

Lakes Region Planning Commission FY-10 Annual Report

September 28, 2009



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The Lakes Region

Areas



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LRPC COMMISSIONERS
July 1, 2009 – June 30, 2010

ALEXANDRIA

Margaret LaBerge
Dan McLaughlin

ALTON

Thomas Hoopes

ANDOVER

John Cotton
Nancy Teach
John Warzocha, Alt.

ASHLAND

Vacant

BARNSTEAD

David Kerr

BELMONT

Vacant

BRIDGEWATER

Vacant

BRISTOL

Steve Favorite

CENTER HARBOR

Maureen Criasia

DANBURY

Phyllis J. Taylor

EFFINGHAM

George Bull

FRANKLIN

Robert Sharon

FREEDOM

Neal Boyle
Anne Cunningham

GILFORD

Richard Waitt

GILMANTON

Elizabeth Abbott
Stanley O. Bean, Jr.

HEBRON

Roger Larochelle
Martha Twombly

HILL

Vacant

HOLDERNESS

Todd Elgin
Robert Snelling

LACONIA

William Contardo
Warren Hutchins

MEREDITH

William Bayard
Herbert Vadney

MOULTONBOROUGH

Herbert Farnham
Barbara J. Perry

NEW HAMPTON

Dr. George Luciano

NORTHFIELD

Wayne Crowley
Douglas Read

OSSIPEE

Dr. Patricia Jones

SANBORNTON

Ralph Carter
Carmine Gioffi

SANDWICH

Robert Butcher
Susan Mitchel

TAMWORTH

Herb Cooper
Tom Peters

TILTON

Katherine Dawson

TUFTONBORO

Dan Duffy
Jay Kitchener

WOLFEBORO

Roger F. Murray, III
Charles Storm
Don St. Germain, Alt.

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LAKES REGION PLANNING COMMISSION

July 1, 2009 - June 30, 2010

EXECUTIVE BOARD

<i>Robert Snelling</i>	Chairman
<i>Stanley Bean, Jr.</i>	Vice-Chairman
<i>Thomas Hoopes</i>	Secretary
<i>Barbara Perry</i>	Treasurer
<i>Herb Cooper</i>	Area Commissioner
<i>Herb Farnham</i>	Area Commissioner
<i>Warren Hutchins</i>	Area Commissioner
<i>Dan McLaughlin</i>	Area Commissioner
<i>Margaret LaBerge</i>	At Large Commissioner
<i>George Luciano</i>	At Large Commissioner
<i>Phyllis Taylor</i>	At Large Commissioner
<i>Richard Waitt</i>	At Large Commissioner

STAFF

<i>Erica Anderson</i>	Senior Planner
<i>Anne Deely</i>	GIS Analyst
<i>Rosemarie Gelinis</i>	Administrative Assistant
<i>Adam Hlasny</i>	Assistant Planner
<i>Michael Izard</i>	Principal Planner
<i>David Jeffers</i>	Regional Planner
<i>Kimon Koulet</i>	Executive Director
<i>Donald McFarland</i>	Bookkeeper
<i>Sara McRedmond</i>	Clerk

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ANNUAL REPORT

FY-09 PROGRAM HIGHLIGHTS

LAND USE

- ❖ Responded daily to requests from local communities for land use, transportation, environmental, and other information and guidance.
- ❖ Prepared master plans, capital improvement programs, zoning ordinances, subdivision regulations, and related services for several communities.
- ❖ Maintained circuit rider planning services for municipalities interested in assistance with development proposals.
- ❖ Developed a website of electronic documents to facilitate the outreach/education component of the *Innovative Land Use Guide* project, completed by the nine regional planning commissions and the NH Department of Environmental Services.

TRANSPORTATION

- ❖ Developed an update of the top regional transportation priorities, in cooperation with area communities, and submitted them to the NHDOT for review and consideration.
- ❖ Convened several meetings of the LRPC Transportation Advisory Committee (TAC) to enhance local involvement in transportation planning and project development.
- ❖ Conducted over 160 traffic counts around the region and prepared and updated several local road inventories, on a town-by-town basis, that will be used by the DOT and the municipalities.
- ❖ Presented testimony to the Governor's Advisory Commission on Intermodal Transportation to retain all Lakes Region projects in the state's Ten Year Plan.

HOUSING

- ❖ Completed and distributed the 2008 Development Activity in the Lakes Region report on Lakes Region residential and commercial development trends. Prepared and distributed a new development survey for 2008-2009.
- ❖ Staff became qualified by the NH Housing Finance Authority to help communities implement the new Workforce Housing Law.

ECONOMIC DEVELOPMENT

- ❖ Awarded \$50,000 from the U.S. Economic Development Administration to prepare a Comprehensive Economic Development Strategy (CEDS) for the Lakes Region. An approved CEDS will provide communities with access to EDA funding for infrastructure and economic development projects.

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- ❖ Continue to work with area economic development groups including Belknap County Economic Development Council, Grafton County Economic Development Council, Franklin Business and Industrial Development Corporation, and the Wentworth Economic Development Council.

NATURAL RESOURCES

- ❖ Planned and coordinated the 22nd annual household hazardous waste collection in the Lakes Region with 1,500 households from 23 communities participating at 8 collection sites. An estimated 19,000 total gallons of waste were collected, containerized, and transported to EPA approved end-of-life locations.
- ❖ Continue to provide assistance to the Pemigewasset River Local Advisory Committee.
- ❖ Participated in a number of meetings related to: source water protection, proper disposal of pharmaceuticals and personal care products, low impact development benefits to ground water, and how to implement ground water protection ordinances with municipalities.
- ❖ Continue to represent the region at meetings of the Lakes Region Household Hazardous Product Facility to explore the ways and means the facility may encourage other communities to participate.
- ❖ Created a series of web pages to provide an overview of various energy topics including: solar, geothermal, biomass, wind, and hydro-power.
- ❖ Hosted a training session for Volunteer River Assessment Program (VRAP) water quality monitors.
- ❖ Received funding assistance from the NH Department of Environmental Services to conduct the first phase of the Lakes Winnepesaukee Watershed Management Plan. Project partners include Lake Winnepesaukee Watershed Association, the University of New Hampshire, Plymouth State University, and the North Country Resource Conservation and Development Area Council.

NATURAL HAZARDS

- ❖ Secured funding from the NH Department of Homeland Security and Emergency Management (HSEM) to prepare all hazard management plans for Lakes Region communities.
- ❖ Attended training to prepare local emergency operation plans (LEOP).

REGIONAL CONCERNS

- ❖ Completed an overhaul of the LRPC website, www.lakesrpc.org, added many new features to facilitate access to access to on-line images for each municipality, recent publications, latest news, etc.
- ❖ Convened six Commission meetings that featured a diverse range of topics: NH Rail Transit Authority, the Downeaster, NH Rail Service, and Next Steps; Viewshed Management and Steep Slope Protection in the Lakes Region; Incentives for Housing, Smart Growth, and Conservation; Transportation Plans/Projects; Comprehensive Shoreland Protection Act: Its Future and Current Status.

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- ❖ Reviewed project proposals through the NH Intergovernmental Review Agreement having a combined investment total greater than \$55 million in the Lakes Region.

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FY-09 PROJECT SUMMARY and FY-10 PROGRAM OUTLOOK

100 REGIONAL BUSINESS

09-100 Regional Business - Administrative activities included program and project development and administration, fiscal management, human resources management, regional coordination and board-support activities, including eleven executive and six LRPC commission meetings. Daily activities included reviewing, monitoring, and implementing policies, accounting and finance, supervision, word processing, records management, computer systems support, and administration of many state and local contracts.

The Executive Board met 11 times to oversee contracts and provide guidance on legislative and future activities. An opinion survey was distributed to all commissioners that covered topics from LRPC services to regionalization and the region's top challenges. Twenty-two of thirty communities responded.

The Commission convened six meetings to approve the budget, annual work program, regional transportation plan, and to discuss a diverse range of topics featuring: NH Rail Transit Authority, The Downeaster, NH Rail Service, and Next Steps; Viewshed Management and Steep Slope Protection in the Lakes Region; Incentives for Housing, Smart Growth, and Conservation; Transportation Plans/Projects; Comprehensive Shoreland Protection Act: Its Future and Current Status; and Wind Energy.

We continue to monitor and review project notices under the N.H. Intergovernmental Review Agreement (IRA) with regional planning commissions. The IRA requires public notification to the regional planning commissions of all projects in the region intended to receive federal financial support. In FY-09, Intergovernmental Review of Lakes Region projects included \$168,685,342.83 in federal funds, \$7,590,177.00 in state funds, \$669,389.00 in applicant funds, \$95,468.00 in local funds, and \$940,271.00 in other funds, with a total of \$177,980,647.83 overall.

LRPC staff spent considerable time attending meetings, usually at night, with municipal boards and non-governmental non-profit associations involved in providing or offering information and services to our communities. Examples include meetings with community development groups, chambers of commerce, environmental organizations, educational interests, etc. LRPC is often viewed as a critical regional collaborator, with the capability to facilitate solutions on local and regional issues.

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The June 22, 2009 Annual Meeting, held at the Laconia Country Club in Laconia, featured Dr. Cameron Wake, a professor at the University of New Hampshire. He spoke on Climate Change in New England, Past, Present, and Future. Two Awards of Excellence were presented. Elizabeth Bedard accepted the award on behalf of the Gilmanton Year-Round Library Association for exemplary use of volunteers and donations leading to the creation of the Gilmanton Year-Round Library for the benefit and enjoyment of future generations. Carol Cantin accepted an award on the behalf of the Lakes Region Comprehensive Economic Development Strategy Building Employees Subcommittee for inspiring secondary school and business leaders to provide a state-of-the-art training facility for students to acquire relevant skills to secure local employment that will enhance the Lakes Region economy.

The B. Kimball Kim Ayers Award, a perpetual plaque, was presented to Larry T. Spencer of Holderness for his extraordinary contributions and efforts to improve the environmental quality in the Lakes Region. He is a lifelong resident of Holderness and has dedicated more than 25 years of service to the community. He served as chairman of the Holderness Conservation Commission, leading by example and with total respect for his fellow commission members and the community at-large. He also serves as co-chairman of the town's Energy Conservation Committee, working in unison with the board of selectmen and staff supervisors to reduce energy consumption in all areas of town government.

- 10-150** **Regional Business** - In FY-10, staff will continue to explore funding sources that will provide opportunities to meet new challenges. The Commission's capacity to provide future services is dependent on steadfast efforts to maintain current revenue levels, and to access appropriate new sources. Meetings with state and local officials, business owners, academic leaders and non-governmental, non-profit organizations about current and potential regional planning activities are on-going, essential tasks.

200 **REGIONAL PROJECTS**

- 09-201** **Citizen Education Series** – Staff attended and coordinated several trainings and conferences: Law Lecture Series regarding the Land Use Legislation that provided an overview of new legislation regarding land use issues; Law Lecture Series on the Comprehensive Shoreline Protection Act (CSPA) and how it affects municipalities; New Hampshire Association of Regional Planning Commissions (NHARPC)/Office of Energy & Planning (OEP) Fall Planning and Zoning Conference. LRPC staff member, Dave Jeffers, completed the Leadership Lakes Region Program.

- 09-202** **Geographic Information System (GIS)** – Staff attended a seminar illustrating new features available with the upgraded version of the GIS software. Local outreach was conducted in connection with three University

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of New Hampshire Cooperative Extension (UNHCE) workshops offered in Laconia. LRPC assisted with course materials.

- 09-203** **Development Trends Report** – Staff completed and distributed the 2009 report, *Development Activity in the Lakes Region*. Staff also prepared and distributed a new development survey to area communities. The survey results will provide baseline information for the 2010 Development Trends report, which will contain data from 2008.
- 09-204** **Regional Housing** – The Tuftonboro Workforce Housing Assessment, which reviewed the town’s planning documents and existing housing stock for compliance with RSA 674:59, was completed and presented to the community. Several regional housing meetings were held, including: one with housing coalition representatives and Strafford Regional Planning Commission staff; a workforce housing forum hosted by the Eastern Lakes Region Housing coalition; the Statewide Housing Conference; and a housing needs assessment methods meeting hosted by the NH Housing Finance Authority.
- 10-250** **FY 10 Regional Project Goals** – Using resources provided from the New Hampshire Office of Energy and Planning (OEP), LRPC anticipates conducting the following regional projects in FY-10: update the annual development trends in the Lakes Region; provide technical assistance, grant writing, and GIS assistance; provide information and general training for citizen planners by offering topics that focus on skills improvement, understanding of the planning process, and substantive issues; host three annual law lectures in cooperation with the New Hampshire Municipal Association. Current plans also call for rewrite of the 2005 regional housing needs assessment for the Lakes Region, or assisting a community with their workforce housing regulations. LRPC will also provide administrative and technical assistance to the Lakes Region Comprehensive Economic Development Strategy (CEDS) Committee and its various subcommittees, and to assist with possible CEDS changes.

300 LOCAL SERVICES

Working collaboratively with several communities, LRPC staff prepared master plans, capital improvement programs, local emergency operations plans, zoning ordinances, subdivision regulations, and related services for several communities. LRPC also maintained circuit rider planning services for municipalities interested in assistance with development proposals.

- 09-301** **General Technical Assistance** – Requests for technical assistance routinely arrive via office visits, phone, or e-mail. Examples of assistance include the preparation or review of minor amendments to zoning ordinances, subdivision and site plan review regulations; provision of copies, in reasonable quantities, of base maps and aerial photo prints for municipal use;

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assistance with problem subdivision and site plan proposals; attendance at planning board, conservation commission, ZBA, and/or board of selectmen meetings; assistance to local officials on the availability of various state and federal aid programs; special GIS map requests from LRPC, and several other services. Specific examples include, but are not limited to, meeting with Green Mountain Conservation Group and Ossipee Watershed Coalition to determine project objectives for a continued protection of the Ossipee aquifer and drafting a source water protection proposal for ordinance development; helping the Wolfeboro town planner and the Lakes Region Land Bank resolve a GPS/GIS projection issue related to data collection, tax parcels, and conservation potential; discussing workforce housing and Capital Improvement Program (CIP) development at a Barnstead planning board meeting; preparing a letter of support for a biomass facility on the site of a wood pellet manufacturer; and many other activities. Hundreds of copies of the New Hampshire Planning and Land Use Regulation books were distributed to member planning boards at considerable savings through bulk purchases.

- 09-302 Northfield Planning Board Circuit Rider** – Ongoing efforts include a review of site plans and subdivision applications for compliance with state and local regulations; site walks; report preparation; monthly Planning Board meeting attendance; completion of a comprehensive revision of the Northfield Subdivision Regulations; review and modification of Planning Board procedures; the development of a subdivision checklist, a procedural flow chart, and application materials.
- 09-303 Northfield ZBA Circuit Rider** – Staff attended meetings, conducted a site visit, and submitted reports for two variances. Services were held in abeyance due to staffing changes in the spring of 2009.
- 09-304 Alton Master Plan - Phase 2** – Staff completed the Alton Scenic Resource Inventory report and corresponding maps, and presented these to the town at a public meeting. Staff developed a viewshed layer in GIS and conducted a Co-occurrence Analysis. A final report was presented to the town for incorporation into its Master Plan. The reports and photo documentation provide a platform on which future land use planning decisions can be based.
- 09-305 Ossipee Capital Improvement Plan (CIP)** – LRPC initiated the start-up of the town's new Capital Improvement Program (CIP). Work continues into FY-10.
- 09-306 Sanbornton Master Plan** – Staff printed and delivered several Master Plan maps. Completed work on requested changes to the transportation and land use maps.
- 09-307 Andover Master Plan** – Several meetings were attended by staff to develop a vision and purpose section. Assisted with a guiding principle for housing; and initiated a new agreement to provide assistance in the land use chapter.

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- 09-308** **Center Harbor Site Plan** – Staff reviewed plans and supporting documentation, and prepared a planning report on the proposed expansion of the New Hampshire Music Festival to include a Performance Theater to the planning board chairman.
- 09-309** **Center Harbor Master Plan** – LRPC finalized an agreement to prepare an update to the Center Harbor Master Plan and initiated preliminary work.
- 09-311** **Tuftonboro Workforce Housing Assessment** – Presented final draft of the Tuftonboro Workforce Housing Assessment to the planning board in June 2009. Prepared and presented cost estimate and scope of services for second phase of this project.
- 10-350** **Local Land Use Planning and Technical Assistance in FY-10** - In addition to ongoing daily requests for technical assistance, LRPC is often asked to work on specific planning projects. Responded daily to requests from local communities for land use, transportation, environmental, as well as other information and guidance.

Currently, master plan assistance to the town of Andover and Center Harbor, and circuit rider assistance for Northfield, is in progress. Similar assistance to Center Harbor is under discussion. Capital Improvement development is ongoing in Ossipee, and we are continuing to assist Tuftonboro with workforce housing. Other requests are expected to arrive throughout the year.

400 ***ECONOMIC DEVELOPMENT***

- 09-401** **Belknap County Economic Development Council (BCEDC) Support** - LRPC continues to serve on the BCEDC Board of Directors, and attend monthly meetings. Staff also finalized documentation required to close the Regional Development Council capacity building grant.
- 09-403-404** **Comprehensive Economic Development Strategy (FY09)** – In cooperation with an active committee, LRPC developed and submitted the region's first Comprehensive Economic Development Strategy (CEDS), funded in part, by the U.S. Economic Development Administration (EDA) in February 2009. The year saw intense participation and involvement from committee members and the six major subcommittees: New Economy; Building New Employees; Work Here Live Here Housing; Energy and Natural Resources; Collaboration; and Social Capital and Culture. The subcommittees focused on developing action steps to implement their objectives developed last year. Once approved by EDA, the CEDS will provide project proponents with a new opportunity to access EDA funds for infrastructure and economic development. The CEDS is designed to be a regional economic forum through which long-term wealth generation opportunities may emerge, be considered, or initiated in a way consistent

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with the region's overall vision. The CEDS Committee provided considerable energy to aid in completing this effort.

The Brownfield Advisory Committee was reinstated in September 2008 in anticipation of a new proposal to the U.S. Environmental Protection Agency (EPA). Two Brownfields applications were prepared and submitted to the EPA in November 2008. In April 2009, Senator Shaheen's office called to congratulate us on being awarded with two successes, totaling \$400,000 for Brownfields work.

Staff also participated in presenting the CEDS and Lakes Region Economic Development overview to attendees of Leadership Lakes Region.

09-405 **Broadband Expansion Study** – SHS Consulting prepared a Phase I Broadband Expansion Study that identified key next steps to improve broadband aggregation in the Lakes Region. Support for this effort came from several organizations: Great American Dining, Hampshire Hospitality Holdings, Laconia Savings Bank, LRGHealthcare, Mainstay Technologies, Meredith Village Savings Bank, and New Hampshire Community Development Finance Authority.

10-450 **Economic Development in FY-10** – Two key efforts are planned in FY-10. One includes a start up of two Brownfields contracts. Our initial steps included convening a Brownfields committee and then hiring one or more consultants to initiate environmental assessments on key local projects. Another is to review and measure project implementation of the CEDS. Research will also be conducted to help determine if the LRPC should consider creating an economic development district in the Lakes Region.

Staff will continue to serve on its local economic development councils. In addition, LRPC will be represented on its Commission to evaluate the long-term uses of the Lakes Region Facility (i.e., the former State School and prison site owned by the state).

500 *IMPACT STUDIES*

10-550 **FY-10 Impact Studies** – LRPC will continue to respond to determinations of developments of regional impact made by local land use boards. In addition, as towns become more interested about impact fees, LRPC is prepared to offer assistance and guidance.

600 *ENVIRONMENT*

09-601-602 **HHW Summer 2008 Collection** – LRPC coordinated the 2008 Lakes Region Household Hazardous Waste Collection. Households from 23 communities participated at eight collection-sites, the two-day event enabled residents of nearly 1,500 households to safely dispose of more than 19,000

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gallons of hazardous materials. These materials were collected, packed, and transported to EPA-approved end-of-life locations around the country. LRPC continues to represent the region at meetings of the Lakes Region Household Hazardous Product Facility to explore the ways and means the facility may encourage other communities to participate.

- 09-603** **HHW Summer 2009** – Staff attended the annual North American Hazardous Management Association (NAHMMA) conference in Vermont, gathering ideas for waste reduction efforts. LRPC also participated in a meeting hosted by NH DES that is intended to begin the process of developing a more consistent and streamlined approach and message for the disposal of unused medicines in New Hampshire.
- 09-605** **604(b) – Pemigewasset River Local Advisory Committee** – New Bristol-New Hampton (BNH) Watershed maps were completed. They incorporated substantive feedback from reviewers. The Bristol-New Hampton Watershed Conservation Plan was published and submitted to each of the four towns within the BNH watershed, and was posted to the LRPC website. A letter seeking annual funding from member communities to cover administrative costs was sent by PRLAC to Conservation Commissions and Selectmen. Four communities and one individual contributed this year.
- 09-606-609** **Regional Environmental Planning Program (REPP) Land Use Guidance** – With funding from the New Hampshire Department of Environmental Services (NH DES), and in cooperation with the state’s regional planning commissions and state agencies, LRPC completed the *Innovative Land Use Planning Techniques* handbook. Draft innovative ordinances were reviewed for several towns, including Andover, Effingham, Moultonborough, and Ashland. Staff attended the annual Watershed Conference in Concord, and the Low Impact Development (LID) workshops. These included LID strategies in New England, stormwater alternatives for cold climates, and a workshop on LID design. In addition, staff attended the New Hampshire Department of Environmental Services (NH DES) Source Water Protection workshop and the New Hampshire Association of Regional Planning Commissions (NHARPC) Conference, where staff co-presented the ILU water ordinances with Southern Regional Planning Commission. Staff also participated in the Land & Water Program working group meetings, for the new DES Land & Water Program Lands, essentially a Smart Growth Audit at the state/regional level.
- LRPC and New Hampshire Audubon (NHA) worked with the city of Franklin to complete a smart-growth/natural resource assessment. The cooperative report was completed and submitted to NH DES, the city of Franklin, and posted to LRPC website.
- 09-611** **Tri-Town Aquifer** – With funding from the NH Department of Environmental Services (DES) Source Water Protection Programs, the towns of Belmont, Northfield, and Tilton completed the second phase of the

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Tri-town Ground Water Protection project, an innovative approach to safeguarding drinking water supplies. The Tri-Town committee is implementing the third phase of the project by developing drinking water protection ordinances and overlay districts.

- 09-612** **Pardoe Foundation** – LRPC prepared a strategy and grant application to the Samuel P. Pardoe Foundation for a regional smart growth review program in conjunction with NH Audubon. Staff also met with members of the Pardoe Foundation to talk about potential support for the Lake Winnepesaukee Watershed Management Plan (LWWMP) and management opportunities for the Prescott Conservancy. An award by the Foundation was given for the preparation of a Smart Growth Assessment (SGA) for the city of Laconia, and New Hampshire Audubon’s participation in the Franklin Smart Growth Assessment.
- 09-613** **Ossipee Aquifer Project** – Submitted a Source Water Protection Grant application to the New Hampshire Department of Environmental Services (NH DES) for an aquifer protection ordinance and overlay development in the Ossipee Aquifer watershed. The Green Mountain Conservation Group (GMCG) and Ossipee Watershed Coalition (OWC) partnered with LRPC in this application. The application was approved and is slated for implementation in FY-10.
- 09-620** **Meredith, Paugus, Saunders Bay (MPSB) Subwatershed** – With partial funding from New Hampshire Department of Environmental Services (NH DES), staff completed maps and an initial model of the subwatershed. The North Country Resource Conservation & Development District (NCRC&D) completed phosphorus and chlorophyll-a modeling, which will enable goal setting for the subwatersheds. Results indicate the three sub-basins are all high quality waters per NH DES guidelines. LRPC received a Notice of Award from the National Oceanic and Atmospheric Administration (NOAA) for additional Winnepesaukee watershed planning, an opportunity advocated on our behalf by U.S. Senator Gregg. LRPC began an update of Land Use/Land Cover data, and completed a map of water quality monitoring locations. We continue to coordinate with key partners, Lake Winnepesaukee Watershed Association (LWWA), NCRC&D, UNH, and PSU Center for the Environments, to coordinate activities.
- 09-630** **Lakes Region Brownfields Assessments** – LRPC received award notification of \$400,000 for two Brownfield assessment projects to be completed over three years. Staff attended the training workshop at the Environmental Protection Agency (EPA) Region 1 offices in Boston, which explained the federal application process, reporting requirements, and introduced us to the Brownfields program and staff. We completed and submitted the final federal application to the EPA, in anticipation of contract approval in August 2009.

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10-650 **Environmental Goals and Objectives for FY-10** - In FY-10, LRPC will be involved in a number of natural resource and environmental projects. The Regional Environmental Protection Program (REPP) will continue to emphasize awareness and use of innovative zoning ordinances that have been recently written by the state's nine regional planning commissions, in cooperation with the NH Department of Environmental Services (NH DES) and NH Office of Energy and Planning (NH OEP). We will support municipalities in their efforts to adapt the innovative zoning ordinances for local adoption. We continue to support efforts of the Pemigewasset River Local Advisory Committee (PRLAC), and provide assistance to them with co-occurrence mapping aimed at wetland conservation and restoration, using funds awarded from the 604(b) water quality program. We will also begin the Pemigewasset River Corridor Plan Update. We will facilitate adaptation of the model ground and drinking water protection ordinance with the towns of Northfield, Tilton, and Belmont, and Ossipee Aquifer towns of Effingham, Ossipee, Freedom, Tamworth, Sandwich, and Madison as part of two Source Water Protection Grants awarded to LRPC by NH DES.

LRPC will also continue implementing the first phase of the Lake Winnepesaukee Watershed Management Plan (LWWMP) through development of the Meredith, Paugus, and Sanders Bays (MPSB) Watershed Management Plan. This project is funded through a 319(h) grant from the NH DES and US EPA. We will kickoff implementation of our NOAA supported funding for additional land use mapping, outreach and website development of its watershed plan. We will also start our Lakes Region Brownfields Assessment Program. We will continue exploring additional funding opportunities from NH DES and/or US EPA through their Brownfields, Drinking Water and 319 water quality programs, as appropriate. The summer 2010 annual household hazardous waste collections are being planned.

700 TRANSPORTATION

09-701 **Data Collection/Analysis** – Conducted over 160 traffic counts around the region and prepared and updated several local road inventories, on a town-by-town basis, that will be used by the New Hampshire Department of Transportation (NH DOT) and the municipalities.

09-702 **Policy/Plan Development** – Convened several meetings of the LRPC Transportation Advisory Committee (TAC) to enhance local involvement in transportation planning and project development.

09-703 **Plan Implementation** – Met with the Lakes Region Transportation Improvement Program (LRTIP) scoring criteria subcommittee to discuss LRPC's approach to new TIP legislation with the New Hampshire Department of Transportation (NH DOT). Distributed a letter to LRPC communities requesting their review of projects removed from the former

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Ten Year Plan. Their feedback would guide the TIP review being conducted by the TAC. Prepared final version of TIP executive summary for distribution to commissioners and presented a draft LRTIP at the May Commission meeting where it was approved. LRPC delivered the final commission approved document to NH DOT.

09-704 **Local Assistance** – Responded to a request from Moultonborough to provide road inventory data. Generated several road maps of Moultonborough and Meredith for use by the Road Safety Management System field team.

Attended a meeting with the Hebron Pathways committee representatives to discuss local and regional planning efforts related to walking and bicycling.

Attended a two-day training session on Road Surface Management Systems (RSMS) software in Concord. Discussed RSMS with municipal officials in Meredith, Moultonborough, and Sanbornton.

Coordinated with New Hampshire Department of Transportation (NH DOT) and engineering staff to host the Route 3/25 Corridor Advisory Committee (CAC) meetings in Meredith.

Prepared draft agreement and scope of services for LRPC involvement with the Moultonborough Safe Routes to Schools start-up grant. Reviewed and evaluated one start-up and two implementation Safe Routes to Schools Round 3 grant applications.

Coordinated with NH DOT for a request for turning movement and vehicle classification counts at the junction of NH Route 11B and U.S. Route 3 (dysfunction junction) in the Weirs.

09-705 **Administration** – Extensive time was spent preparing the LRPC's FY-10 FY-11 Unified Planning Work Program (UPWP) for acceptance by NH DOT. Administrative contract oversight was also conducted over the year.

09-710 **NH Route 28 Safety Study** – Efforts on this project included the development of a Project Advisory Committee (PAC) and Safety Audit Team (SAT). The SAT participated in a two-day Federal Highway Administration (FHWA) training session and conducted field work in spring 2009. The PAC met several times to discuss the results of the Road Safety Audits and review recommendations on land use and safety improvements. The PAC work has been supported by a consulting engineer, VHB, who prepared cost estimates and preliminary conceptual designs for safety improvement. The final report will be completed in August 2009, and posted on the website.

09-720 **Grafton County Transit Plan** – The Carroll County Transit Advisory Committee is making solid progress; the initial start of service is scheduled to begin in April 2010 (from Wolfeboro to Ossipee and on to North Conway)

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with a third route running from Ossipee to Laconia. Due to a new potential funding stream, the beginning of expanded service will start in July 2010. <http://www.carrollcountytransit.info/>. Staff serves on the Routes and Fares subcommittee.

- 09-730** **Safe Routes to School** – Under Agreement with the town of Moultonborough, a Moultonborough Safe Routes to School (SRtS) Committee was formed. The committee has been presented with project goals and established an October 2009 completion date. The committee has conducted field review of bike-ability and walk-ability for all routes within two miles of the elementary school. Additional work included the distribution of parent surveys, and teachers conducted a tally of travel modes to school by students. Recommendations are next to be developed for the project.

800 – HAZARD MITIGATION PLANS

LRPC was granted funding from the New Hampshire Homeland Security and Emergency Management (HSEM) to continue to assist local communities with the preparation of all hazard management plans, and to begin updates of older plans.

- 09-801** **Alton Hazard Mitigation Plan (HMP)** – After working with a committee comprised of department heads and other town staff, the Alton Hazard Mitigation Plan was submitted to the HSEM and FEMA for approval
- 09-802** **Bristol Hazard Mitigation Plan (HMP)** – Refined the Bristol HMP map of Critical Facilities and Natural Hazards. Continued working with community to update HMP, including gathering flood data. Submitted draft HMP to Homeland Security and Emergency Management/Federal Emergency Management Administration for review.
- 09-803** **Hebron Hazard Mitigation Plan (HMP)** – Completed HMP update process with town and submitted an electronic copy to New Hampshire Homeland Security and Emergency Management. The HMP update received conditional approval from FEMA pending local adoption. Staff sent the final version of the plan to the town to proceed with adoption. The plan has been adopted and received final approval from FEMA.
- 09-804** **Meredith Hazard Mitigation Plan (HMP)** – Completed final HMP update and submitted to New Hampshire Homeland Security and Emergency Management. Comments from NH HSEM have been incorporated and submitted to FEMA. The plan has been adopted and received final approval from FEMA.
- 09-810** **New Hampton Hazard Mitigation Plan (HMP)** – Completed final HMP update and submitted to New Hampshire Homeland Security and

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Emergency Management. The plan has been adopted and received final approval from FEMA.

- 10-850** **Hazard Mitigation Plans for FY10** – Staff will meet with Homeland Security and Emergency Management (HSEM) in August to determine which communities' plans will be updated this year. Staff also worked with three towns to submit Homeland Security and Emergency Management/Federal Emergency Management Administration proposals to update Local Emergency Operations Plans (LEOP). All the proposals were successful and LRPC will work with Meredith, Moultonborough, and New Hampton on their LEOP updates in the upcoming months.

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208 Land Use Report - Task 3
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Economic Profile, 1977
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Major Special Purpose Transit Operations, 1986
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Development Regulations within the Lakes Region, Third Edition, 1987
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Town of Freedom Master Plan, 1987
Land Capability Model for Webster Lake, 1987
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Transportation Improvement Program, April, 1997
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Access Management Brochure, September, 1997
Demographic Data Guide for the Town of Gilford, April, 1998
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Route 16 Access Management Video, May, 1998
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Commercial, Industrial and Residential Development Trends, Lakes Region, NH, June, 1998
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Town of Bristol 1999 Community Opinion Survey, September, 1999
Development Activity in the Lakes Region Annual Report, January 2000
Sandwich Master Plan Community Survey 2000, April 2000
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Plan 2000, A Lakes Region Transportation Plan Update for the Year 2000, September 2000
Bridgewater New Hampshire Master Plan Report 2000, December 2000
Pemigewasset River Corridor Management Plan, January 2001
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Lakes Region Natural Resources Report, January 2004
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Meredith Hazard Mitigation Plan, March 2004
Town of Bristol Hazard Mitigation Plan, Rev. March 2004
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Development Activity in the Lakes Region, March 2005
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Town of Alton Hazard Mitigation Plan, May 2005
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Lakes Region Septage Report, December 2005
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Town of Belmont Hazard Mitigation Plan, February 2006
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Development Activity in the Lakes Region, March 2006
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Town of Ashland Hazard Mitigation Plan, July 2006
Moultonborough Smart Growth Audit, September 2006
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Wolfboro Hazard Mitigation Plan, December 2006
Moultonborough Master Plan Survey, December 2006
Andover Build-Out Analysis, January 2007
Holderness Master Plan, January 2007
Tilton Capitol Improvements Program, March 2007
Aquifer Protection: Best Management Practices, April 2007
NH Route 140 Access Management Study, April 2007
Lakes Region Transportation Improvement Plan, April 2007
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Moultonborough Hazard Mitigation Plan, June 2007
Lakes Region Transportation Plan, January 2008
Development Activity in the Lakes Region, January 2008
Freedom Hazard Mitigation Plan, February 2008
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Pemigewasset Watershed Resource Co-Occurrence, June 2008
Holderness Hazard Mitigation Plan, June 2008
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Alton Local Emergency Operations Plan, June 2008
Town of Hill Capital Improvements Program, June 2008
Bristol/New Hampton Tributaries Watershed Conservation Plan, December 2008
Town of Alton, New Hampshire Scenic Resource Inventory, December 2008
New Hampton Hazard Mitigation Plan, February 2009
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Lakes Region Broadband Expansion Study – Phase I, March 2009
Meredith Hazard Mitigation Plan, March 2009
Hebron Hazard Mitigation Plan, April 2009
Development Trends in the Lakes Region, April 2009
Lakes Region Transportation Improvement Plan: Recommendations for the State of New Hampshire Ten Year Transportation Plan, May 2009
Coordinated Review of Land Use Planning Documents with respect to Wildlife Habitat, Natural Resources, and Smart Growth Principles: Franklin, NH, June 2009
NH Route 28 Corridor Safety Study, August 2009

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**Lakes Region Planning Commission
Proposed Municipal Appropriations
2010– 2011 (FY-11)**

<u>MUNICIPALITY</u>	<u>FY-11</u>
Alexandria	\$1,402.00
Alton	\$5,888.00
Andover	\$2,109.00
Ashland	\$1,948.00
Barnstead	\$3,331.00
Belmont	\$5,912.00
Bridgewater	\$1,578.00
Bristol	\$2,979.00
Center Harbor	\$1,876.00
Danbury	\$947.00
Effingham	\$1,108.00
Franklin	\$7,182.00
Freedom	\$1,843.00
Gilford	\$8,334.00
Gilmanton	\$2,908.00
Hebron	\$939.00
Hill	\$879.00
Holderness	\$2,937.00
Laconia	\$16,876.00
Meredith	\$7,617.00
Moultonborough	\$10,023.00
New Hampton	\$1,904.00
Northfield	\$3,739.00
Ossipee	\$3,969.00
Sanbornton	\$2,703.00
Sandwich	\$1,948.00
Tamworth	\$2,526.00
Tilton	\$3,713.00
Tuftonboro	\$3,711.00
Wolfeboro	\$8,269.00
Total	\$121,098.00

Burnham & Malmberg

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(603) 225-7600

INDEPENDENT AUDITORS' REPORT

To the Commissioners
Lakes Region Planning Commission
Meredith, New Hampshire

We have audited the accompanying statements of financial position of Lakes Region Planning Commission as of June 30, 2009 and 2008, and the related statements of resources and expenses and changes in fund balances, and cash flows for the years then ended. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audits.

Information for the year ended June 30, 2008, is presented for comparative purposes only and was extracted from financial statements presented by fund for that year, on which an unqualified opinion dated September 4, 2008, was expressed.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform our audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Lakes Region Planning Commission, as of June 30, 2009 and 2008, and the results of its operations and changes in fund balances and cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The information contained on pages 8 through 11 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

Burnham & Malmberg
Concord, New Hampshire
September 3, 2009