

BARRINGTON
BROOKFIELD
DOVER
DURHAM
FARMINGTON
LEE
MADBURY
MIDDLETON
MILTON



NEW DURHAM
NEWMARKET
NORTHWOOD
NOTTINGHAM
ROCHESTER
ROLLINSFORD
SOMERSWORTH
STRAFFORD
WAKEFIELD

Strafford Regional Planning Commission
Commission Meeting
September 24, 2009
Minutes
FINAL

SRPC Members Present: Larry Brown (Milton), Wayne Burton (Durham), Ed Jansen (Rollinsford), Sandra Keans (Rochester), Elaine Lauterborn (Rochester), Kenn Ortmann (Rochester), Scott Martin (Northwood), George Snyder (Somersworth), Lou Vita (Middleton), Carol Vita (Middleton), and Tom Crosby (Madbury)

SRPC Members Proxy Votes: Roger Berube (Somersworth)

SRPC Staff Present: Cynthia Copeland (Executive Director), Myranda McGowan (Transportation Planner), Dan Camara (GIS/Transportation Analyst), Kyle Pimental (Transportation Technician), and Penny Finnegan (Administrative Assistant)

Guests: Bruce Mayberry (BCM Planning, LLC), Diane Hardy (Newmarket Town Planner), Tony Simon (Middleton Town Administrator), and Mark Fougere (Fougere Planning)

1. Guest Speaker: Bruce Mayberry (BCM Planning, LLC) - Topic: Regional Housing Needs Assessment

C. Copeland began the meeting with an introduction of the evening's featured speaker, Bruce Mayberry of BCM Planning, LLC.

C. Copeland stated that SRPC hired Mr. Mayberry to conduct a Regional Housing Needs Assessment, which is completed every 5 years. She thanked him for all his efforts and hard work and turned the meeting over to him. B. Mayberry gave a slide show presentation of a Draft Regional Housing Needs Assessment for the SRPC Region. After the presentation, he answered several questions from the audience.

Copies of the SRPC Regional Housing Needs Slide Show Presentation and Supplementary Handout Materials are attached and are a part of these minutes.

2. Convene Strafford Regional Planning Commission Meeting

Chairman E. Jansen convened the meeting of the Strafford Regional Planning Commission at 9pm.

3. Draft Minutes of May 28, 2009 Commission Meeting

With there being no quorum, the Draft Minutes of May 28, 2009 were tabled until the next meeting.

4. FY 2011 Dues

C. Copeland directed those attending to the 2011 dues that were included in their packet that was sent out. She added that the Commissions fiscal year begins on July 1 and runs through June 30. Last year the Executive Committee approved the dues rate and presented it to the Commissioners at their 3rd quarter meeting. The Town of Farmington sent a letter to SRPC requesting that the FY 2009 dues remain the same due to the economy. FY 2010 dues were the same as FY 2009 dues. C. Copeland said that the Executive Committee met on August 14 and approved the dues rate structure for FY 2011. The dues were determined using 2008 population estimates for each town and city from the Office of Energy and Planning and the 2009 per capita rate. She proposed that the draft 2011 dues recommended by the Executive Committee be sent to members for review and approve them at the 2nd Quarter Commission Meeting in November.

Chairman E. Jansen asked C. Copeland to review the change in population and figures for the Town of Rollinsford again and she said yes. K. Ortmann stressed the importance of communities paying their dues. For example, if the community were interested in transportation funding, they would have to be a paying member to vote on projects for their town or city. E. Lauterborn asked if C. Copeland could identify the non-paying community's and C. Copeland said Dover, Farmington, Milton, Rollinsford, and Wakefield.

5. Other Business

Copeland announced there would be an informational meeting at the Nottingham Town Hall on September 29, 2009 at 6:30 pm regarding the Southeast Watershed Alliance. The bill being considered will eliminate the estuary alliance for sewage treatment and replace it with the Southeast Watershed Alliance. The purpose of the alliance is to improve and protect water quality, and to reduce wastewater and stormwater damage. The law requires that a meeting be held before October to discuss to decisions, 1) The City Council or Board of Selectmen decides to become a member of this alliance and 2) if they decide to join, they will need to elect a representative. C. Copeland said that Strafford Regional Planning Commission, Rockingham Planning Commission, and Southern NH Planning Commission roles in this would be advisory members only in cooperation with NH Department of Environmental Services and the Piscataqua Regional Estuaries Partnership. A brochure was on the display table about the meeting, and SB 168-FN was included in the mailing packet.

C. Copeland announced there will be an all day Estuaries Conference on Friday, October 16, 2009 at the Great Bay Gallery in Somersworth to discuss numeric nutrient criteria released for Great Bay. She said sediment levels; nitrogen and phosphates have increased due to flood events. C. Copeland encouraged everyone to get his or her community involved.

C. Copeland distributed 2 packets of information. The first piece of information titled, "The White House" gives an overview of the role of regional planning and integration of services. The second piece of information titled, "A Strategy for American Innovation: Driving Towards Sustainable Growth and Quality Jobs" summarizes billions of Recovery Act funds that support innovation, education, and infrastructure at the regional level.

C. Copeland said the Commission's Bylaws, the Strafford MPO Bylaws and the SMPO Prospectus do not meet standards of establishing a quorum. She stated that Jim Schulte, the Attorney for SRPC reviewed them and the following recommendations were made:

- Inform the Commissioners that if they fail to obtain a quorum at the next meeting, the approval of items would need to be turned over to the Executive Committee for approval if it might cause harm to the organization. The Executive Committee would represent the Commission and the Strafford MPO.
- Hold a Commission Meeting directly after the Executive Committee Meeting on October 15, 2009, with notice of this meeting published and announced no later than October 4, 2009,
- Consider electing one or more agencies such as NHDOT, UNH, COAST, and NHDES-ARD are chosen for the Executive Committee for complete representation.

C. Copeland said all items that are tabled tonight will need to be approved at the October 15, 2009 Meeting.

Copeland encouraged Commissioners to bring their ideas about establishing a physical quorum to the next meeting.

The 2nd Quarter SMPO and Commission Meeting is scheduled for November 19, 2009 at the Newmarket Town Hall. NHDOT Commissioner George Campbell will be our guest. C. Copeland thanked the Commissioners for attending.

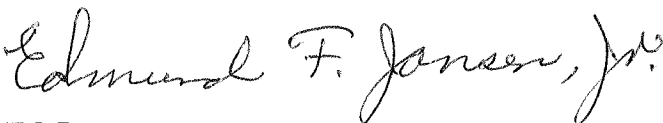
6. Adjournment

Chairman E. Jansen asked if there was any further business to discuss. Hearing none, he closed the meeting at 9:30 pm.

Respectfully submitted,



Penny Finnegan
Recording Secretary



Ed Jansen
Strafford Regional Planning Committee Commission Chair