

**Central NH Regional Planning Commission**  
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**CNHRPC Full Commission Meeting**  
**Meeting Minutes**  
**Thursday, January 14, 2016**  
**7:00pm**

**Attendees:** Larry Anderson, Town of Allenstown  
Bruce Crawford, Town of Boscawen  
Jim Bibbo, Town of Bradford  
Tyson Miller, Town of Canterbury  
Stanley Brehm, Town of Chichester  
Matthew Hicks, City of Concord  
Keith Johnson, Town of Deering  
Ken Swayze, Town of Dunbarton  
Tom French, Town of Henniker  
Clarke Kidder, Town of Hopkinton  
Bob Cole, Town of Loudon  
Joseph Schmidl, Town of Salisbury  
Emilio Cancio-Bello, Town of Sutton  
Ted Mitchell, Town of Pittsfield  
Jim Pritchard, Town of Pittsfield

**CNHRPC Staff:** Michael Tardiff, Executive Director  
Craig Tufts, Principal Planner/GIS Planner  
Dean Williams, Transportation Planner  
Jennifer Mock, Office Manager  
Samuel Durfee, Assistant Planner  
Katie Nelson, Assistant Planner  
Steve Henninger, Project Planner  
Michael Larson, Intern

The meeting began at 7:06 P.M., called to order by CNHRPC Vice-Chair, Tyson Miller (Canterbury).

**Introductions**

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

**Presentation: Nancy Mayville, PE, Municipal Highways Engineer, New Hampshire Department of Transportation**

State Aid Bridge Program and Fixing America's Surface Transportation Act (FAST Act)

Tyson Miller introduced Nancy Mayville, Municipal Highways Engineer at the New Hampshire Department of Transportation (NHDOT). Ms. Mayville began her presentation with an overview of the *Fixing America's Surface Transportation (FAST) Act*, which was signed into law on December 4, 2015 by President Obama. The Fast Act authorizes Federal highway, highway safety, transit, and rail programs for five years from Federal FY16 through FY20 with \$305 billion in funding from both the Highway Trust Fund and the General Fund of the United States Treasury. On the State level, federal funding is estimated to be increased by approximately 1.5% in FY16, and approximate 2% annual increases thereafter resulting in estimated increases in federal funding over current funding levels through FY20. It is anticipated that these increases in funding will help to financially constrain the draft Ten Year Plain in the first five years while providing additional capacity in the remaining five years to enhance the program.

Ms. Mayville also presented information on Municipal Bridge Aid, including the State Aid Bridge (SAB) and Federal Aid (MOBRR). In total, New Hampshire has 1,685 municipal owned bridges, of which 694 are rated excellent, very good, or good, 600 are rated mediocre (satisfactory or fair), 344 are red listed (poor or lower) and 49 are closed. Ms. Mayville explained that every year the NHDOT inspects and keeps an inventory of all municipal owned bridges, which includes completing an inspection report that records information on posted signage, structure type and materials, and condition. The culvert associated with the bridge is also inspected if applicable.

Three funding sources were presented for municipal bridge aid programs, including State Aid Bridge (SAB) and SB 367 which both utilize state funds and Municipal Off-System Bridge Rehabilitation and Replacement (MOBRR) which utilizes federal funds. Both forms of state and federal funds provide 80% funding with a 20% match from the municipality. For a municipality to participate in the SAB program (state funds), the municipality submits an application for an estimate to be prepared by NHDOT, or the municipality may submit an estimate done by the municipality's consultant. A second application is then later submitted for construction, which would accept the municipality into the program. Ms. Mayville explained that the municipality would have to plan for cash flow, as the funding (80%) is provided through reimbursement as administered by NHDOT. Ms. Mayville did note that the 80% available through funding covers the design and bid services of consultants, wetlands permits, ROW, public involvement, construction by contractor, and construction engineering. She also noted that a licensed engineer is chosen by qualifications, not cost, and a maintenance plan is also required.

Ms. Mayville concluded her presentation with time for questions. It was asked if pre-cast bridge slabs could be used to lower costs during a bridge rehabilitation and use the money saved to rehabilitate an additional bridge within the municipality. Ms. Mayville noted that if the municipality wished to receive funding, it would have to meet the guidelines of the program which may or may not include a pre-cast slab depending on the specific location and design conditions. It was also asked what would happen if a hydraulic opening is too small for the channel size and flow. Ms. Mayville noted that the bridge would then begin to act as a dam, which is why NHDES requires the hydraulic opening to be at least 1.2 times the full channel width. The last question asked if soft match could be used to make up part of the municipalities 20% match. It was noted that soft match was not generally used.

## **Minutes of the June 11, 2015 Full Commission Meeting**

On a motion from Bruce Crawford and a second from Bob Cole, the minutes from the June 11, 2015 Full Commission meeting were approved unanimously.

### **Report of the Chair**

Tyson Miller provided the report of the chair, stating that CNHRPC staff have been busy working on various projects, both locally and regionally. Mr. Miller noted that the Executive Committee had met prior to the Full Commission meeting and reviewed CNHRPC's budget to date and approved the proposed amendments to the budget for the remainder of FY16.

Samuel Durfee provided an overview of the Warner River Nomination project. CNHRPC staff has provided assistance to the Warner River Nomination Committee, including representatives from Bradford, Warner, Sutton, Webster, and Hopkinton, related to the possible future nomination of the Warner River into the NH Rivers Management and Protection Program. Work has included drafting the nomination document which includes inventorying natural resources including common, invasive, threatened and endangered species of animals and plants. Data on existing dams, community resources, and existing land use controls were also included. Staff will follow a similar outline to that which was used for the Suncook River Plan a number of years back. Mailers will be sent to all river abutters with a May 1<sup>st</sup> deadline to submit the plan to the Legislature for their review and consideration.

### **Treasurer's Report**

Michael Tardiff provided the Treasurer's report and reviewed the Profit and Loss statement for CNHRPC. He noted that the Commission is half way through this fiscal year. Although the numbers are behind at this point of the fiscal year, CNHPRC intends to end the year with a positive cash flow.

### **EPA Brownfields Community-Wide Assessment Grant Update**

Michael Tardiff provided an update on the Brownfields Community-Wide Assessment Grant. CNHPRC has received a \$400,000 EPA grant to complete assessments on potential Brownfields sites within our region contaminated with Petroleum and Hazardous Materials. A Request for Proposal (RFP) had been previously posted and a total of eight responses had been received. The Committee meets again on January 19<sup>th</sup>. The Committee will assist with selecting a qualified environmental professional(s) to help assist with the grant.

### **Other Business**

Bruce Crawford (Boscawen) discussed a number of House and Senate bills being presented to the Legislature for their approval that may impact local municipalities. He currently receives the NH Municipal Association's monthly newsletter which he has found to be very helpful and informative. He urged others to sign up and become aware of these bills that could potentially affect their towns.

Discussion was had about a potential Senate Bill 146 regarding accessory dwelling units. Under the bill, communities would be able to establish rules governing their use, but would not be able to ban them outright. Mike Tardiff mentioned that this would be added as an agenda item at the next meeting.

**Adjournment**

The meeting was adjourned at 8:32 P.M.