



**SRPC Commission Meeting Minutes
February 24, 2022
3:45-5:30 p.m.
150 Wakefield Street, Suite 12
Conference Room 1A
Rochester, NH**

1. Networking and Welcome

At 3:53 p.m. Chairman David Landry stated that this meeting is being held as a hybrid meeting with both in person and remote attendance. There are 4 communities with in-person representation and combined with the 10 remote participants would constitute a quorum with a unanimous vote of the members present as allowed in the Commission By-laws. D. Landry asked for a vote to move forward and declare a quorum. A role call vote was taken: Katrin Kasper, Barbara Holstein, Richard Michaud, Joe Boudreau and David Landry voting unanimously in favor.

2. Introductions

Commissioners attending in person: Katrin Kasper, Lee; Barbara Holstein, Rochester; Richard Michaud, Somersworth; Joe Boudreau, Rochester; David Landry, Dover

Commissioners participating remotely: Leslie Schwartz, Durham; Lindsey Williams, Dover; Michael Bobinsky, Somersworth; Dawn Genes, Lee; Tom Crosby, Madbury; Herb Ueda, Rollinsford; Mark Richardson, Somersworth; Donald Hamann, Rochester; Charlene Anderson, Nottingham; Peter Nelson, Newmarket; Steve Diamond, Barrington; Lisa Henderson, Newmarket; and Wesley Merritt, Durham

Staff attending in person: Jennifer Czysz, Executive Director

Staff participating remotely: Shayna Sylvia, Nancy O'Connor, Stephen Geis, Jackson Rand, Autumn Scott, Rachel Dewey, James Burdin, Natalie Moles, Zuzy Duffy, Blair Haney and Megan Taylor-Fetter

3. Staff Updates

J. Czysz stated there are a couple things to keep your eye out for. One is the EV charging infrastructure funding that is coming forward. Staff members Jackson Rand and Zuzy Duffy are compiling the information we have on priority corridors. Those that are both EV ready and pending as well as tools that help prioritize based on quality and various other factors. Staff will be reaching out to communities to pull together a listing of potential EV sites. Stay tuned, it is moving rapidly, and we want to be prepared.

Second, the scan team is out and about in communities. One key lesson learned is for communities to prep documents. The more prepared you are the faster the scan team can work and scan more documents.

Lastly, the Governor announced the Invest Program which has millions for programed for housing. In that there was a proposal to provide 5-million to fund NH municipalities for various planning zoning activities that promote housing policies.

4. Actions Items

a. Approve the December 2, 2021 Commission Meeting Minutes

R. Michaud MOVED to approve the December 2, 2021 Commission Meeting Minutes SECONDED by J. Boudreau. A roll call vote was taken: K. Kasper, B. Holstein, R. Michaud, J. Boudreau, D. Landry, M. Bobinsky, D. Genes, T. Crosby, H. Ueda, M. Richardson, D. Hamann, W. Merrit, P. Nelson, L. Henderson, L. Schwartz, L. Williams and S. Diamond

5. Program Updates

a. Regional Housing Needs Assessment Kick-Off

S. Sylvia shared an update on the Regional Housing Needs Assessment (RHNA) and SRPC's 2022 project. She explained that a RHNA is a mandated function of regional planning commissions per RSA 36:47. It allows SRPC to look at housing availability, conditions, and the needs of the region. SRPC is talking with businesses and the public to identify housing needs and provide data that can be used for promoting better housing policies. This program is funded from the American Rescue Plan State Local Recovery Fund Grant (ARPA).

Shayna further explained that the program kicked off in September 2021 and will go through to December 2022. SRPC is partnering with the other eight regional planning commissions and the NH Office of Development and Planning. A public kick-off of the project began on February 17, 2022 with a press release from Office of Planning and Development (OPD). Information subsequently has been posted to the NH Association of Regional Planning Commissions (NHARPC) website as well as individual RPC websites

S. Sylvia encouraged everyone to take the survey which was launched on February 16, 2022.. The next steps include survey promotion, outreach to various key stakeholders, data analysis and plan writing.

Discussion ensued on how the survey would get out to the public in ways other than internet based including distribution to libraires, senior centers and other locations inside of communities.

Other discussion included the definition of affordable housing, diversity of housing needs in the region and state, incentives for builders and various concerns coming before Planning Boards,

J. Czysz acknowledged the staff working on this project including Shayna for presenting and who has been working with Nancy on the outreach components; Natalie who has been coordinating with other RPC's and has done much of the writing; Rachel for the data analysis component and Jackson and Mark for their work on visualization.

b. Community Development Block Grant Services

Blair Haney introduced himself as Regional Planner with SRPC. He has been administering the CDBG program for SRPC. B. Haney provided a a high-level overview of the CDBG program, SRPC roles, and how communities can benefit. CDBG is a federal grant program, administered at the state level by CDFA and implemented at the local level, The program is intended for low- and moderate-income housing. The program has five categories:

- Housing

- Public facilities
- Economic development
- Transformative and Planning
- Emergency programming

B Haney explained that SRPC's role is twofold: one as a grant writer the other as a grant administrator should the community be awarded a grant. There is no cost to the community as costs are built into the grant. CDBG is incredibly regulated to minimize fraud, waste and abuse. SRPC can monitor the flow of funds, capture the backup documents and ensure compliance.

The benefits to working with SRPC is experience and expertise. SRPC is familiar with the needs of your communities, knows where the priorities are and can leverage the funding.

D. Landry thanked B. Haney for providing an excellent and clear explanation of the CDBG program. Discussion ensued with questions on using these grants in conjunction with matching transportation grants to implement current projects. J. Czysz answered you cannot match federal with federal. B. Haney added CDBG grants have a 25 percent. match and you must weave the narrative that it explicitly benefits low- and moderate-income people.

6. Comprehensive Economic Development Strategy

a. Annual Update Kick-Off James Burdin, Natalie Moles and Nancy O'Connor

James, Natalie and Nancy presented an overview of the CEDS process, and the various themes:

- Economic Growth
- Workforce
- Education and Business Operations
- Housing
- Childcare
- Age Friendliness
- Mobility and Accessibility
- Community Vibrancy
- Infrastructure

J. Burdin explained that each theme has three different lenses to consider, Equity, Environmental Justice, and Partnership and Collaboration. Commissioners engaged in a discussion on the effect the pandemic has had on all the aspects of the themes presented. Other points discussed were mental health impacts and work force. D. Landry thanked staff for their presentations and the hard work put into them.

7. Commissioner Roundtable

L. Williams reported that the Dover City Council voted to form a committee for the purpose of studying stormwater and flood resilience funding options.

8. Citizens Forum

There were no citizens attending to comment

9. Adjourn

M. Bobinsky MOVED to ADJOURN SECONDED by J. Boudreau. A roll call vote was taken: K. Kasper, B. Holstein, R. Michaud, J. Boudreau, D. Landry, M. Bobinsky, D. Genes, T. Crosby, H. Ueda, M. Richardson, D. Hamann, W. Merrit, P. Nelson, L. Henderson, L. Schwartz, L. Williams and S. Diamond.