

STRAFFORD

Regional Planning Commission

Meeting of the SRPC Commissioners

Friday, December 19, 2025 9:00 – 10:30 AM

Hybrid Meeting (Conference Rm 1A, SRPC Office & via Zoom)

In accordance with RSA 91:A, the Commission requires an in-person quorum. So long as an in-person quorum, Commissioners may participate virtually. Guests may attend the meeting virtually or at the SRPC Office. All participants, both in-person and virtual, can communicate contemporaneously.

Meeting URL: <https://us02web.zoom.us/j/85802372877>

Meeting ID: 858 0237 2877

Telephone-only Access: +1 646 558 8656

These instructions have also been provided at www.strafford.org. If anybody is unable to access the meeting, please email mtaylorfetter@straaffordrpcnh.gov or call 603-994-3500 (x115).

Agenda Item	Time	Pre-Meeting Notes
1) Introductions	9:00-9:05	
2) Commissioner Roundtable	9:05-9:15	Updates from your community
3) Action Items a. Minutes from October 17, 2025 b. Minutes from November 21, 2025	9:15-9:20	See meeting packet
4) Discussion Items a. TIP amendment 3 – preview and proposed hearing date b. What do Commissioners want to ask Legislators at the January forum? c. RHNA Implementation Workshop – Housing and Conservation d. Follow up conversations from commissioner 101	9:20-10:20	See item descriptions in memo included in packet
5) Other Business	10:20-10:25	
6) Citizens Forum	10:25-10:30	
7) Adjourn	10:30	

Reasonable accommodations for people with disabilities are available upon request. Include a detailed description of the accommodation you will need along with your contact info. Please make your request as early as possible; allowing at least 5 days advance notice. Last minute requests will be accepted but may be impossible to fill. Please call (603) 994-3500 or email info@straaffordrpcnh.gov

STRAFFORD REGIONAL PLANNING COMMISSION

150 Wakefield Street, Suite 12, Rochester, New Hampshire 03867

Barrington | Brookfield | Dover | Durham | Farmington | Lee | Madbury | Middleton | Milton | New Durham
Newmarket | Northwood | Nottingham | Rochester | Rollinsford | Somersworth | Strafford | Wakefield



RULES OF PROCEDURE

*Strafford Regional Planning Commission
Strafford Metropolitan Planning Organization, and
Strafford Economic Development District*

Meeting Etiquette

Be present at the scheduled start of the meeting.

Be respectful of the views of others.

Ensure that only one person talks at a time. Raising your hand to be recognized by the chair or facilitator is good practice.

Do not interrupt others or start talking before someone finishes.

Do not engage in cross talk.

Avoid individual discussions in small groups during the meeting. When one person speaks, others should listen.

Active participation is encouraged from all members.

When speaking, participants should adhere to topics of discussion directly related to agenda items.

When speaking, individuals should be brief and concise when speaking.

The Strafford Regional Planning Commission & Metropolitan Planning Organization holds both public meetings and public hearings.

For public meetings, guests are welcome to observe, but should follow proper meeting etiquette allowing the meeting to proceed uninterrupted. Members of the public who wish to be involved and heard should use venues such as Citizen Forum, Public Hearings, Public Comment Periods, outreach events, seminars, workshops, listening sessions, etc.

DATE: December 19, 2025
TO: SRPC Commissioners
FROM: Jen Czysz, Executive Director
Colin Lentz, Principal Transportation Planner
Mike Polizzotti, Senior Economic Development Planner
RE: December 19, 2025 Meeting Discussion Items & Upcoming Meeting Schedule

TIP amendment 3 – Proposed Hearing Date

SRPC needs to process an amendment to the 4-year Transportation Improvement Program (TIP). Approving amendments is important for the progress of projects in the TIP. The January legislative forum was not scheduled to include any SRPC business items, but waiting till the February 20, 2026 Commission meeting constricts statewide processing of the amendment. SRPC staff will provide a preview of the amendment at the December meeting. We propose to hold a public hearing and vote on the amendment on January 16, 2026 between 8:30 and 9:00 AM, just prior to the legislative forum.

Are commissioners amenable to this time and can we guarantee a quorum?

Questions To Ask Legislators at the January 16th Forum

We have 6 regional senators and representatives confirmed for the legislative forum on January 16, 2026 at 9:00 at the Rochester Public Works facility at 209 Chestnut Hill Rd. (still working on a few additions). The overall goal is for commissioners to advocate for their local and regional priorities for legislators, and for legislators to provide insight on the upcoming legislative cycle.

- What are the primary topics commissioners want to discuss?
- How structured do you want the conversation (e.g. 10 minutes per topic)

Requested outcome of the December meeting discussion: An outline of primary topics commissioners wish to discuss with legislators so they can prepare ahead of the event.

RHNA Implementation Workshop – Housing and Conservation

A companion project alongside the comprehensive regional plan update, Forward Thinking, will be a Regional Housing Needs Assessment implementation project. This project aims to equip communities with additional resources and considerations to support thoughtful development patterns that better balance housing and natural resource preservation in



the Strafford region. The final product create an illustrated guide that communities can use during master planning updates, zoning updates, conservation planning, and more. This project will draw upon and develop several key sources of data and information, including reviews of master plans, stakeholder interviews, case studies, and cooccurrence analysis to identify housing opportunity and environmental value across the region. We are asking Commissioners to come prepared to share feedback that can help us better understand the following:

- What conversations are happening in your community about balancing housing and land conservation?
- What conflicts or opportunities present themselves in your community when discussions on housing and land conservation come up?
- What tools you are leveraging at the local level to support these conversations (or what would be helpful)?
- What lessons were learned from past or present projects regarding the balance of development and conservation?

Follow Up Conversations from Commissioner 101

Thank you for attending Commission 101 (“one-on-one”)! It was a really fun way to tell you about our programs and learn more from each of you. What conversations and topics stood out for you that we should focus our efforts on? Any additional questions you came away with that need more of an answer?

Draft Schedule of Upcoming Meetings (subject to change)

Monthly Meetings: 3rd Friday of the month, 9-10:30 AM, SRPC Office, Conf. Room 1A

Quarterly Field Trips: Thursdays, 3:45-5:30 PM, in Sept., Dec., Feb., and Jun.

Date	Location	Program	Tentative Agenda Items
Fri. Jan. 16, 2026 9-10:30 AM	Rochester Public Works 209 Chestnut Hill Rd, Rochester, NH	All	Legislative Forum – in lieu of the regular monthly meeting, we will host a forum with area legislators. The goal is to provide an opportunity for dialogue around topics of importance to our communities – transportation, land use practice, economic development, and housing – and gain insight into the upcoming legislative session.
February 20, 2026	SRPC	EDD MPO	<ul style="list-style-type: none"> • Transportation Safety Performance Targets & Direction for VHB Engineering support • CEDS updates and progress
March 20, 2026	SRPC	RPC	<ul style="list-style-type: none"> • Regional Planning topics to be determined

Meeting of the SRPC Commissioners, MPO Policy Committee, & EDD Board

Friday, October 17, 2025 9:00 – 10:30 AM

Hybrid Meeting (Conference Rm 1A, SRPC Office & via Zoom)

1. Introductions:

Chair Paul Rasmussen called the meeting to order and asked for introductions.

Members present: Steve Stancel, Wakefield; Paul Rasmussen, Durham; Joe Boudreau, Rochester; Mike Bobinsky, Somersworth; Matt Towne, Barrington; Peter Nelson, Newmarket; Mark Richardson, Somersworth; Michael Lehrman, Durham; Rick Healey, Rochester; John Mullen, Middleton; Kate Buzard, Middleton; Tom Falk, Madbury; Katrin Kasper, Lee; Don Manter, Northwood; Sarah Wrightsman, Newmarket;

Zoom: Jack Wade, NHDES; Lindsey Williams, Dover; Mac Bevier, NHDES; Steve Brown, Dover; Bill Watson, NHDOT; Steve Diamond, Barrington;

Staff in person: Colin Lentz, Jen Czysz.

SRPC Staff on Zoom: Rachel Dewey, Lisa Murphy,

2. Commissioner Roundtable

P. Rasmussen shared that PFAS has been found in wells on Durham point Rd in Durham near the Newmarket border. Notices may not be automatically sent to Newmarket residents along Durham Point Rd because of extensive open space between the wells in Durham and the adjacent ones in Newmarket.

J. Czysz reported that SRPC is collaborating with the Rockingham Planning Commission (RPC) to assess drinking water supplies and implement protective measures. The project is funded by DES, with the timeline still to be determined.

Commissioners talked about recent planning events that lacked younger people and their important perspective. Folks recommended reaching out to Stay Work Play NH about getting young people to planning events.

K. Kasper mentioned that SolSmart is offering free solar feasibility studies for municipalities to assess their land and municipal buildings for potential solar installations. She said it would be helpful for municipalities to develop a list of potential sites. Contact Sarah Yeager (syeager@icma.org).

S. Diamond shared that Barrington's Town Center event was successful and could be a good example for other communities.

J. Czysz shared that the 2024 Annual Report is available in print and on the website. It is a great resource and demonstrates the work of the commission.



3. Action Items

a. Approve the September 19, 2025 Commission meeting minutes

M. Bobinsky motioned to approve the minutes of September 19 as written seconded by J. Mullen. All members voted unanimously in favor. The motion passed.

b. Approve Amended SRPC By-Laws

J. Czysz stated that as discussed and presented at the prior two meetings, SRPC has updated its Bylaws to formalize the Strafford Economic Development District Board of Directors and Strategy Committee. The updated draft was emailed to all commissioners plus our additional MPO Policy Committee and EDD Board of Directors representatives on September 26, 2025 for review. In addition to formalizing our EDD program, additional clarity improvements and reorganization of existing language throughout have been incorporated into the amendments. Feedback gathered from you over the past months has been integral to the development of this proposed language. At this time, if there are no further amendments needed, a formal vote to adopt these updated Bylaws is needed.

S. Wrightsman moved to approve the amended bylaws. The motion was seconded by S. Stancel.

Discussion:

- Article 12: There was a question regarding the adoption of RSA language—does it warrant a more permanent or explicit statement in the bylaws?
- Article 10 (Strategy Committee): Discussion centered on the process of re-voting members and who is responsible for recruiting votes. The committee is essentially being created from the ground up, although many individuals are already actively engaged. There is a need for representatives from a diverse range of businesses. Collaboration is ongoing with counterparts at the Strafford Economic Development Corporation to identify appropriate business representatives. Commissioners may also submit recommendations. The goal is to present a complete slate of members for approval.
- Article 5: A reference to coastal resilience was discussed. While only part of the region falls within the formal coastal zone, the language was drawn from statute. Technically, the organization's role is limited to resilience efforts.

All members voted unanimously in favor. The motion passed.

4. MPO Discussion and Action

a. 10-year plan and GACIT Updates

C. Lentz shared that SRPC will be presenting at the four 10-year plan hearings facilitated by the Governor's Advisory Commission on Intermodal Transportation (GACIT). The early draft of the plan was \$400million over-programmed. NHDOT has proposed cutting some individual projects to ensure pavement maintenance and bridge repair can continue and the plan is constrained. Without additional revenue generation through legislation, the



individual project cuts will be implemented as proposed. As part of NHDOT's proposal, new candidate projects submitted in March 2025 by RPCs will not be included in the draft 10-year plan.

Three ways additional revenue could be raised for transportation projects and programs:

- State gas tax increase
- State turnpike toll rate increase
- Local option fee for vehicle registrations (local funds only)

SRPC staff can only make direct comments about funding and legislation to GACIT members and legislators at the express instruction of Commissioners.

Commissioners discussed advocacy around additional revenue generation. In addition, the group advised to adapt the presentation to emphasize the safety and project needs in the region.

With a motion and a second, the group voted unanimously to include the following points in the presentation at each of the four GACIT hearings:

- Advocate for additional state revenue generation for the transportation system
- New Hampshire needs immediate additional revenue to make the draft 10-year plan whole and advance the projects that are proposed to be delayed or cut.
- New Hampshire also needs a sustainable and equitable transportation revenue generation approach that keeps pace with the cost of maintaining and improving the transportation system (e.g. indexing rates to inflation).
 - [E.g. – raising the gas tax is great for a short-term band aid, but isn't sustainable as cars continue to become more efficient, EV's become more popular, and we move from fossil fuels to electric/renewables]
- Commissioners specifically advocated for legislatively making public transit providers eligible for funds generated through gas tax and turnpike tolls.

Four hearings are scheduled in the Strafford region – all on October 23rd:

- Durham Town Office – 10:00 am
- Dover City Council Chambers – 1:00 pm
- Rochester City Hall – Auditorium – 4:00 pm
- Farmington BOS Meeting room - 7:30 pm

b. On-Call Engineering Solicitation Results

C. Lentz shared that SRPC will be hiring a firm to provide on-call engineering support for transportation project development. The contract will be for \$100,000 to be assigned via task order through June 30, 2027. Engineering services support development of transportation projects in the Metropolitan transportation Plan. How can that \$100,000 best support local project development?

Discussion focused on on-call engineering efforts on implementation of projects in the regional Safety Action Plan developed under Safe Streets and Roads for All (SS4A). Projects in the plan need to be prioritized.



It may be possible to compile similar projects (e.g. 4-way stop conversions) into a single SS4A implementation grant to be developed by the engineering firm. The 10-year plan candidate projects submitted in March 2025 will be retained and updated as needed for submission for future 10-year plans.

5. Other Business

There was no other business

6. Citizens Forum

There were no citizens comments.

7. Adjourn

Following a motion, second, and unanimous roll call vote, the commission and policy committee meeting adjourned at 10:51AM.

Respectfully submitted,

Megan Taylor-Fetter
Office Coordinator



Meeting of the SRPC Commissioners, MPO Policy Committee, & EDD Board

Friday, November 21, 2025 9:00 – 10:30 AM

Hybrid Meeting (Conference Rm 1A, SRPC Office & via Zoom)

Agenda Item

1. Introductions:

At 9:08 Chair Paul Rasmussen called the meeting to order and asked for introductions:

Committee members attending in person: Paul Rasmussen, Durham, Peter Nelson, Newmarket; John Mullen, Middleton; Kate Buzard, Middleton; Joe Boudreau, Rochester; Steve Stencil, Wakefield; Sarah Wrightsman, Newmarket; Marshall Goldberg, Brookfield; Mike Lerhman, Durham; Matt Towne, Barrington; Steve Brown, Dover; Lee Howlett, Milton; Tom Falk, Madbury; Krista Gringue, Dover; Dennis McCann, SEDC

Staff attending in person: Jen Czysz; Colin Lentz, Michael Polizzotti,

Committee member attending on Zoom: Lindsay Williams, Dover; Steve Diamond, Barrington; Barbara Holstein, Rochester; Glen Griswold; Bill Watson, NHDOT; Katherine, Clark, SEDC

and soon to be appointed Kian McDermott, Dover

Staff attending Zoom: Lisa Murphy, Natalie Gemma, Megan Taylor-Fetter

2. Commissioner Roundtable

P. Rasmussen shared that the UNH NOAH project is proceeding, it went through the planning board and is moving forward. It is a new building where they will move the Olsen Center to work with NOAH on oceanic mapping.

M. Richardson reported that the Somersworth planning board held a hearing for a conceptual plan of a 172 unit workforce housing on High Street. It will be a multi-use building with combined residential and commercial. A traffic study is needed to determine if an additional traffic light will be necessary.

S. Diamond shared his former UNH professor, Joshua Meyrowitz was recently honored for his book No Sense of Place. S. Diamond stated that he would love to see more effort in planning towards honoring our sense of place in economic development in NH. For example encourage building with stone, even if it's just veneer over concrete, because it has more of a sense of place here in the Granite State.

S. Wrightsman congratulated Krista Gringue for receiving the Watch Winner award.



3. Discussion Items

a. January Legislative Forum

Colin Lentz shared plans for the January 16 Legislative Forum, which will be held at the Rochester Public Works conference room (209 Chestnut Hill Rd). The goal is to create an interactive discussion between Commissioners and Legislators—sharing community priorities and hearing about insights on the upcoming legislative session.

We will gather input from Commissioners ahead of the meeting, either online or at the December Commissioners meeting. J. Czysz noted that we welcome ideas on format and topics.

This is a great opportunity to connect with your local boards—selectmen, councils, planning boards, and municipal staff—to bring forward feedback, questions, and policy positions that matter to your community.

b. CEDS Workshop

Mike Polizzotti and Natalie Gemma hosted a presentation with the commissioners on the 2025 CEDS update. The group split into two groups, one online and one for the in-person attendees.

The presentation included the CEDS Developments Process:

- November: review 2021-2025 CEDS themes and brainstorm for the 2026-2030 CEDS
- December: Gather Strategy Committee and Solicit Feed back
- January 2026: Finalize CEDS Outline
- Q1 2026: Data Collection, Outreach, Drafting
- February-April 2026: Project Solicitation.
- May 2026: Public Comment
- June 2026: Adoption

There have been a few changes in the requirements which include:

- Summary background of economic conditions in the region
- Regional Analysis of strengths, weaknesses, opportunities (SAWT or SOAR)
- Action Plan/strategic direction focusing on what can be done
- Economic resilience discussions

The commissioners were provided with a brief summary of the 2021-2025 CEDS Themes:

- Economic Growth - Promote the economic success of our region, including overall employment, business growth, and business expansion.
- Business Operations – Understand how changing workplace dynamics like telework, flexible scheduling, supply chains, and industry clusters will impact our region.



- Housing – Assure that our region has available, affordable, and quality housing to attract and retain a qualified workforce and for attracting new businesses.
- Infrastructure – Plan and advocate for physical improvements such as water, sewer, utilities, and broadband that are resilient and responsive to our region’s needs.
- Mobility and Accessibility – Encourage community development that creates a high-quality experience of being in and moving around our communities for people of all ages and abilities, and for all modes of transportation.
- Age Friendliness – Promote community development that is responsive to residents of all ages and abilities to allow the growing population of older residents to remain in our region as they age while also attracting and supporting younger families with school-aged children.
- Workforce and Education – Understand the strengths of our region’s workforce and encourage opportunities for all residents to access the education, training, or re-training that they need to pursue their careers in a dynamic job market. Promote educational environments that are sources of entrepreneurs, start-up businesses, and new intellectual property.
- Community Vibrancy – Consider the strengths of our region and communities that make them attractive to businesses, residents, and visitors, including downtowns and the built environment; natural resources; tourism attractors; and local recreation and entertainment.
- Childcare – Assure that our region has an adequate supply of affordable and quality childcare to support our workforce and prepare our children for the future.

The groups then participated in activities. The first focused on reflection on past themes to get a better sense from their organizations and communities; what they are seeing; what is coming down the road that we must be ready for.

Another activity focused on what is not included in today's CEDS and what should be included.

What are some emerging trends that we will all be facing soon, whether it's economic trends, whether it's environmental, social, technological, et cetera. What big shifts do you see happening in our economy? How does this influence what should be prioritized in our upcoming 5 years set update? And which feel most relevant for the next five years? Which feel least relevant? What stands out or surprises you? Do these themes still resonate moving forward?

Some of the groups Insights included:

- Balance Growth & Environment: Economic development should go hand in hand with environmental protection—preserve wetlands, open spaces, and clean waterways while enabling growth.



- Affordable Housing & Zoning: Make it easier to build affordable housing, ADUs, and support small businesses through zoning reforms.
- Small Business Barriers: Address challenges like healthcare, childcare, and housing that prevent people from starting businesses.
- Energy Diversification: Explore diverse energy sources and payment models.
- Agriculture Support: Invest in infrastructure and reduce costs for farms and livestock.

4. Other Business

There was no other business

5. Citizens Forum

There was no citizens forum

6. Adjourn

Following a motion, a second, and a unanimous vote in favor, the meeting adjourned at 10:35 A.M.

