

**LAKES REGION PLANNING COMMISSION**

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**MINUTES****LRPC COMMISSION MEETING**

Lakes Region Community College - Center for Arts & Technology  
 Laconia, NH  
 January 27, 2014

**PRESIDING:** Stanley Bean, Jr.**QUORUM:** No**CALL TO ORDER:** 6:00 p.m.**COMMUNITIES PRESENT:** 11**MEMBERS PRESENT:****LRPC STAFF:**

John Cotton (Andover)	Jeffrey Hayes
David Kerr (Barnstead)	Karin Landry
Steve Favorite (Bristol)	
Stanley O. Bean, Jr. (Gilmanton)	<b>OTHERS:</b>
Robert Snelling (Holderness)	Robert Ward (Sanbornton Town Planner)
Dan Anson (Laconia)	Wayne Ogni (Gilmanton Planning Board)
Warren Hutchins (Laconia)	Rosemary Landry (Meredith)
William Bayard (Meredith)	
Wayne Crowley (Northfield)	
Douglas Reed (Northfield)	
Joe Jesseman (Tilton)	
Stephen Wingate (Tuftonboro)	
Robert Murray, III (Wolfeboro)	
<b>MEMBERS EXCUSED:</b>	
Maureen Criasia	
Charlotte McIver	
Tony Giunta	
Jean Marshall	
John Morgenstern	
Herb Farnham	
Barbara Perry (Moultonborough)	
Patricia Jones	
Patricia Farley	

**1. Welcome and Introduction**

Chair S. Bean called the meeting to order at approximately 6:00 p.m. A motion to declare a quorum was unanimously approved. *M/S/P Crowley/Snelling.*

**2. Motion for Approval of the September 30, 2013 Commission Meeting Minutes.**

A motion to approve the minutes of the September 30, 2013 LRPC Commission meeting was unanimously approved. *M/S/P Snelling/Favorite.*

**3. LRPC Brownfields Assessment Program Overview**

LRPC was recently awarded a \$200,000 non-petroleum Brownfields assessment grant and Executive Director J. Hayes presented an overview on redevelopment of a Brownfields site as a community development

strategy. He reviewed the type of facilities that qualify under the EPA definition of Brownfields sites: "abandoned, idled, or under-used industrial and commercial facilities where expansion or redevelopment is complicated by real or perceived environmental contamination." The reasons for redeveloping a site include neighborhood revitalization, preserving pristine areas, creating Greenspace, and improving economic stability and job creation in a region. Obstacles to redevelopment of a Brownfields site include the cost vs. acquiring new land, landowner permission to study and inventory a site, and lack of staff and staff expertise in rural areas. Phase I Assessments, also known as a Screening Assessment, includes background and historical investigation of the proposed site and preliminary site inspection at an approximate cost of \$4,000. Phase II Assessments, also known as a Full Site Assessment, includes sampling activities to identify types and levels of contaminants and the areas in the site that need remediation and can cost from \$5,000-\$20,000+ depending on complications at the site. Following the completion of a Phase II Assessment a Remedial Action Plan, which is a cooperative agreement between the entity doing the clean-up and the State of New Hampshire, may be entered into for the purpose of managing the site going forward including liability protection for the owner and perspective purchaser. Assistance is available for funding Remedial Action Plans through the Brownfields Cleanup Revolving Loan Fund and Grant Program, and incentives such as tax abatement and job training pilots. The State of New Hampshire has a Petroleum Reimbursement Fund that is generated through a small surcharge on the gas tax that is available to help with fuel and motor oil discharge, gasoline remediation and elimination of ethers. J. Hayes said that the first step in implementing the Assessment program is to identify redevelopment sites. He stressed the important role that commissioners play in making the availability of Brownfields funds known in their communities and finding a need for the funds, and encouraged Commissioners to provide a site nomination form to persons with an assessment site in their communities.

J. Hayes answered questions posed by those in attendance. He said that cleanup can be broken down by chemicals and a large site can be broken into multiple sites. His view of the role of RPCs in Brownfields redevelopment is as a liaison with community leaders and property owners that can talk about how the program might work for them. If an eminent threat such as contamination of drinking water is uncovered during a Brownfields assessment, the EPA would have emergency power to intervene in the matter.

#### 4. **LRPC Financial Procedures Revision**

S. Bean said that LRPC's Executive Board reviewed the organizations Financial Procedures pertaining to retaining of a certified public accountant and unanimously recommends the following change (**in bold**):

##### A. GENERAL FINANCE PROCEDURES

3. An annual, certified examination and audit shall be required. **Any contract with a Certified Public Accountant shall be subject to review and approval by the Executive Board.**

Pursuant to LRPC's Bylaws, the change was submitted to the Commissioners for review at least 30 days prior to the date of action. A motion to accept the change to the Financial Procedures was unanimously approved.  
*M/S/P Snelling/Favorite.*

#### 5. **Transportation Improvements - Public Involvement Process**

S. Bean said that Commissioners were previously provided with the draft Transportation Improvements - Public Involvement Process for review and the opportunity for comment. A motion to adopt the Transportation Improvements - Public Involvement Process as presented was unanimously approved.  
*M/S/P Favorite/Snelling.*

#### 6. **Other Discussion**

The Commissioners were given the opportunity to share thoughts with J. Hayes on the role LRPC plays in the region. J. Hayes sees the future for LRPC as a balance between environmental quality and economic opportunity. He likes the idea that the natural environment guides the region economically, is familiar with a tourism economy and feels that the region has many great assets that offer much opportunity. He feels that

there is a lot of opportunity for the region to work more cohesively together, but has no specific projects to elaborate on at this time given his brief tenure. He thinks that it would make sense to create a regional Capital Improvement Program (CIP) that would create a tangible report on investment needs in the region and looks forward to working on that project. Dialogue ensued regarding joint municipal purchasing opportunities, maintaining local control while having regional approaches to saving money, promoting local energy, and agriculture as a strategy for providing jobs and creating open space.

W. Hutchins updated the Commissioners on HB 1573 which was introduced by freshman Legislator Jane Cormier of the Alton/Barnstead/Gilmanton area. The Bill calls for the elimination of RPCs and a requirement for election of Planning Board members. W. Hutchins said that the Bill takes away the existing right of individual towns to decide whether they wish to belong to an RPC, and that all municipalities in the state have the right at this time to decide at town meeting whether their planning board officials are elected or appointed. He testified against the Bill at the January 15 hearing. On January 23 the committee unanimously said no to the Bill and it will now go to the full floor for a voice vote or roll call vote if required, which will put those who support the Bill on record. He thanked the Board for their unanimous support in authorizing a letter to the committee opposing the bill and supporting an Inexpedient to Legislate (ITL).

**8. Adjournment**

There being no other business, S. Bean declared the meeting adjourned at 7:15 p.m.