

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

**September 17, 2010**  
**Conference Room**  
**Strafford Regional Planning Commission**  
**150 Wakefield Street**  
**Rochester, NH**

**Members Present:** Lou Vita, Vice Chairman, Middleton; C. Thomas Crosby, Secretary-Treasurer, Madbury; Rick McMenimen, Newmarket; Sandra Keans, Rochester; Kenn Ortmann, Rochester.

**Absent:** Edmund Jansen, Jr., Chairman, Rollinsford.

**Staff Present:** Cynthia Copeland, Linda Osburn, Marilyn Barton.

Vice Chairman Vita noted a quorum and called the meeting to order at 8:10 AM.

**1. Minutes of August 20, 2010 Executive Committee Meeting**

**Vice Chairman Vita entertained a motion to approve the minutes of the August 20, 2010 Executive Committee meeting. McMenimen requested the correction of “Keas” to “Keans” under Item 5.c. on line 8 of page 3. Ortmann made the motion to approve the minutes with the noted correction, and Crosby seconded the motion. The motion passed unanimously.**

**2. Draft Financial Reports August 2010**

Copeland discussed the draft August 2010 financial reports including the income of \$35,354.82 and expenses of \$48,208.17; accounts receivable of \$117,776.53; accounts payable of \$352.98. Copeland discussed the income by customer, accounts receivable, accounts payable and August expenses, and stated that the outstanding invoice to NH Department of Transportation (NHDOT) for the FY 06-07 indirect rate adjustment had been paid today. Copeland discussed the number of billable hours needed cover expenses.

**3. Strafford Metropolitan Planning Organization August Administrative Modifications**

Vice Chairman Vita noted the request from the NHDOT to process administrative modifications to the 2009-2012 Transportation Improvement Program (TIP).

1. 7496 MILTON, 15905- NH Route 125, BRIDGE REHABILITATION/DECK REPLACEMENT OVER RR – 212/128 {Red List}. Additional PE required. Request for authorization of \$11,000 additional PE and decreased \$270,000 construction.
2. 695 DOVER, 13796 – WASHINGTON STREET, BRIDGE REHABILITATION OVER B&M RAILROAD- 120/118 {Municipal Bridge Program}. Request for authorization of \$13,000 and funding change from FY 2010 to FY 2011.
3. 1191 NEWINGTON-DOVER, 11238-NH 16/US 4/SPLDG TPK, WIDEN TURNPIKE INCLUDING LITTLE BAY BRIDGES FROM GOSLING ROAD TO DOVER TOLL.6601. Reduction in 2010 ROW and increase in 2011 ROW; request for \$1.4 Million Reduction in

2010; request for \$1.515 Million Increase in 2011 ROW; request shift in construction funding from FY 2010 to FY 2011 and FY 2011 to FY 2010; request for authorization of 3% increase in funding in concurrence with annual inflation rates.

4. 5623 STATEWIDE, 14265- Various, CREATION OF A TRANSPORTATION MANAGEMENT CENTER (With Emergency Operations Center, Emergency Communication Center, & State Police Dispatch) [04-34CM]. Request for authorization for \$164,000 reduction in 2010 construction and authorization for \$170,000 for 2011 construction.
5. 6767 STATEWIDE, HSIP – Preservation. HIGHWAY SAFETY IMPROVEMENT PROGRAM. Request for authorization of \$700,000 in additional preliminary engineering for FY 2010.
6. 1684 STATEWIDE SPECIAL, 10909B-EBG & ROW, FEODETIC ADVISOR, COOPERATIVE AGREEMENT BETWEEN US DEPT of COMMERCE NATIONAL OCEAN SERVICES AND NHDOT. Request for split in 2009 preliminary engineering funding of \$42,000 from STP- State Flexible to \$26,000 Redistribution (Flexible) and \$16,000 STP- State Flexible.

Copeland stated that she recommended the administrative modifications. Ortmann asked what the categories labeled “bridge on/off” and “non-participating” meant and suggested a link to an online description. Copeland noted that the first modification – 7496 Milton, 15905- NH Route 125, Bridge Rehabilitation/Deck Replacement over RR-212/128- was approved under the expedited approval process specified in the Strafford MPO Prospectus authorizing the Executive Committee to act under specified emergency situations wherein failing to act would impede the work of the MPO Policy Committee to maintain compliance with federal regulations and timeframes. She stated the above referenced modification was sent to the Executive Committee members on Friday, September 10, 2010 and contacted on September 13, 2010 wherein four members (Jansen, Vita, Ortmann and McMenimen) affirmed concurrence with the Executive Director’s recommendation.

**Ortmann made a motion to concur with the recommendation of the Executive Director to approve the September Administrative modifications, and Crosby seconded the motion. The motion passed unanimously.**

#### **4. Updates**

##### **a. NH Rail Authority**

Vice Chairman Vita postponed this item to follow the discussion of the Pease Airport Master Plan.

##### **b. Pease Airport Master Plan Update**

Vice Chairman Vita stated that he was unable to attend the Advisory Committee meeting on September 16, 2010 and that Copeland had attended the meeting. Copeland stated that a report from Hoyle, Tanner & Associates was open for public input until October 14. She stated she learned that growth in cargo was not forecasted for expansion; growth was forecasted in general aviation for business jets; and maintenance facilities growth was forecasted to remain even as Southern states are easier to heat hangers and offer incentives. Copeland discussed marketing Pease Airport as a New York suburb and cited fuel prices spiking up and down as a key factor in commercial airline services that failed at Pease. Keans joined the meeting at 8:35 AM. Crosby discussed fuel storage capacity and the National Guard. Copeland discussed Pease desire to keep cargo open for the large Russian made cargo planes that carry printing presses, and she discussed

the cargo industry finding that utilizing Boston or New York airports was more cost effective. Keans asked if high fees had an impact. Copeland responded that there was an article regarding fees scheduled for the Sunday Portsmouth Herald paper. Ortmann asked about the connection to the rail system. Copeland responded that the representative from the NH Department of Transportation had reminded the Advisory Committee of the availability to link to the rail spur. Ortmann stated he would review a copy of the report and noted that one half of the report dealt with stormwater. He suggested the planning commission think about waste disposal and stormwater. Copeland suggested a focus on wetlands. Vice Chairman Vita stated the next Executive Committee meeting was October 15, 2010 and asked if there were any comments. Ortmann and Copeland stated they would scan the report and send out any comments regarding the report.

**a. NH Rail Transit Authority**

Keans stated that she was unable to attend the last meeting of the NH Rail Transit Authority and would review the minutes when available, summarize and send out a report.

**c. NHARPC Legislative Committee**

Ortmann stated that the Legislative Committee met yesterday and the next meeting was scheduled on October 14, 2010. Ortmann stated he submitted priorities were 1) How Planning Commissions should be treated like a state agency, and 2) Climate Change modifications. He discussed the Municipal and County subcommittee and stated he would stay on tops of bills in regard to initiatives.

**d. FEMA Mitigation Grants for Community Mitigation Planning**

Osburn stated that Commissioner Jaffin was unable to attend the Executive Committee meeting and had been given the requested contact information for the committee consisting of Chairman Robert Jaffin, Tom Crosby, Lou Vita and John Parry.

**e. New England Rail Coalition**

Copeland reviewed an email from Tom Irwin, Vice President and NH Advocacy Center Director of the Conservation Law Foundation requesting authorization to add Strafford Regional Planning Commission's signature to two letters from the New England Rail Coalition as follows: 1.) A letter requesting New England members of Congress who have not yet joined the Northeast Rail Caucus to do so; and 2.) A letter thanking those New England members of Congress who have already joined the New England Rail Caucus.

Keans asked if there were any costs involved and Copeland replied that there were no costs involved. Vice Chairman Vita asked if passenger rail was economically rewarding. Copeland stated that Warren Buffet was investing in rail and Keans stated that if cargo is moved off the road system and onto the rail system, money could be made. Vice Chairman Vita discussed federal subsidies to Amtrak and Keans discussed federal tax support of road systems. Ortmann stated that local, state and federal taxes all provide subsidies for transportation-roads, rail, ports, etc- and asked where the funds could make the largest impact. Discussion of cargo rail and passenger rail systems ensued. Vice Chairman Vita suggested watching for a study on transportation subsidies and benefits.

**Ortmann made a motion to concur with the recommendation of the Executive Director to approve the September Administrative modifications, and Crosby seconded the motion. The motion passed unanimously.**

#### **5. Executive Director Report**

Copeland stated that two tickets to the Office of Energy and Planning Law Lecture series were available for Commissioners to attend the lectures. Ortmann suggested they be offered to those communities that are unable to pay for members to attend the lectures, and Vice Chairman Vita asked about the law lecture topics. Ortmann stated the topics were cell towers, zoning board exceptions and variances, and ethics. Vice Chairman Vita asked for a printout of the law lecture brochure and Copeland stated she would send out the brochure. A discussion of law lecture issues ensued.

Copeland stated that Commissioner and Executive Committee member George Snyder of Somersworth had resigned. Discussion of the replacement of an Executive Committee member ensued. Keans suggested sending an email to Commissioners and elect an Executive Committee member at the next Commission meeting. Barton joined the meeting at 8:40 AM and discussed the next Commission meeting scheduled for September 23, 2010 at 7:00 PM. She stated that Tom Crosby will chair the meeting and minutes, dues and election of an Executive Committee member would be discussed and approved if a quorum was present. Barton stated a presentation of the University Master Plan was scheduled. Barton left the meeting at 8:42 AM.

Copeland discussed the Take Back Drugs Day and Copeland stated she would send out additional information. Keans discussed the costly history of drug disposals and stated she would like to connect with hospitals for proper disposal. Discussion of the impact on water supplies and landfills ensued.

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

Osburn asked about the Planning and Land Use books from the Office of Energy and Planning that are distributed to member communities. Discussion of how the books are used ensued and consensus was to continue sending two books to non-dues paying members for their library and community planning office. Vice Chairman Vita suggested an email be sent to all communities informing them the contents are available online and to order hard copies only of what they actually need.

A discussion of primary elections followed. No other business was discussed at the meeting.

#### **7. Adjournment**

**Vice Chairman Vita entertained a motion to adjourn the meeting. Ortmann made a motion to adjourn and McMenimen seconded the motion. The motion passed unanimously and the meeting adjourned at 9:20 AM.**

Respectfully submitted,

Linda Osburn  
Bookkeeper

Executive Committee Meeting Minutes  
September 17, 2010

Minutes approved on October 15, 2010.

By: 

