

Central NH Regional Planning Commission  
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**CNHRPC Full Commission Meeting  
Meeting Minutes  
Thursday, June 8, 2017  
7:00pm**

**Attendees:** Michael O'Meara, Allenstown  
Bruce Crawford, Boscawen  
Jim Bibbo, Bradford  
Harry Wright, Bradford  
Stephen Buckley, Bow  
Tyson Miller, Canterbury  
Stan Brehm, Chichester  
Matthew Hicks, Concord  
Keith Johnson, Deering  
Betsy Bosiak, Epsom  
Clarke Kidder, Hopkinton  
Bob Cole, Loudon  
Stanley Prescott, Loudon  
Kathy Cruson, Pembroke  
Jim Pritchard, Pittsfield  
Ken Milender, Warner  
Susan Rauth, Webster  
Elaine Clow, Boscawen Resident  
Ben Doyle, USDA Community & Economic Development Director

**CNHRPC Staff:** Michael Tardiff, Executive Director  
Craig Tufts, Principal Planner/GIS Planner  
Jennifer Mock, Office Manager  
Katie Nelson, Assistant Planner

The meeting began at 7:01 P.M., called to order by CNHRPC Chair, Tyson Miller (Canterbury).

**Introductions**

Tyson Miller opened the floor to meeting attendees, requesting introductions. All members present introduced themselves.

**Speaker: Ben Doyle, Community & Economic Development Director, Vermont and New Hampshire State Office, United States Department of Agriculture (USDA) Rural Development**

**Topic: A review of USDA Rural Development resources for Community and Economic Development.**

Ben Doyle introduced himself and briefly spoke about the United States Department of Agriculture (USDA) Rural Development. USDA Rural Development works to improve quality of life and economic vitality in rural communities across the United States. They provide loans, loan guarantees, and grants to support economic development and services. Mr. Doyle described three sub-categories of USDA Rural Development: Housing, economic Development and Businesses, and Essential Community Infrastructure. Mr. Doyle passed out the Vermont and New Hampshire USDA Rural Development 2016 annual report, and opened the floor for any questions and discussion. Questions and answers include:

**Q:** Where can you find programs that are available?

**A:** Programs can be found on the USDA Rural Development website, but interested parties are encouraged to call and speak to staff directly.

**Q:** What is the definition of rural?

**A:** Rural is defined differently for different programs. Program eligibility is typically determined by median household income and population.

**Q:** Which Towns are income eligible?

**A:** Income eligibility varies for each program. There is a spreadsheet online that states which NH Towns are eligible for which programs.

**Q:** When is median household income adjusted or calculated?

**A:** Median household income is reported by the Census.

**Q:** Are there programs that relate to broadband?

**A:** Yes, programs are available for underserved areas.

**Q:** Are there programs that relate to sewer and water lines that need improvements? Or for feasibility studies?

**A:** Yes, there are grant and loan programs for feasibility studies.

**Q:** There are many small businesses without internet because no lines have been installed in that area.

**A:** There are programs that would fit these situations.

**Q:** Are there programs related to workforce housing?

**A:** There is a program to help developers create workforce housing.

### **Minutes of the April 13, 2017 Full Commission Meeting**

On a motion from Stan Prescott and a second from Bob Cole, the minutes from April 13, 2017 were approved unanimously.

### **Report of the Chair**

Mike Tardiff provided the report of the Chair, stating that staff has continued to work economic development work in the Towns of Hillsborough and Epsom. Staff is also working to finish up Master Plans in the Towns of Deering and Loudon. A feasibility study is underway for expanding public transit

from Concord to Franklin. Staff have also been assisting Boscawen with zoning and access management issues and improvements.

Katie Nelson provided an update on CommuteSmart New Hampshire, giving a brief background of CommuteSmart NH's rebranding before discussing the Commuter Challenge that was held in May. Katie stated that participants were encouraged to log their smart commute trips for the week of May 15-19<sup>th</sup> in the CommuteSmart NH trip logger and prizes were awarded to those who logged the most miles and trips for each mode. All participants were given a certificate. Katie also described two table events hosted on the State House Lawn during the challenge week, which had giveaway information on CommuteSmart NH and snacks.

Craig Tufts provided an update on the Concord-Lake Sunapee Rail Trail non-profit group, which has been working towards a long term vision of a rail trail connecting from Concord to Lake Sunapee. The rail trail will also have a branch that will extend into Hopkinton and Henniker. The non-profit group has continued to gather additional interest and volunteers over the past few years. CNHRPC has been able to provide planning documents and support to the non-profit group. It was asked about the rail trail spanning from Manchester to Franklin. Craig added that connecting Manchester to Concord is difficult, especially as the railroad span in Concord has been abandoned by the owner.

A few questions were asked regarding the widening of Route 106 in Loudon in the State's Ten Year Plan. After a brief discussion, Mike noted that this should be used as an opportunity.

### **Treasurer's Report**

Michael Tardiff provided the Treasurer's report. CNHRPC is in the push towards the end of the fiscal year and is close to finishing the year in a positive financial position.

### **CNHRPC Brownfields Assessment Program Update**

Michael Tardiff provided an update of the Brownfields Assessment Program. The Brownfields Assessment Program is working in three communities; Boscawen, Hillsborough, and Pittsfield. CNHRPC has received additional grant funds (\$300,000) for the next two fiscal years that can be used for new sites and other assessments. The Allied Tannery site in Boscawen did not received addition clean-up funds.

### **Proposed FY 2018 CNHRPC Work Program and Budget**

Mike Tardiff presented the FY 2018 CNHRPC work program and budget to the commission. Noted in the FY 2018 work program and budget is funding for hazard mitigation planning, Pembroke Master Plan, and CTAP funds for CNHRPC staff and pass-through that will go to other regional planning commissions and transit agencies.

On a motion from Stephen Buckley and a second from Jim Bibbo, the CNHRPC FY 2018 budget was approved unanimously.

### **Election of FY 2018 Officers**

Stephen Buckley reviewed the process to elect officers for FY 2018, and reviewed the draft slate of officers that have been proposed for consideration by the Full Commission. The proposed slate:

Tyson Miller (Canterbury), Chairman  
Harry Wright (Bradford), Vice-Chairman  
Keith Johnson (Deering), Secretary/Treasurer  
Ken Swayze (Dunbarton)  
Ken Milender (Warner)  
Matt Hicks (Concord)  
Steve Buckley (Bow)

On a motion from Clarke Kidder and a second from Betsy Bosiak, the CNHRPC FY 2018 Slate of Officers was approved unanimously.

### **Other Business**

There was no other business to report.

### **Adjournment**

The meeting was adjourned at 7:51 PM.