

## Commission Meeting

Friday, September 20, 2024 9:00-10:30 AM

Hybrid Meeting (Conference Rm 1A, SRPC Office & via Zoom)

In accordance with RSA 91:A, the Commission requires an in-person quorum. So long as an in-person quorum, Commissioners may participate virtually. Guests may attend the meeting virtually or at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously.

**Meeting URL:** <https://us02web.zoom.us/j/85802372877>

**Meeting ID:** 858 0237 2877

**Telephone-only Access:** +1 646 558 8656

These instructions have also been provided at [www.trafford.org](http://www.trafford.org). If anybody is unable to access the meeting, please email [mtaylorfetter@trafford.org](mailto:mtaylorfetter@trafford.org) or call 603-994-3500 (x115).

Agenda Item	Time	Pre-Meeting Notes
<b>1) Welcome and Introductions</b>	5 minutes	
<b>2) Commissioner Roundtable</b>	10 minutes	Updates from your community
<b>3) Action Items</b> a. Approve minutes of 8/16/2024 b. Accept the Annual Report c. Approve FY2026 Dues	5 minutes	Minutes in meeting packet Link to Annual Report will be sent prior to the meeting
<b>4) Staff Presentation</b> a. Housing Opportunity Planning Grant Highlights	60 minutes	See meeting memo
<b>5) Other Business</b>	5 minutes	
<b>6) Citizens Forum</b>	5 minutes	
<b>7) Adjourn</b>		

Reasonable accommodations for people with disabilities are available upon request. Include a detailed description of the accommodation you will need along with your contact info. Please make your request as early as possible; allowing at least 5 days advance notice. Last minute requests will be accepted but may be impossible to fill. Please call (603) 994-3500 or email [srpc@trafford.org](mailto:srpc@trafford.org).



## **RULES OF PROCEDURE**

*Strafford Regional Planning Commission  
Strafford Metropolitan Planning Organization, and  
Strafford Economic Development District*

### **Meeting Etiquette**

Be present at the scheduled start of the meeting.

Be respectful of the views of others.

Ensure that only one person talks at a time. Raising your hand to be recognized by the chair or facilitator is good practice.

Do not interrupt others or start talking before someone finishes.

Do not engage in cross talk.

Avoid individual discussions in small groups during the meeting. When one person speaks, others should listen.

Active participation is encouraged from all members.

When speaking, participants should adhere to topics of discussion directly related to agenda items.

When speaking, individuals should be brief and concise when speaking.

The Strafford Regional Planning Commission & Metropolitan Planning Organization holds both public meetings and public hearings.

For public meetings, guests are welcome to observe, but should follow proper meeting etiquette allowing the meeting to proceed uninterrupted. Members of the public who wish to be involved and heard should use venues such as Citizen Forum, Public Hearings, Public Comment Periods, outreach events, seminars, workshops, listening sessions, etc.



## **MPO Policy Committee Meeting**

Friday, August 16, 2024 9:00-10:30 AM

Hybrid Meeting (Conference Rm 1A, SRPC Office & via Zoom)

### **Agenda Item**

**1) Welcome and Introductions: 9:00 a.m.**

Dave Landry, Joe Boudreau, Michael Bobinsky, Mark Richardson, Marshall Goldberg, Barbara Holstein, John Mullen, Kate Buzard, Matt Towne, Katrin Kasper, Steve Brown, Wayne Burton, Rick Healey, Chris Kinville, Michael Williams,

Staff present: Jen Czysz, Colin Lentz

Policy members participating on Zoom: Beverly Cray, Lindsey Williams, Glen Davison

### **2) Commissioner Roundtable**

W. Burton reported on a meeting between the UNH president and Durham Town Council to discuss a town resolution regarding the war in Palestine and the treatment of protesters.

W. Burton reported that the UNH president is organizing an advisory committee to oversee the development of the West Edge development, and that Farm Day in Durham is tomorrow.

Mike B. reported that there are two significant groundbreaking events happening in Somersworth. The first is development of a modern 135-unit apartment complex downtown and (Another development in Mill district pending) in review with the Planning Board. The second event is the City has finally partnered with a company to develop a solar array at the Blackwater Road super fund site. This is a partnership with the company, the EPA and DES.

J. Boudreau reported that the groundbreaking has begun for a new elementary school to replace two existing schools.

### **3) Public Hearing: Update to the Public Participation Plan**

At 9:23 a.m. D. Landry opened the public hearing. C. Lentz stated that the draft update to the Public Participation Plan has been in public comment since July 1st. This plan establishes SRPC's goals and objectives for engaging with the public and ensuring diverse voices in the region are represented in the transportation planning process. The draft plan was distributed to the public through various media and physical copies delivered to libraries and town halls.

The public comment period closed at 9:40 a.m.

### **4) Action Items**

#### **a) Minutes of 7/19/2024**

M. Bobinsky motioned to approve the minutes of 7/19/2024 as presented. K. Kasper seconded the motion. A roll call vote was taken with all Policy members voting unanimously in favor.

#### **b) Adopt Draft Public Participation Plan**

M. Bobinsky motioned to approve the adoption of the Draft Public Participation Plan, following a second, roll call vote was taken with Policy members voting in favor and one abstention.



## **5) Discussion Items**

### **Preparing for MTP project scoring and 10-yr plan submission**

Policy members discussed the project development process and future funding opportunities. SRPC's Metropolitan Transportation Plan comprises a pool of prospective transportation projects. The goal is to build out that pool of projects to have as many ready for funding as possible. That requires engineering support to develop scopes, cost estimates, and conceptual designs. SRPC's on-call engineering team at BETA has completed initial reviews for five Metro Plan projects. They will be providing more detailed analysis and drawings of priority alternatives for the five projects. The on-call engineering contract includes another \$50,000 for additional projects to be reviewed and developed by BETA. The next big funding opportunity coming up is the State 10-yr Plan. The five projects assessed by BETA so far are essentially ready for submission to NHDOT for initial review of candidate 10-yr plan projects in November. In February/March of 2025, SRPC committee members will have pair down that list of five projects to those that fit within the \$5.8 million.

## **6) Other Business**

C. Lentz reported that the event A Week Without Driving will take place at the end of September.

M. Taylor Fetter asked for volunteers to join the Joint Loss Management Committee. M. Towne offered to join.

## **7) Citizens Forum**

There were no members of the public to share comments.

## **8) Adjourn**

M. Bobinsky motioned to adjourn. Following a second, a roll call vote was taken with all Policy members voting unanimously in favor.





**DATE:** September 13, 2024  
**TO:** SRPC Commissioners  
**FROM:** Jen Czysz, Executive Director  
**RE:** **September 20, 2024 Meeting Discussion Items & Upcoming Meeting Schedule**

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**Annual Report**

Each year SRPC prepares an annual report that highlights the successes of the prior year and lays out the budget for the current year. We are in the final editing process and will share the report with you next week, in advance of the meeting.

**Housing Opportunity Planning Grant Highlights**

Staff members including principal planners Kerrie Diers and Blair Haney and senior planners Natalie Gemma and Mark Davie will share highlights from our recently, or soon to be, completed Housing Opportunity Planning (HOP) grant communities. To date, SRPC has worked with the following communities on a variety of projects:

- Barrington: [Master Plan](#)
- Dover: [Regulatory Audit](#) and Policies Development
- Farmington: Housing Navigator and [Route 11 Corridor Study](#)
- New Durham: Housing Navigator and [Master Plan](#)
- Newmarket: [Master Plan](#) and Form Based Code
- Somersworth: [Master Plan and Audit](#)

There is another round of HOP grant funding available, and applications are due on September 30<sup>th</sup>. We are currently working with several communities to submit applications. Additionally, the state recently completed and adopted administrative rules for a new [Housing Champions program](#) that will likely launch late fall or early winter. Stay tuned!

**Draft Schedule of Upcoming Meetings (subject to change)**

**Monthly Meetings:** 3<sup>rd</sup> Friday of the month, 9-10:30 AM, SRPC Office, Conf. Room 1A

**Quarterly Field Trips:** Thursdays, 3:45-5:30 PM, in Sept., Dec., Feb., and Jun.

Date	Location	Program	Tentative Agenda Items
Thur. Sep. 26, 2024 3:30-5:30 PM	Field Trip Barrington Town Offices	EDD	• Municipal Solar projects
Fri. Oct. 18, 2024 9-10:30 AM	SRPC	MPO	• Final vote on MTP candidate projects submit to NHDOT
Fri, Nov. 15, 2024 9-10:30 AM	SRPC	EDD	• TBD

# Strafford Regional Planning Commission

## Fiscal Year 2026 Dues Rates

Presented for Adoption by the SRPC Commission September 20, 2024

CPI 2.9% 2.9%

Community	Current FY2025 Dues Rates				Proposed FY2026 Dues Rates				
	2022 Population Estimate	FY2025 Per Capita Rate for up to 5,000 Population with 3.2% CPI Increase	FY2025 Per Capita Rate for above 5,000 Population with 3.2% CPI Increase	FY2025 Dues	2023 Population Estimate	FY2026 Per Capita Rate for up to 5,000 Population with 3.2% CPI Increase	FY2026 Per Capita Rate for above 5,000 Population with 3.2% CPI Increase	FY2026 Dues	Dues Change from FY2025
<b>Rochester</b>	33,018	\$1.2874	\$0.6072	\$23,450.21	33,555	\$1.3247	\$0.6248	\$24,465.80	\$1,015.59
<b>Dover</b>	33,234	\$1.2874	\$0.6072	\$23,581.37	33,360	\$1.3247	\$0.6248	\$24,343.95	\$762.59
<b>Durham</b>	14,695	\$1.2874	\$0.6072	\$12,324.08	15,069	\$1.3247	\$0.6248	\$12,915.17	\$591.09
<b>Somersworth</b>	12,037	\$1.2874	\$0.6072	\$10,710.09	12,026	\$1.3247	\$0.6248	\$11,013.81	\$303.72
<b>Barrington</b>	9,474	\$1.2874	\$0.6072	\$9,153.78	9,568	\$1.3247	\$0.6248	\$9,477.97	\$324.19
<b>Newmarket</b>	9,459	\$1.2874	\$0.6072	\$9,144.67	9,534	\$1.3247	\$0.6248	\$9,456.73	\$312.06
<b>Farmington</b>	6,839	\$1.2874	\$0.6072	\$7,553.75	6,841	\$1.3247	\$0.6248	\$7,774.06	\$220.31
<b>Nottingham</b>	5,371	\$1.2874	\$0.6072	\$6,662.35	5,372	\$1.3247	\$0.6248	\$6,856.18	\$193.83
<b>Wakefield</b>	5,288	\$1.2874	\$0.6072	\$6,611.95	5,315	\$1.3247	\$0.6248	\$6,820.57	\$208.62
<b>Northwood</b>	4,684	\$1.2874		\$6,030.25	4,698	\$1.3247		\$6,223.67	\$193.42
<b>Lee</b>	4,567	\$1.2874		\$5,879.62	4,592	\$1.3247		\$6,083.25	\$203.63
<b>Milton</b>	4,536	\$1.2874		\$5,839.71	4,539	\$1.3247		\$6,013.03	\$173.33
<b>Strafford</b>	4,280	\$1.2874		\$5,510.13	4,289	\$1.3247		\$5,681.85	\$171.72
<b>New Durham</b>	2,770	\$1.2874		\$3,566.14	2,782	\$1.3247		\$3,685.45	\$119.31
<b>Rollinsford</b>	2,638	\$1.2874		\$3,396.20	2,635	\$1.3247		\$3,490.71	\$94.52
<b>Madbury</b>	1,964	\$1.2874		\$2,528.48	1,963	\$1.3247		\$2,600.48	\$72.00
<b>Middleton</b>	1,856	\$1.2874		\$2,389.44	1,855	\$1.3247		\$2,457.41	\$67.97
<b>Brookfield</b>	774	\$1.2874		\$996.46	769	\$1.3247		\$1,018.73	\$22.27
<b>TOTALS</b>	<b>157,484</b>			<b>\$145,328.65</b>	<b>158,762</b>			<b>\$150,378.82</b>	<b>\$5,050.16</b>

Sources:

CPI: <https://www.bls.gov/bls/news-release/cpi.htm>

Population Estimates: [https://www.nheconomy.com/office-of-planning-and-development/what-we-do/state-data-center-\(census-data\)/population-estimates](https://www.nheconomy.com/office-of-planning-and-development/what-we-do/state-data-center-(census-data)/population-estimates)