dover had responded in regards to participating. C. Copeland noted she had sent emails to Mike Joyal and Chris Parker and had yet to hear back from them; although it was noted Chris Parker was out of town. C. Copeland stated she had followed up with email and phone calls to Steve Bird, City Planner asking him for letter of support.

#### **2.4 Close Public Hearing to Solicit Public Comments on Coastal Grant Applications**

Chairman E. Jansen asked for a motion to close the public hearing at 9:25 p.m. K. Ortmann made a motion; T. Crosby seconded that motion. All in favor, motion carried

#### **3.1 Draft Minutes of November 19, 2009**

E. Jansen asked for a motion to adopt the draft minutes of November 19, 2009 provided written ballots were received besides the actual votes by those represented at the meeting. K. Ortmann made a motion; T. Crosby seconded the motion. All in favor, motion carried.

#### **3.2 Draft SRPC Bylaws**

E. Jansen asked for a motion to adopt the draft SRPC Bylaws provided written ballots were received besides the actual votes by those represented at the meeting. K. Ortmann made a motion; T. Crosby seconded the motion. All in favor, motion carried.

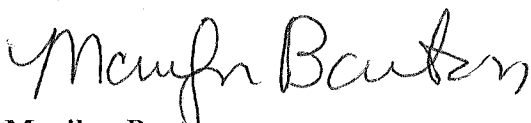
#### **4. Other Business**

There was no other business.

#### **5. Adjournment**

E. Jansen asked for a motion to adjourn the meeting at 9:28 p.m. K. Ortmann made a motion; T. Crosby seconded the motion. All in favor, motion carried.

Respectfully submitted,



Marilyn Barton  
Recording Secretary



Ed Jansen  
Strafford Regional Planning Committee Commission Chair

