

MINUTES
STRAFFORD REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING

May 11, 2007
Conference Room
Strafford Regional Planning Commission
2 Ridge Street
Dover, NH

Members Present: Al Dixon, Chairman, Newmarket; Edmund Jansen, Jr., Vice-Chairman, Rollinsford; Frank Torr, Dover; Thomas Crosby, Secretary-Treasurer, Madbury; Bruce Woodruff, Milton; Kenn Ortmann, Rochester.

Staff Present: Cynthia Copeland and Linda Osburn.

Chairman Dixon called the meeting to order at 7:38 AM with Dixon, Jansen, Crosby, Ortmann and Torr in attendance.

Minutes

Chairman Dixon entertained a motion to approve the minutes of the April 13, 2007 Executive Committee meeting as written. Torr made the motion to approve the April 13, 2007 minutes as written. Crosby seconded the motion. Motion passed unanimously.

Draft Financial Reports April 2007

Copeland reviewed the draft April financial reports including income and expense accounts. She stated there might be savings in May.

FY 2008 Budget for Approval and Recommendation to Commissioners

Copeland distributed a revised budget that included Middleton's dues, adjusted municipal planning services, and updated salaries and benefits. She discussed the additional funding for the Unified Planning Work Program (UPWP) contract to address the mandated Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requirements. Copeland discussed expenses and contracted work for road inventory, traffic model assistance, Coordinated Human Service Transportation Plan, Intelligent Transportation Systems (ITS) Plan. She stated that there was an addition error in the FY 2007 contracted work total. Copeland stated she would correct the error and email the corrected version to the members for approval and recommendation to the Commissioners.

Ortmann made a motion to request Copeland email the corrected version of the FY 2008 budget to the Executive Committee members for approval and recommendation to the Commissioners. Crosby seconded the motion. Motion passed unanimously.

FY 2008 Executive Committee Slate of Officers for Recommendation to Commissioners

Woodruff joined the meeting at 8:00 AM. He stated he had contacted Larry Brown from Milton to join the Executive Committee, but he had not been able to find a seventh member to serve on the Executive Committee. A discussion regarding Commissioners interested in joining the Executive Committee ensued. The following slate of officers and Executive Committee members for FY 2008 were recommended:

Edmund Jansen, Jr., Chairman
Frank Torr, Vice Chairman
Tom Crosby, Secretary/Treasurer
Bruce Woodruff, Executive Committee member
Kenn Ortmann, Executive Committee member
Larry Brown, Executive Committee member

Woodruff stated that nominations at the Annual Meeting would be encouraged to elect the remaining Executive Committee member.

Annual Meeting Logistics

Osburn discussed the draft Agenda for the May 31, 2007 Strafford Regional Planning Commission Annual Meeting. Copeland suggested adding a tribute to Edgar "Ted" Huckins, a long time SRPC Commissioner from Strafford, who passed away in April. She stated that she would contact Elizabeth Evans in Strafford to determine a specific tree to plant in Strafford to honor Mr. Huckins.

Executive Director Report

Copeland distributed the May Executive Director report. She discussed the scheduled transportation planner interviews, the upcoming Coast ridership survey, and the purchase of a new server. Copeland discussed the Ten-Year Plan Project Solicitation, the Little Bay Bridges as the first priority for the Seacoast Metropolitan Organization (MPO), and the status of Exit 10. Ortmann and Woodruff discussed Exit 10 and upgrades to Route 108 from Dover, Rochester and Somersworth perspectives. Woodruff stated that the upgrade of the Spaulding Turnpike should second priority of the Seacoast MPO. Discussion of design and access upgrades to Exit 13 of the Spaulding Turnpike ensued.

On going and Emerging Regional Planning Issues Roundtable

a. MPO Reorganization.

Copeland stated that Rockingham Planning Organization had completed the approval process with approval by 75% of the communities. She stated she had scheduled presentations to Nottingham and Dover for approval.

b. Regional Impact Committee

Copeland stated that the Regional Impact Committee (RIC) had met on April 24, 2007 and questioned the number of members and alternates in the bylaws. The Executive Committee consensus was the Regional Impact Committee had authority to make changes and inform the Executive Committee. A draft copy of the RIC meeting minutes from the April 24, 2007 meeting was distributed to the Executive Committee members.

c. Proposed Legislation

Copeland stated that Cliff Sinnott, Executive Director of Rockingham Planning Commission, was meeting with Senator Hassan regarding the request for increased funding for the Targeted Block Grant (TBG) Program administered by the Office of Energy and Planning (OEP).

Executive Director Evaluation

Copeland stated she was still working on her evaluation paperwork.

Other Business

No other business was discussed.

Chairman Dixon entertained a motion to adjourn. Ortmann made the motion to adjourn and Crosby seconded the motion. The motion passed unanimously, and the meeting adjourned at 8:48 AM.

Respectfully submitted,

Linda Osburn
Bookkeeper

Minutes approved on _____, 2007.

By:

Alphonse Dixon, Chairman