

MINUTES
Rockingham Planning Commission

May 8, 2019
Hampton Falls Town Office, Hampton Falls NH

Commissioners Present: B. Kravitz, Chairman, A. Carnaby (Hampton); A. Davis (Hampstead); G. Coppelman (Kingston); L. Plumer (Exeter); L. Cushman (Stratham); J. Foley (Epping); R. Clark (Atkinson); P. Coffin (Kingston); M. McAndrew (New Castle); R. McDermott, A. Brubaker (H. Falls); M. Rabideau (Seabrook); P. Pelletier (Salem); C. Cross (Newington); P. Britz (Portsmouth); J. Kiszka (Plaistow); J. Dogget (Newton)

Guests: J. Jalbert (C&J Trailways); S. Kravitz (Hampton)

Staff: T. Roache (Executive Director); D. Walker (Assistant Director); A. Pettengill (Business Manager)

1. **Chairman Kravitz called the meeting to order at 7 p.m.** and introductions were made around the room. Kravitz thanked McDermott and Brubaker for the generous snacks and beautiful meeting space. McDermott and Brubaker welcomed everyone to Hampton Falls.
2. **Minutes of March 13, 2019**

*Coffin moved to approve the Minutes of March 13, 2019 as presented; McDermott seconded. **SO VOTED.** (1 abstention)*

3. **Public Private Partnership (P3) Commission Proposal Transit Center Lease- Jim Jalbert, C&J Trailways**

Roached explained the NH Dept of Transportation (NHDOT) is looking for public/private partnerships for transit centers. The RPC recently provided comments during the review of proposals. Jalbert gave some history on the C&J bus service which has been in business for 51 years and started as just an airport shuttle from Dover, UNH, Pease & Hampton. He explained that in the 1990's the NHDOT wanted to build a transportation center in Concord and then in Portsmouth. C&J won the operating lease bid and within the first 180 days C&J had a filled parking lot of 580 cars. During Hassan's term as Governor the P3 legislation passed. Many proposals have been submitted under P3 and he explained that C&J proposed a lease with funds to pay for operating expenses and charge for parking. C&J also proposed a Revenue Share program. Discussion followed.

4. Nominating Committee Report

Roache stated that the Nominating Committee met twice and prepared a Slate of Officers to be voted on at the Annual Meeting. He read the Slate and Coppelman noted that nominations from the floor will be accepted at the Annual Meeting as well.

5. Draft FY 2020 Budget Recommendation

Roache explained that the FY 2020 budget is similar in size and scope to previous years and a majority of the agency's funding comes from transportation funding via the NHDOT (57%). He noted that on the expenses the highest cost is payroll at 60%. The projected budget has a Reserve of \$18,536. He explained the goal is to keep building up the reserve in an effort to have three months of operating revenue on hand at all times. The Executive Committee has reviewed and approved the FY 20 Proposed Budget. *Coffin moved to approve the FY 2020 Budget as recommended by the Executive Committee; Brubaker seconded. Coppelman recused himself. SO VOTED.*

6. Annual Meeting Update

Roache noted that the Annual meeting will be held on Wednesday June 12th at the Galley Hatch Restaurant in Hampton. Speaker will be former Justice Broderick. Invites will go out very soon.

7. Public Comment/Commissioner Roundtable

Roache stated that the RPC is working on MP updates for various towns and working on Energy/Electricity Aggregation. The agency also has a new employee, Isabel Aley, Public Outreach Administrator. Her job will be to help with social media outreach and promoting more interaction with our communities through newsletters, website, and other initiatives.

Chairman Kravitz asked that everyone take a few minutes to discuss how the RPC can help your community. Commissioners each spoke briefly about the various problems and challenges their communities are facing regarding planning.

8. Meeting Adjourned at 8:45 p.m.

Respectfully submitted,
Annette Pettengill, Recording Secretary
