



NEW HAMPSHIRE ASSOCIATION
OF REGIONAL PLANNING

COMMISSIONS

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**Central NH Regional
Planning Commission**
28 Commercial St. Suite 3
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**Lakes Region
Planning Commission**
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**Nashua Regional
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North Country Council
161 Main St.
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**Rockingham
Planning Commission**
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Exeter, NH 03833
Telephone: 778-0885

**Southern NH
Planning Commission**
438 Dubuque Street
Manchester, NH 03102
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**Southwest Region
Planning Commission**
37 Ashuelot Street
Keene, NH 03431
Telephone: 357-0557

**Strafford Regional
Planning Commission**
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Rochester, NH 03867
Telephone: 994-3500

**Upper Valley Lake
Sunapee Regional
Planning Commission**
10 Water St. Suite 225
Lebanon, NH 03766
Telephone: 448-1680

NHARPC Meeting

Wednesday, June 24, 2026

1:00 PM to 3:00 PM

Agenda

1. Welcome and Introductions	1:00-1:05
2. Action items a. Review and Approval of the March 25, 2026 Minutes (enclosed)	1:05-1:10
3. Legislative Updates Noah Hodgetts, NHOPD Tim Moore, NHARPC Legislative Liaison	1:10-1:40
4. Discussion: Data Centers—How to Support Municipalities, Planning & Legal Framework Margaret Byrnes & Christine Filmore of NHMA	1:40-2:10
5. Annual Business Meeting Items a. FY2026 Financial Report b. Annual Dues Assessment (\$1,000/RPC?) c. Contracts for Services • Administrative Support (\$8,000) • Website/Communications (\$1,500) d. FY 2027 Budget e. Election of Officers	2:10-2:35
6. Priorities for FY 2027 a. Spring 2027 Convening b. Marketing	2:35-2:45
7. NHARPC - NHMA Partnership a. Town & City Articles and Webinars	2:45-2:50
8. RPC Updates a. Please plan to share current activities of interest from your region	2:50-2:55
9. Public Comment	2:55-3:00
10. Adjourn	3:00

FY 2027 Meeting Schedule

Sep. 23, 2026, 1-3PM	Mar 24, 2027, 1-3PM
Dec. 09, 2026, 1-3PM	Jun. 23, 2027 1-3PM

**New Hampshire Association of Regional Planning Commissions
Meeting Minutes
March 25, 2026
1:00-3:00PM
John Andrews Room
NH Municipal Association Building
25 Triangle Park Drive
Concord, NH**

1. Welcome and Introductions

At 1:00PM, Char Peter Griffin called the meeting to order and asked for introductions.

Present: Peter Griffin, SNHPC; Matt Baronas, CNPC; Jen Czysz, SRPC; Jay Minkarah NRPC; Shanna Saunders, LRPC; Sandy Crystal, CNPC; Meghan Butts, UVLSRPC; Paul Rasmussen, SRPC; Dave Kerr, LRPC; Todd Horner, SWRPC; Sylvia von Aulock, SNHPC; Sarah Wrightsman, SRPC; Noah Hodgetts, Principal Planner, NHOPD; Brodie Deshaies, Legislative Advocate, NHMA

Sylvia shared that this would be her last NHARPC meeting as she is retiring in June.

2. Action items

a. Appoint a New Vice Chair

There were no volunteers to serve as Vice Chair. The matter will be revisited at the June meeting.

b. Appoint Jay Minkarah to the State Coordinating Council (SCC)

P. Griffin moved to appoint Jay Mincarah as the NHARPC representative to the SCC. S. Saunders seconded the motion. A roll call vote was taken with all members voting in favor. The motion passed.

c. Review and Approval of the December 10, 2025, Minutes

S. Saunders moved to approve the December 10, 2025 minutes. Following a brief discussion to correct the spelling of Meghan Butts name, P. Rasmussen seconded the motion to approve the minutes as amended. A roll call vote was taken with all members voting in favor. The motion passed.

3. CPACER Presentation: Brodie Deshaies, Legislative Advocate, NHMA

Brodie Deshaies presented an overview of the C-PACER program, which enables commercial property owners to finance energy efficiency, renewable energy, water conservation, and resiliency improvements through private capital repaid via a property assessment lien.

He explained program eligibility, qualifying improvements, and the steps municipalities must take to participate, including adopting an ordinance,

establishing a district, and entering into an agreement with the NH Business Finance Authority. Municipal responsibilities are limited to administrative tasks such as recording liens and assigning them to capital providers, with no liability for loan defaults, which are handled by the provider.

The Energy Committee recommended adopting the program due to its potential to increase the tax base with minimal effort and advised placing a warrant article on the next town meeting ballot, as a proposed bill to allow Selectboard opt-in is unlikely to pass in time. The presentation also highlighted an effort led by NHMA, Clean Energy NH, and NH BFA to expand education and outreach, including webinars, short informational materials, and collaboration with regional planning commissions and professional organizations to improve understanding and adoption of C-PACER.

4. Legislative Updates

Noah Hodgetts, Principal Planner, NHOPD

N. Hodgetts reported that there has been no update on the Zoning Enabling Act Study Commission since the last meeting. However, HB1005 which sought to repeal this Commission was killed in the House.

He reviewed the following bills with input from Brodie Deshaies:

- **SB592:** enabling regional, conservation, and energy resource planning for habitat strongholds and wildlife corridors
- **SB 439:** relative to municipal data center zoning
- **SB440:** which passed the Senate, gives non-charter towns the option of the governing body voting to adopt 53-f energy efficient and clean energy districts,
- **HB639:** relative to the use of and disputes over blockchain and digital currencies,
- **HB 244:** which moves all references to building code adoption and building codes from the planning and zoning statutes into RSA 155-A
- **SB 94:** prohibiting all municipal technical amendments to the state building code,
- **HB1196:** seeking to repeal the House Champions program passed the House, and is currently in the Senate Commerce committee.
- **HB1195:** requiring that family and group family childcare be allowed in all residential zoning districts and not be subject to site plan review
- **HB1103:** making changes to RSA 79-E to give municipalities the option of using 79E tax relief for housing opportunity zones outside the downtown town center and allows tax 79 tax relief for new construction.
- **RSA 79-E:** community revitalization tax relief for conversion of industrial and commercial properties to residential, and to allow 79-E tax relief in housing opportunity zones for new construction without any prescribed affordability limits

- **HB1468**: would allow municipalities to adopt a flood resilience section in the master plan
- **HB1681**: relative to the definition, inspection, and local approval of tiny houses and yurts as innovative housing structures.
- **HB1759**: amends RSA 673:14 to allow land use board members to present evidence and request a binding vote on whether another member should recuse themselves, prior to a board deliberating on an application.
- **SB435**: would replace the term “unreasonable hardship” in the five variance criteria in RSA 674:33.
- **SB508**: creates new restrictions on stamping of plans within 10 business days, and prohibits planning boards from requiring revised plans from an applicant more than once.
- **SB564**: (return of SB170 from last year) would (1) prohibit municipalities from capping the road length if the road complies with state fire code requirements, (2) remove the ability for municipalities to cap the number of housing units on dead streets, and (3) allow for utilities and infrastructure underneath designated open space or permitter buffer areas of subdivisions.
- **SB627**: which would increase tolls on out of state drivers to add back some funding to the 10-year plan.

Most bills to make changes or repeal changes from last year were killed. The exceptions are HB1540, HB1010, and HB 1079, which all passed the House.

- **HB1540** – amended in the House to clarify that municipalities continue to have the authority to enforce local health ordinances under RSA 147 for ADUs, related to the inspection, maintenance, upgrade, or replacement of subsurface sanitary disposal systems.
- **HB1010** – amended in the House to clarify that municipalities can subject applications for multi-family development in commercial districts to site plan review and cleans up some other language and definitions including that nonconforming structures can be converted to multi-family dwelling units provided the structure is not altered to further violate zoning district dimensional requirements.
- **HB1079** – amended in the House to clarify that existing structures built before July 1, 2025, are nonconforming structures which can be converted to ADUs, and that such conversions are not considered a change of use. There is a need for some additional technical changes to clarify that such non-conforming structures can’t be further altered to violate zoning district dimensional requirements.

Bills which have been killed include:

- **HB1357**, requiring manufactured housing be allowed on individual lots;
- **HB1050**, allowing educational uses in all zoned and unzoned districts

- **HB1023**, allowing commercial accessory units by right
- HB1802, requires training, testing, and certification of land use board members
- **HB1181**, updating the notice requirements to allow for posting of ZBA hearing notices on the municipal website instead of in a newspaper of general circulation as is the case for planning boards
- **HB1619**, repealing the workforce housing law, and placing limitations on municipality's ability to enforce land use regulations

5. Discussion Items

a. Marketing and Advocacy Updates

J. Minkarah reported that he participated in a televised interview with Fred Kocher to promote the work of RPC's. He suggested having other RPC directors also do interviews to provide more information. It was agreed that the organization needs more exposure to get the word out on what RPC's do. P. Griffin asked if anyone knew of a podcast they could reach out to. The idea of creating a marketing video was discussed.

6. NHARPC - NHMA Partnership

a. Town & City Articles and Webinars

The group brainstormed ideas for future articles or training:

- CPACER Jan/Feb (Shanna, Katrin, Municipality)
- How Housing pencils out, perhaps a broader initiative (Sarah Wrightsman)
- Resources for volunteer planners, assist with outdated terms, amendments.

b. NHMA Conference Sessions Solicitation

The group discussed options and suggested the following:

- Transportation Planning - Without new projects advancing into the Ten Year Plan, how to RPCs continue to advance transportation improvements?
 - Dave, RPC
 - Jen/Colin, SRPC
 - Meghan Butts, UVLSRPC
 - Glenn T., LRPC (check with Shanna)
- Grant Writing - A live rendition of [NHARPC CORNER: Grants & Grant Writing: Turning Community Priorities into Action](#)
 - Michelle, NCC
 - Todd, SWRPC
 - Kyle, SRPC
- C-PACER
 - Shanna, LRPC
 - Katrin Kasper, CENH/SRPC Commissioner
 - Tim Corwin

7. RPC Updates

S. Crystal shared that Bow is updating its Master plan and is holding a vision session

M. Butts spoke about the recent venue incident in Tamworth. The group discussed building and permitting issues related to venue rentals.

P. Griffin asked when the committee would like to plan the next Convening. The group agreed to hold the next Convening in Spring 2027. P. Griffin, P. Rasmussen, and J. Minkarah volunteered to form a subcommittee to plan the event. A suggestion for the theme was post-regional plans. The group agreed to hold a convening every other year.

S. von Aulock suggested a session on planning for young people and how to attract and keep young people in the state through marketing. Maybe bring in OPD and DEA to speak about how they are marketing to young people.

P. Griffin discussed rail transportation and the initiatives taking place across the country. He highlighted the Downeaster service, which is now approximately 25 years old and serves over 500,000 passengers annually. In Dover alone, the service has contributed roughly \$100 million in economic development. He noted that this is a strong example of the long-term impact rail investment can have over a 25-year period.

J. Czysz shared that SRPC partnered with UNH students for a joint session with commissioners. They held mini sessions focused on housing followed by a group conversation.

8. Public Comment

There was no public comment.

9. Adjourn

At 3:00PM, J. Minkarah motioned to adjourn. Second by P. Rasmussen. All members voted in favor. Motion passed.

Balance SheetAs of June 30, 2026

	<u>Jun 30, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
Meredith Village Savings Bank	7,933.53
Total Checking/Savings	<u>7,933.53</u>
Total Current Assets	<u>7,933.53</u>
TOTAL ASSETS	<u>7,933.53</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	5,373.22
Retained Earnings	7,309.95
Net Income	<u>-4,749.64</u>
Total Equity	<u>7,933.53</u>
TOTAL LIABILITIES & EQUITY	<u>7,933.53</u>

Note: The balance sheet does not reflect payment of the second half of the contract services expenses. June 30 payments due include \$4,000 for administrative support and \$750 for website support. The year end bank balance is anticipated to be \$3,183.53.

Profit & Loss

July 2025 through June 2026

	Jul '25 - Jun 26
Ordinary Income/Expense	
Income	
Membership Dues Income	9,000.00
Total Income	9,000.00
Expense	
Contract Services	
Administrative Support	4,000.00
Website and Social Media Suppor	750.00
Total Contract Services	4,750.00
Total Expense	4,750.00
Net Ordinary Income	4,250.00
Other Income/Expense	
Other Income	
Interest Income	0.89
Total Other Income	0.89
Net Other Income	0.89
Net Income	4,250.89

Note: June 30, 2026 the second half of the contract services expenses are due. Year end will result in a total expense of \$8,000 for administrative support and \$1,500 for website support. Net income at year end will be -\$499.11.



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ADMINISTRATIVE SUPPORT SERVICES AGREEMENT – FY2027

Effective July 1, 2026, Strafford Regional Planning Commission (SRPC) agrees to provide the following administrative support services to the NH Association of Regional Planning Commissions (NHARPC).

Scope of Work:

1. Prepare and distribute NHARPC meeting agendas and back-up materials as appropriate.
2. Attend NHARPC board meetings.
3. Prepare minutes of NHARPC board meetings.
4. Maintain NHARPC finances and prepare annual financial report and draft budget.
5. Provide general oversight of NHARPC activities including meeting notices, billing, processing invoices, review of correspondence, filing/record keeping, serve as point of contact, etc.

Fee Schedule:

The fee under this agreement shall be \$8,000 to provide NHARPC with administrative support services over the period of this agreement which shall cover the period July 1, 2026 through June 30, 2027. This fixed fee covers all the time, work and expenses in providing administrative services under the period of this agreement.

Payments to SRPC for these services shall be made according to the following schedule:

- \$4,000 - Prior to December 31, 2026 upon invoice
- An additional \$4,000 - Prior to June 30, 2027 upon invoice

In the event administrative support services beyond that anticipated upon entering into this agreement are desired, the parties to this agreement may choose to revisit and revise the terms and provisions accordingly.

Other Provisions:

This agreement may be reviewed at any time by NHARPC to determine that its goals and objectives are consistent with the needs of NHARPC. At any time, the administrative services covered by this agreement may be amended or changed by mutual consent of SRPC and NHARPC in writing. This agreement is subject to automatic termination by either party upon thirty (30) day written notice when either party determines that it is not in the best interest to continue the relationship. In the event of termination, compensation shall be limited and proportional to the time period, activities and tasks provided; that is, NHARPC is not liable to continue payment to SRPC (as described in the payment schedule above) beyond termination of this agreement except to compensate for services rendered prior to termination.

SRPC will not at any time, without the prior consent of NHARPC, divulge, disclose, use, or cause to be used, any proprietary information which may be shared with SWRPC in the course of its representation of NHARPC.

By signing below, the parties agree to the terms of this agreement:

Jennifer Czysz, Executive Director
Strafford Regional Planning Commission

Date

Chairman, please print your name
NHARPC

Signature

Date



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WEBSITE & SOCIAL MEDIA SUPPORT SERVICE AGREEMENT – FY2027

Effective July 1, 2026, Central New Hampshire Regional Planning Commission (CNHRPC) agrees to provide the following support services to the NH Association of Regional Planning Commissions (NHARPC).

Scope of Work:

1. Update and maintain the NHARPC website over the period of this agreement. This may include periodic posting of items including educational and marketing materials.
2. Develop templates/formats for NHARPC to effectively utilize social media in its communications related to education, marketing, etc.
3. Assist with and otherwise coordinate and oversee on-going use of social media in NHARPC communications.
4. Integrate NHARPC's use of social media as determined by NHARPC and as otherwise may be applicable.

Fee Schedule:

The fee for services under this agreement shall be \$1,500 to provide NHARPC with support services as described above over the period of this agreement which shall cover the period July 1, 2026 through June 30, 2027. This fixed fee covers all the time, work and expenses in providing support services under the period of this agreement.

Payments to CNHRPC for these services shall be made according to the following schedule:

- \$750 - Prior to December 31, 2026 upon invoice
- An additional \$750 - Prior to June 30, 2027 upon invoice

Other Provisions:

This agreement may be reviewed at any time by NHARPC to determine that its goals and objectives are consistent with the needs of NHARPC. At any time, the support services covered by this agreement may be amended or changed by mutual consent of CNHRPC and NHARPC in writing. This agreement is subject to automatic termination by either party upon thirty (30) day written notice when either party determines that it is not in the best interest to continue the relationship. In the event of termination, compensation shall be limited and proportional to the time period, activities and tasks provided; that is, NHARPC is not liable to continue payment to CNHRPC (as described in the payment schedule above) beyond termination of this agreement except to compensate for services rendered prior to termination.

CNHRPC will not at any time, without the prior consent of NHARPC, divulge, disclose, use, or cause to be used, any proprietary information which may be shared with CNHRPC in the course of its representation of NHARPC.

By signing below, the parties agree to the terms of this agreement:

_____ Michael Tardiff, Executive Director Central New Hampshire Regional Planning Commission	_____ Date
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Chairman, please print your name
NHARPC

_____ Signature	_____ Date
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NH Association of Regional Planning Commissions
Proposed FY2027 Budget

Income:	
Membership Dues	\$9,000.00
Annual Convening RPC payments	\$1,250.00
Total	\$10,250.00

Expense:	
Staff Support	\$8,000.00
Website/Communications Support	\$1,500.00
Conferences/Support of Affiliate Activities	\$500.00
Annual Convening	\$1,250.00
Legislative Breakfast	\$0.00
Incidental Expenses	\$250.00
Total	\$11,500.00

<i>Check Register Balance as of 6/9/2026</i>	\$7,933.53
<i>Less consultant services payments due 6/30</i>	-\$4,750.00
<i>Anticipated 6/30/2026 Balance</i>	<u>\$12,683.53</u>

NHARPC FY2027 Meeting Schedule

Date	Potential Topics	Notes
Sep. 23, 2026, 1-3PM		
Dec. 9, 2026, 1-3PM		
Mar 17, 2027, 1-3PM		
Jun. 23, 2027, 1-3PM		

The Commissioner Convening date is planned for Spring 2027. Date to be set.

NHARPC/NHMA

Planning Education Partnership

Schedule for Town & City Articles

CY2026 List

Issue	Due Date	Topic	Authors
Nov/Dec	9/26/2025	Resources for Volunteer Planners	SWRPC – Todd SNHPC – Sylvia NCC - Courtney
Jan/Feb	11/28/2025	Natural Resource Inventories and Assessments	CNHRPC – Craig Tufts SRPC – Rachel Dewey/Jen NRPC - Jay
Mar/Apr	1/30/2026	Grants, Grant Writing to create change for communities	SRPC – Jen/Kyle NCC – Michelle SWRPC - Todd
May/Jun	3/27/2026	Innovative Affordable Housing Solutions	SNHPC – Sylvia SWRPC – Todd UVLSRPC – John All RPCs include an example if possible
Jul/Aug	5/29/2026	Transportation Safety – SS4A, RSAs, HSIP and more?	RPC – Dave Walker SRPC – Colin Lentz SNHPC – Adam/Dave
Sep/Oct	7/31/2026	HOP Grants Results and Impacts – Funding Yields Results	NRPC – Cassie Cashin SRPC – Mark Davie/Blair Haney SNHPC – Cam Prolman
Nov/Dec	9/25/2026	Household Hazardous Waste	UVLSRPC – Tim NRPC – Mary Brundage RPC – Jill Longval LRPC - Shanna

Procedures

- Megan at SRPC will send out reminders to authors, their directors 1 month and 2 weeks before the due date. Miranda will be copied on these reminders.
- When submitting your article, send it to Miranda Augustine (maugustine@nhmunicipal.org) and copy Megan Taylor-Fetter (mtaylorfetter@straffordRPCnh.gov)

Potential 2027 Articles:

- C-PACER – January/February, LRPC, CleanEnergyNH