

BARRINGTON
BROOKFIELD
DOVER
DURHAM
FARMINGTON
LEE
MADBURY
MIDDLETON
MILTON



NEW DURHAM
NEWMARKET
NORTHWOOD
NOTTINGHAM
ROCHESTER
ROLLINSFORD
SOMERSWORTH
STRAFFORD
WAKEFIELD

Strafford Regional Planning Commission September Meeting

Zoom Meeting

September 24, 2020, 3:45 –5:00 p.m.

Meeting Minutes

SRPC Staff Present: Jackson Rand, Stephen Geis, Alaina Rogers, Stefanie Casella, Rachel Dewey, Shayna Sylvia, Jen Czysz

SRPC Members Present: David Landry (Dover); Victoria Parmele (Northwood); Donald Hamann (Rochester); Barbara Holstein (Rochester), Evan McDougall (Wakefield); Joe Boudreau (Rochester); Peter Nelson (Newmarket); Steve Diamond (Barrington); Wayne Burton (Durham)

1. Welcome/Introductions

Chair Victoria Parmele welcomed everyone to the meeting at 3:50 p.m.

Victoria Parmele called the meeting to order. She shared that due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-17, this Committee is authorized to meet electronically. There was no physical location to observe and listen contemporaneously to the meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order: each member in attendance (via Zoom) confirmed their participation and name, and that they were the only one in the room (if connecting with video), or on the phone (if connecting with audio).

Those in attendance at the start of the meeting included Don Hamann, Mark Richardson, Jen Czysz, Victoria Parmele, Dave Landry, Alaina Rogers, Barbara Holstein, Evan McDougal, Jackson Rand, Joe Boudreau, Peter Nelson, Rachel Dewey, Stefanie Casella, and Stephen Geis.

2. Action Items

a. Approval of Draft June 19, 2020 Joint Policy/SRPC Commission Meeting Minutes

Don Hamann **MOVED** to approve the June 19, 2020 Joint Policy Meeting Minutes. Mark Richardson **SECONDED** the motion.

Leslie Schwartz joined the meeting at 3:53 p.m.

The motion **CARRIED** via roll call vote of Joe Boudreau, Dave Landry, Victoria Parmele, Mark Richardson, Peter Nelson, Don Hamann, Steve Diamond, Evan McDougall, Barbara Holstein, Leslie Schwartz voting **IN FAVOR**. Wayne Burton abstained.

b. Acceptance of June 25, 2020 Commission Meeting Notes

D. Hamann **MOVED** to accept the meeting notes of the June 25, 2020 Joint Policy Meeting Notes. Dave Landry **SECONDED** the motion.

Corrections were suggested including adding to the list of attendees to include Richard Michaud, Emmett Soldati, Jenn Marsh, Shawn Menard, and Wayne Burton.

The motion **CARRIED** via roll call vote of Joe Boudreau, Dave Landry, Victoria Parmele, Wayne Burton, Mark Richardson, Peter Nelson, Don Hamann, Steve Diamond, Evan McDougall, Barbara Holstein, and Leslie Schwartz voting **IN FAVOR**.

c. Approval of Executive Committee recommended FY 2022 Dues Rates

J. Czys reviewed the process of setting the dues rate, and why this is done so far in advance. She explained how the dues rates are normally calculated using the OSI population estimates and the June-to-June CPI. J. Czys added that for the FY 2022 dues, the SRPC also considered two alternate dues rate calculations (freeze existing FY2021 rates or adjust for population estimates only). SRPC factored in uncertainty in budgets with the COVID-19 pandemic. J. Czys explained what calculation method the Executive Committee chose and how it effects dues rates - some rate even decreased. The Executive Committee proposed to only adjust the annual dues based upon the updated population estimates and to not assess the CPI inflation factor.

W. Burton asked about certain communities not paying dues, and whether they would be paying in FY 2022. J. Czys explained which communities don't currently pay dues, and shared which ones she expected to continue not paying versus those that might.

Steve Diamond asked if the lack of dues or choosing one way of calculation over the other would affect SRPC significantly. J. Czynski replied that SRPC did receive the EDA CARES Act funding, which will put SRPC in a great position on the revenue side and will offset the dues intake.

D. Landry asked about another community not paying dues. He opined that providing affordable services to a community not paying dues could lead to a cycle of them never deciding to pay dues. J. Czynski responded that it's not always the town leaders that don't want to pay dues, but that taxpayers can often vote it down. W. Burton commended SRPC's services on behalf of the Town of Durham. The Living Shoreline project anecdote was shared. Shayna Sylvia was commended for her educational kiosk design.

D. Hamann **MOVED** to approve the Executive Committee recommended FY2022 Dues. Dave Landry **SECONDED** the motion.

The motion **CARRIED** via roll call vote of Joe Boudreau, Dave Landry, Victoria Parmele, Wayne Burton, Mark Richardson, Peter Nelson, Don Hamann, Steve Diamond, Evan McDougall, Barbara Holstein, and Leslie Schwartz voting **IN FAVOR**.

d. Acceptance of the FY 2020 SRPC Annual Report and Commissioner's Handbook

S. Sylvia presented the draft FY 2020 Annual Report noting that this year the document has been restructured and designed. Joe Boudreau suggested adding testimonials to the SRPC Annual Report. These will be added.

J. Boudreau **MOVED** to accept the FY 2020 Annual Report with the addition of testimonials. D. Hamann **SECONDED** the motion.

The motion **CARRIED** via roll call vote of Joe Boudreau, Dave Landry, Victoria Parmele, Wayne Burton, Mark Richardson, Peter Nelson, Don Hamann, Steve Diamond, Evan McDougall, Barbara Holstein, and Leslie Schwartz voting **IN FAVOR**.

3. Presentation - A Tour of SRPC's New Online Mapping Tools

Jackson Rand introduced himself. He shared his plan to give an overview of SRPC's online platform and then lead an interactive activity. He explained to attendees how to access SRPC's Online Mapping Tools using a link on the SRPC website. Additionally, he reviewed the featured content category, which is a list of the most popular SRPC maps accessed by staff and visitors alike.

J. Rand explained how the SRPC standard maps have been added to the ArcOnline site to supplement the static versions on the SRPC website. J. Rand reviewed project maps, a new feature SRPC has been using with some of its newer projects and data collection initiatives. He navigated the community features map, showing how to bring up the pop-up for more info, and how to zoom in and out within in the region.

J. Rand explained that SRPC was initially using Map Geo, but has now replaced it with the ArcOnline tax parcel viewer.

Kyle Pimental joined the meeting at 4:23 p.m.

J. Rand explained that not every community has given SRPC its parcel data. He reviewed the different features of the tax parcel viewer by clicking the lots on the map and demonstrating how to toggle data layers. He added that the legend on the map will update as items are toggled. J. Rand detailed how to select different base maps, use the ruler tool to measure parcels and distance, and how to print maps.

J. Rand introduced the open data portal, which allows anyone to download standard GIS data layers, and any data on the standardized maps. He added that moving forward SRPC is planning to upload project specific maps. J. Rand shared that there is a search bar which helps users access different data categories. He reviewed the options and formats for downloading the data. He added that there are currently 90 data layers available.

J. Rand explained that the 'Map' menu button brings users to a place where they can create their own map. Peter Nelson commended the direction that SRPC is going with this platform. He asked if there was a way to zoom to an exact extent for a town. J. Rand replied that this is not currently possible. J. Rand added that you can download data for specific municipal focused maps.

P. Nelson asked how this data is updated. Data being used for the maps in the ArcOnline platform will be updated as SRPC received updated data from GRANIT. Jen Czysz reiterated that we can only edit data as we get updates.

S. Diamond asked how users know when the data is from. J. Rand responded that the dates are in the open data portal.

A discussion ensued about capacity needs for data storage.

S. Diamond asked why SRPC ended their MapGeo contract. SRPC is able to fully replicate the MapGeo content within the ArcOnline platform at no additional cost beyond our existing license fees.

S. Diamond asked if the online mapping tools will allow a user to access private road data. J. Rand responded that this would only be possible if a community provided SRPC with their assessing data. V. Parmele asked if this could be shared with planning boards, etc., which it can. Boudreau asked about the audience for these tools, it can be anyone. He suggested this be used for classrooms and teachers.

Lindsey Williams joined the meeting at 4:43 p.m.

The interactive mapping exercise was tabled given the need to move on to the remaining agenda items.

4. Discussion

a. Resiliency Committee update and discussion

V. Parmele explained that the Resiliency Subcommittee was born from a previous Commission meeting. A subcommittee has now been formed. The first meeting was Sept. 23. Members are going to first focus on brainstorming a vision and practical action items. There is funding available to do this work. Currently involved Commissioners and staff included Stefanie Casella Jen Czysz, Joe Boudreau, Victoria Parmele, Leslie Schwartz, and Steve Diamond.

This group is particularly important considering resiliency with COVID – 19. This subcommittee will allow SRPC to potentially grow its services, facilitate collaboration among municipalities, and create a plan to address these issues. V. Parmele shared that this is an exploratory subcommittee. This subcommittee will continue to Inform commissioners as to what's been happening and inform continued progress in these areas.

S. Diamond referenced the statewide drought sharing that with severity real changes would be necessary. The committee can discuss these issues on a deeper level and address basic needs like, water, food, and housing.

S. Diamond mentioned sustainability across the U.S and the effects of this. The effect on older Americans was discussed.

It could be useful to encourage a call to action for involvement from public works, police/fire, and other hazard mitigation employees to share real life stories.

L. Schwartz gave a big picture overview of the subcommittee, noting the importance of regional resilience, and the realizations that have come with the COVID-19 pandemic.

D. Hamann suggested various Commissioner could pop in and attend subcommittee meetings, as necessary. It was suggested that we could Invite experts in various fields to assist in our efforts. W. Burton asked about strategic planning versus resiliency planning.

V. Parmele said that SRPC's strategic plan noted involving commissioners more, and this subcommittee came out of that.

J. Boudreau shared that independent of COVID-19 it is important for this group to look at certain key areas and use this subcommittee as an opportunity for planning and action around those.

Lindsey Williams shared that she appreciates the conversations. She noted the importance of not just bouncing back but bouncing forward. She explained the importance of planning for these big events before they happen. She added the importance of being prepared. She suggested that the group look at everything from an equity lens. How can we seek out voices that are underrepresented?

V. Parmele suggested that P. Nelson tie in some of his work and interest in sustainable energy. P. Nelson agreed.

K. Pimental shared a preparedness graph, this can be shared with all after the meeting.

Victoria noted that committee is officially established.

b. Recycling Roundtable update and discussion

Alaina Rogers gave an update on the recycling roundtable. Members have discussed current systems to date, and members are realizing that current systems are not really working. There could be an opportunity for partnerships for transfer stations.

Alaina Rogers shared that Mr. Fox has been represented at meetings. She added that Durham is doing a composting challenge. The members have discussed ideas for home composting.

Committee members have realized that they need more data. SRPC might be able to gather this and disseminate the information.

Alaina Rogers discussed other initiatives nearby like paint return programs in Maine.

There is much value in education and using short videos could be key.

Alaina Rogers reviewed the next steps for the group, as they continue to meet regularly.

Ideas about inviting guest presenters were discussed.

5. Commissioner's Roundtable

6. Other Business

Commissioners decided to move Jackson's interactive portion of the meeting to be a separate event. This will take place later as a webinar and will be recorded.

7. Citizen's Forum

8. Adjournment

D. Hamann **MOVED** to adjourn the meeting. P. Nelson **SECONDED** the motion, of which all were **IN FAVOR**.

The meeting adjourned at 5:25 p.m.

Respectfully submitted by,

Shayna Sylvia
Communications and Outreach Planner