

## MPO Commission and Policy Committee Meeting

Friday, May 16, 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](http://www.strafford.org). If anybody is unable to access the meeting, please email [mtaylorfetter@strafford.org](mailto:mtaylorfetter@strafford.org) or call 603-994-3500 (x115).

Agenda Item	Time	Notes
<b>1) Welcome and Introductions</b>	9:00-9:10	N/A
<b>2) Commissioner Roundtable</b>	9:10-9:20	
<b>3) Action Items</b> <ul style="list-style-type: none"> <li>a. Review and approval of the March 21, 2025 and April 18, 2025 meeting minutes.</li> <li>b. Approve FY2026-2027 Transportation Unified Planning Work Program</li> </ul>	9:20-9:35	Minutes enclosed in packet. Draft UPWP: <a href="#">LINK</a>
<b>4) Plan Presentations and Discussion</b> <ul style="list-style-type: none"> <li>a. Comprehensive Economic Development Strategy Annual Update</li> <li>b. SRPC Transportation Safety Action Plan</li> </ul>	9:35-10:15	Draft CEDS: <a href="#">LINK</a> Draft Safety Plan: <a href="#">LINK</a>
<b>5) Discussion Items</b> <ul style="list-style-type: none"> <li>a. Appointment of a Regional Plan Subcommittee</li> </ul>	10:15-10:20	Refer to the meeting memo.
<b>6) Other Business</b>	10:20-10:25	
<b>7) Citizens Forum</b>	10:25-10:30	
<b>8) Adjourn</b>	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 [srpc@strafford.org](mailto:srpc@strafford.org).

## **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.



# STRAFFORD

## Regional Planning Commission

**DATE:** May 9, 2025

**TO:** SRPC Commissioners

**FROM:** Jen Czysz, Executive Director  
Colin Lentz, Principal Transportation Planner  
Michael Polizzotti, Sr. Economic Development Planner

**RE: May 16, Meeting Discussion Items & Upcoming Meeting Schedule**

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### **2026-2027 Unified Planning Work Program**

The Unified Planning Work Program is a two-year contract developed with the NH Dept. of Transportation. It comprises all of SRPC's transportation work and represents a major portion of SRPC's overall budget. This work stems from SRPC's federal designation as a Metropolitan Planning Organization. SRPC's primary responsibilities include public outreach, holding regular public meetings to discuss regional planning, and maintenance of plans like the long-range Metropolitan Transportation Plan and Transportation Improvement Program.

Access the draft UPWP her:

[https://strafford.org/uploads/documents/governance/upwp\\_2026\\_2027.pdf](https://strafford.org/uploads/documents/governance/upwp_2026_2027.pdf)

### **Comprehensive Economic Development Strategy Annual Update**

May 9th, marks the start of the 30-day public comment period for the latest Comprehensive Economic Development Strategy (CEDS) Annual Update. The CEDS contains an analysis of the region's economy and identifies goals, strategies, and priority projects for implementation. This is the final update for the current strategy, which was published in 2021 and encompasses the years of 2021 to 2025. This annual update includes overviews of nine thematic areas identified as priorities for economic development in the region, and discussions of SRPC actions to promote economic development in the region.

Access the public comment draft here:

[https://www.strafford.org/uploads/documents/plans/edd/ceds\\_2025.pdf](https://www.strafford.org/uploads/documents/plans/edd/ceds_2025.pdf)

Please submit any comments or questions to Michael Polizzotti, Senior Economic Development Planner, by email: [mpolizzotti@strafford.org](mailto:mpolizzotti@strafford.org)

### **SRPC Transportation Safety Action Plan**

We invite all to provide comments on SRPC's draft Regional Safety Action Plan. This plan proposes a comprehensive set of strategies and actions for reducing the number of crashes that kill and injure people. I will also enable all municipalities in the region to apply for funding to accomplish those actions. SRPC's commissioners will be holding a public hearing for the draft at their meeting at 9:00am on June 20th.

View the draft plan here: <https://strafford.org/projects/safe-streets-for-all/>

Submit any comments or questions to Colin Lentz, Principal Transportation Planner, by email: [clentz@strafford.org](mailto:clentz@strafford.org)

## **STRAFFORD REGIONAL PLANNING COMMISSION**

150 Wakefield Street, Suite 12, Rochester, NH 03867

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



**Appointment of a Regional Plan Subcommittee**

As we ramp up work on the Regional Plan, a subcommittee of commissioners would be beneficial to the process. The subcommittee is envisioned to be a source of input, a sounding board, and a conduit to our communities. Per our bylaws the chair can form subcommittees. We are looking for interested individuals. At the meeting we can discuss what the roles, responsibilities and time commitment might be. This is a nascent idea at this point.

**Draft Schedule of Upcoming Meetings (subject to change)**

**Monthly Meetings:** 3<sup>rd</sup> 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
Friday June 20, 2025, 9-10:30 AM	SRPC	RPC	<ul style="list-style-type: none"><li>• SRPC Annual Business items</li><li>• Public hearing to adopt the CEDS</li><li>• Public hearing to adopt the Safety Action Plan</li></ul>
Thursday June 26, 2025, 11 AM-2 PM	Browne Center, UNH	All	<ul style="list-style-type: none"><li>• Annual Meeting Luncheon</li><li>• Guest speaker NH Fiscal Policy Institute</li></ul>

**EDD/MPO Commission and Policy Committee Meeting**

**Friday, April 18, 2025 9:00-10:30 AM**

Rochester Childcare Center, Charles Street, Rochester

**1. Introductions:**

Chair Katrin Kasper called the meeting to order and asked for introductions.

**Members Present:** Kate Buzard, Middleton; Mike Lehrman, Durham; Matt Towne, Barrington; Mike Bobinsky, Somersworth; Mark Richardson, Somersworth; Katrin Kasper, Lee; Paul Rasmussen, Durham; Lee Howlett, Milton; Sarah Wrightsman, Newmarket; Chris Horton, Brookfield; Joe Boudreau, Rochester; Tom Falk, Madbury; Don Manter, Northwood; Matthew Towne, Barrington; Steve Brown, Dover; Kevin Sullivan, Rochester; Jon Nute, Milton; Peter Nelson, Newmarket.

**Zoom:** SRPC Staff Natalie Gemma, SRPC; Michael Polizzotti, SRPC

**Staff members present:** Jen Czysz, Kyle Pimental, Rachel Dewey, Colin Lentz, Mark Davie, Lisa Murphy, Blair Haney, Colin Lentz

Katrin Kasper opened the meeting and introduced Coralyn Hoppe, Executive Director Rochester Childcare Center. Coralyn spoke about the challenges of providing quality, affordable childcare in New Hampshire.

**2. NYU-SRPC Regional Childcare Presentation**

Presented by Natalie Gemma, SRPC Senior Planner, Danya Rubenstein-Markiewicz, Hannah Leverenz, Hanyan Su, and Kevin Sullivan, NYU Wagner School Graduate Students.

N. Gemma introduced the four graduate students and gave a brief summary of the project. Since October 2024, SRPC has been collaborating with students from the NYU Wagner Graduate School of Public Service on a project aimed at addressing the childcare challenges that have impacted economic growth in the Strafford region. As part of their Capstone, and with the guidance of staff and a wide range of stakeholders, students have worked to conduct extensive research and outreach, data collection, form best practices and recommendations, and create a resource guide for municipal leaders, businesses, and families that can help support the childcare industry in our region and beyond.

The students took turns presenting on the findings of their childcare project. The two-semester long project was intended to analyze the impacts of the current childcare situation on the region's economy and present case studies and recommendations that can help support this critical issue.



The guests provided feedback and engaged in conversation about the issues of affordability for childcare and availability, funding challenges for both parents and childcare operators

### **3. Business and Announcements**

- **Data Snapshot**

R. Dewey announced the release of the 2025 Regional Data Snapshot. This is the fifth annual Data Snapshot and covers over 160 data metrics for the region. The accompanying Community Profile series and the interactive web map will be available over the summer.

- **State Funding for Target Block Grant**

Jen Czysz stated that the State budget is not looking good for many organizations. Last week the House voted on a state budget that is now moving to the Senate for consideration. Of critical note, the House removed the nine NH regional planning commissions' Target Block Grant, administered by the NH Department of Business and Economic Affairs. TBG is a modest but critical source of funding that provides a total of \$100,000 per year—or \$11,111 for each of the 9 RPCs—enabling RPCs to plan for the unique, evolving needs of NH municipalities before they arise. SRPC uses these funds to assist with local planning efforts, review developments of regional impacts, and to meet our match requirements on our federal \$70,000 grant from the Economic Development Administration. Jen will continue to update commissioners on the status of this funding including providing template letters you may use to contact your Senators and the Senate's finance committee.

- **2-year Transportation Uniform Planning Work Program**

C. Lentz presented: SRPC staff have received a draft of the Regional Safety Action Plan from our consultant VHB. This is a strategic document that will enable all municipalities to apply for funds to implement safety improvement projects through the Safe Streets and Roads for All program (SS4A). The plan includes comprehensive analysis of crash data and presents strategies for reducing and eventually eliminating crashes that kill and injure people. It has a special focus on vulnerable users such as bicyclists, pedestrians, and people with disabilities, and includes demographic analysis to identify possible transportation equity gaps.

The action plan needs to be approved before June 26th. SRPC staff are requesting feedback on the draft from committee members by April 25th in time to finalize edits with VHB prior to adoption at the Commission meeting on May 16th.

- **The federal SS4A program**

The federal SS4A program is currently soliciting new applications and includes funding for full construction projects and additional planning efforts such as "demonstration" or



“quick-build” projects that use inexpensive, temporary materials to test new configurations for streets and intersections. If interested, municipalities are encouraged to reach out to Colin to discuss possible projects.

**4. Other Business**

There was no other business.

**5. Citizens Forum**

There were no citizen comments.

**6. Adjourn**

Following a motion and a second, all members voted in favor to adjourn.

