



Rockingham Planning Commission

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MEMO TO: RPC Commissioners
FROM: Executive Committee
Cliff Sinnott, Executive Director
DATE: July 7, 2004
SUBJECT: **Executive Committee Report**

The following summarizes items discussed and/or acted on at the last Executive Committee meeting, which was held on May 26, 2004.

Communications: Sinnott reported that the Piscataqua Foundation (regional division of the NH Charitable Fund) has awarded the Commission a grant for \$5500 to purchase a copy of Community Viz software – the application that David Wickliffe presented at the last Commission meeting. He also reported that, contrary to our earlier understanding, Epping did not pay their membership dues for FY05 in advance, and, therefore, based on the town meeting warrant article, the Town will not be dues paying members beginning July 1.

Sinnott reported he, Warren Bambury, Bob Landman, Annette Pettengill and Glenn Greenwood attended the memorial service/funeral mass for Ralph Foster and passed along condolences on behalf of the Commission. Sinnott relayed Landman's thought that Ralph Foster be memorialized by naming the RPC conference room in his name; all members thought this would be good way to honor him; staff will look into have a plaque prepared.

Financial Report: The Committee reviewed the financial report covering year-to-date revenues and expenses through the month of April. Sinnott noted that with 83% of the year elapsed, 84% of operating expenses have been incurred – an acceptable overage at this point in the year, given that the current budget has considerable unobligated funds. Cash flow has recovered since the low point of February.

Correction to Nominating Committee Membership. Bob Brown had previously pointed out that the Commission's Bylaws call for a five member Nominating Committee, while the committee appointed by the Executive Committee consisted of only three members. Sinnott suggested that this be corrected prior to the annual meeting, so that the nominating slate they prepared be reaffirmed. The Executive Committee appointed Richard Cooney and Glenn Coppelman to complete Nominating Committee membership.

Joint Meeting w Merrimack Valley Planning Commission: The date of June 24th has been chosen for the special joint meeting with MVPC; the most likely location will be the Haverhill Country Club, which straddles the NH/MA border. DOT Commissioner Murray and her counterpart from Massachusetts have agreed to attend and speak about cross-border transportation issues.

Contract Approvals: The Committee approved entering into three contracts:

1. with NH Office of Energy and Planning for the annual Targeted Block Grant
2. with NH Dept. of Environmental Serv. for the annual Regional Environmental Planning Prog. (REPP)
3. with NH Office of Emergency Management for preparation of Hazard Mitigation Plan for Hampstead, Windham, Hampton Falls and Newfields.

Other Business: Meeting adjourned for SPW Policy Meeting

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