
Approved Minutes Nashua Regional Planning Commission/Metropolitan Planning Organization (Full Commission/MPO) Wednesday, June 17, 2026, 7 pm, Public Meeting with Zoom Option

Attendees:

Jason Hennessey, Amherst (Zoom), Vice Chair
Will Ludt, Amherst
Danielle Pray, Amherst
Jerry Roche, Brookline
Alan Rosenberg, Brookline
Joseph Garruba, Hollis
Ed Van der Veen, Hudson
Kim Queenan, Litchfield, Chair
Charlie Post, Lyndeborough
Larry Larouche, Lyndeborough
Peter Albert, Merrimack
Karin Elmer, Merrimack
Tim Tenhave, Merrimack
Chris Costantino, Milford (Zoom)

Janet Langdell, Milford, Treasurer
John Yule, Milford
Tim Berry, Mont Vernon
Camille Correa, Nashua
Michelle Cooke, Pelham
Jennifer Beck, Wilton
Kermit Williams, Wilton
William Rose, NHDOT (Zoom)

NRPC Staff:

Jay Minkarah, Executive Director
Kate Lafond, Assistant Director (Zoom)
Matt Waitkins, MPO Coordinator
Emma Rearick, Transportation Planner
Salem Quinn, Admin./Comms. Coordinator

1. **Call to order:** Queenan called the meeting to order at 7:04 pm. Introductions were made.
2. **Privilege of the Floor:** none brought forward.
3. **Approval of minutes April 15, 2026 (action item):** Edits suggested by Tenhave (changing MPO to NRPC in two places at the bottom of page 2, section 5.a; and adjusting comments to read that the school budget did pass but hadn't passed in previous years at the top of page 4, section 6.i) and Williams (adding a colon to 72:81 in the middle of page 4, section 6.l).

Motion by Berry: To approve the April 15, 2026, Nashua Regional Planning Commission/Metropolitan Planning Organization (Full Commission/MPO) meeting minutes, with edits as discussed. Second by Hennessey. A roll call vote was conducted. **Motion adopted** with Elmer abstaining.

4. MPO Policy Committee

- a. **Public Hearing: NRPC FY2025-2028 Transportation Improvement Program (TIP) and FFY2023-2050 Metropolitan Transportation Plan (MTP) Amendment #5 (action item).** Queenan opened the Public Hearing at 7:08 pm. Waitkins presented on the FY2025-2028 TIP Amendment #5. He gave a brief overview of the Amendment process, and discussed the specific timeline utilized for Amendment #5. Regional projects with revisions included Hudson 44228, Nashua 10136A, and Nashua 44354. No public comments were received. TTAC had no objection to NRPC adopting Amendment #5. General discussion around CMAQ projects. Queenan closed the public hearing at 7:19 pm.

Motion by Berry: THAT the Nashua Metropolitan Planning Organization Policy Committee hereby adopts Amendment 5 to the FY 2025-2028 NRPC Transportation Improvement Program (TIP) as

discussed. Second by Hennessey. A rollcall vote was conducted. **Motion adopted** with Garruba abstaining.

- b. FY2025-2028 TIP May & June Minor Revisions.** Waitkins presented on the May and June TIP Minor Revisions, which is information only, no action is needed. The regional project revised in the May Minor was Nashua 41586, with statewide programmatic BRDG-HIB-M&P and CRDR. The regional projects revised in the June Minor were Brookline 40662, Nashua-Merrimack-Bedford 13761, Pelham 29450, and Pelham 41751A, with programmatic CRDR, HSIP, PVMRK, RRRCS, and Statewide Underwater Bridge Inspection 44536. Waitkins will get more specific details for Rosenberg regarding the revisions in Brookline 40662.

Ludt asked about all the letters in the spring in support of restoring the construction phase of Wilton/Milford/Amherst/Bedford 13692E to 2026 instead of moving it to 2034 and wanted to know if there were any updates. Waitkins confirmed that it's still a Ten-Year Plan project. Minkarah stated that while we did express our concern and had hope that there would be legislative action, it did not happen. There was a lot of effort on our part by representatives from our region to amend advancing that project, but it didn't advance.

- c. 2027-2036 Ten-Year Plan update.** Minkarah gave an update on the Ten-Year Plan. The plan has passed the NH House and Senate. Now it's waiting for the Governor's signature. Rearick added that through joint session, legislators added a toll increase for non-NH EZ Pass users. With these additional funds, the Ledge Street project in Nashua was added back in. Discussion around what happens if the Ten-Year Plan is vetoed. Rose stated that it hasn't happened since the Ten-Year Plan process started back in the 1980s.

Usually, NRPC would be asking for new projects that are a priority for our region. Not doing that this round for the Ten-Year Plan, but we will want to know about those projects for the Long-Range Plan. In the meantime, communities should confirm if their projects are still priorities, and there is the potential to swap projects if priorities have changed.

5. Annual Business Meeting:

- a. FY 2027 Budget and Work Program (action item).** Minkarah reviewed the FY 2027 NRPC Budget. Suggestion was given to increase circuit rider fees. Minkarah stated that NRPC has increased circuit rider fees. But that usually results in less circuit rider hours. There was a request going forward to add line numbers to the budget so that it's easier to reference line items.

Motion by Berry: To approve the FY 2027 Nashua Regional Planning Commission Budget and Work Program, as presented. Second by Yule. A rollcall vote was conducted. **Motion was adopted unanimously.**

- b. Annual Grant and Contract Authorization (action item).** This is a standard authorization we do every year that essentially authorizes us to apply for grants.

Motion by Tenhave: To approve the Nashua Regional Planning Commission Annual Grant and Contract Authorization as presented. Second by Pray. A rollcall vote was conducted. **Motion was adopted unanimously.**

- c. **Setting of FY 2028 Dues (action item).** The FY27 budget has a 3% increase for dues, which was voted on last year. The Executive Committee recommends 5% increase in dues for FY28. Garruba would prefer a 3% increase instead of 5%. And he would like the formula to be just population and not also equalized valuation. The question was raised of where dues and dollars are used. Minkarah answered that they usually go to match other Federal grants and DOT funds (usually a 10% match). Any remaining balance goes to Tax mapping, GIS work, Local municipal services and Energy Aggregation.

Queenan would like a write-up of where the fees go for the benefit of towns. Lafond recommended referencing the NRPC narrative already included in Annual Town Reports. Beck would like to know what NRPC would like to be doing. Langdell noted that the Executive Committee recently went through the NRPC [Statement of Strategy](#) and noted items that NRPC can't get to because of staffing and/or funding. NRPC regularly tracks where we are in the Statement of Strategy, what has been accomplished and what has yet to be accomplished. Minkarah and Langdell noted that it would be beneficial to polish up those notes for Commissioner distribution. General discussion continued on how NRPC compares to other NH MPOs and RPCs, namely the similarities and differences.

Motion by Berry: That the Nashua Regional Planning Commission approve a 5% increase for the FY 2028 dues. Seconded by Roche. A rollcall vote was conducted. **Motion adopted** with Hennessey and Garruba objecting.

- d. **Election of members to the Executive Committee (action item).** NRPC needs to go through the data again in terms of when people started. The data spreadsheet looks a little wonky right now.

Motion by Berry: That the Nashua Regional Planning Commission table the election of members to the Executive Committee until the September meeting. Second by Yule. A rollcall vote was conducted. **Motion was adopted unanimously.**

- e. **Election of FY 2027 Executive Committee Officers (action item).** Recommendation for Queenan to continue as chair, Hennessey to continue as vice chair, and Langdell to continue as Treasurer.

Motion by Tenhave: That Kim Queenan (Chair), Jason Hennessey (Vice Chair), and Janet Langdell (Treasurer) continue as the Nashua Regional Planning Commission Executive Committee Officers for FY 2027. Second by Rosenberg. A rollcall vote was conducted. **Motion was adopted unanimously.**

- f. **NRPC Bylaws – potential amendments.** Discussion around potential amendments to the NRPC Bylaws. Hennessey wants to change Nominating Committee to the Executive Committee. Tenhave wants to change Nominating Committee to a formal standing committee instead of being appointed by the Chair. Minor administrative updates: MPO meets quinquennially and Executive Committee usually meets 11 times per year. Langdell suggested adding the phrase “at least” to the meeting frequency to fix the administrative updates. Beck would like a separate meeting just for towns sharing. The suggestion of having one meeting each year for town sharing was discussed. Also, discussion around 91A affecting listservs. Hennessey and Tenhave will collaborate on suggested amendments and come up with a proposal for the September meeting.

6. Other Business:

a. NRPC Regional Plan. NRPC is targeting the September meeting for approval. Also need:

- i. a 30-day public comment period
- ii. to send the plan to every selectboard, city council, and BOA in the region
- iii. to send the plan to every library and office of planning of and development.

Planning to circulate the plan and hold a public comment period around July 31 – Aug 31. Then NRPC will address comments. Suggestions were given regarding a display at libraries and local access television.

b. Other Updates. Quinn gave updates on NRPC's new Grant Writing Assistance Program & the upcoming refreshed NRPC Website.

7. Commissioner Roundtable:

Beck, Wilton: Beck just finished the UNH Outdoor Academy. The focus was on outdoor economics. Beck is curious as to what other towns are doing with TIF districts to fund some of these projects. All the funding from tourism is a design center for towns now. Looking at public gathering places and things that create a sense of community. There's a whole economic piece to that and a public health piece. This is a brand-new 3-day program with Shannon Rogers, and she encourages others to attend.

Van der Veen, Hudson: Reported on the election results. In addition to the fire engines, the town voted to appropriate a sum of \$500K for Robinson Pond Improvements, which would primarily be a boat ramp area. \$250K would come from town taxes and \$250K would come from a state land and water conservation fund. Next up are Route 102 sidewalks. There is a mile and a half long stretch of unfinished and sidewalk gaps. The town voted to raise \$2 Million for design and construction. The breakdown would be \$1.6 Million from NHDOT, and \$400K from corridor funds. The town also voted to revise the Benson Land Capital Reserve Fund. The revision will allow the funding to be used for maintenance and repair, in addition to new builds. The town also voted to approve the state changes to ADUs and family daycare. Lastly is a section in town called the TR zone where the minimum lot size is 10,000 square feet. The town voted to tighten up the front setbacks to make this high-density area more livable.

Albert, Merrimack: The town is wrestling the issue of Continental Boulevard changing from being state-owned to town-owned in 2029. The estimated cost in taxes is \$750K for maintenance. That doesn't cover redoing the drainage or anything that comes up over the next decade. If they can do this to Merrimack, NHDOT can do this to any town. State reps are trying to make a case, in vain.

Tenhave, Merrimack: Moved 4th of July fireworks to a new location, Kollsman Athletic Fields, 220 Daniel Webster Hwy, across from the old Budweiser building. Also, the 4th of July parade is in reverse, from O'Gara Drive ending to the Commons Shopping Plaza.

Cooke, Pelham: The farmer's market is back on Saturdays, and the community gardens are up again.

Pray, Amherst: BOS had a grant for piece of rail trail that was voted no build. Perhaps they can apply the no build funding to another non-motorized project.

Garruba, Hollis: The town had two special meetings for the school districts. DRA looked at the warrants for march meeting. Since the signatures weren't on the warrant copies that were posted, they rejected the appropriations from that meeting. The town held meetings tonight to cure the special defect. Town is having their 250th celebration on July 11th with fireworks.

Queenan, Litchfield: Town is holding its Strawberry festival on Saturday, 6/20. 250th celebration is planned for July 25th and 26th with tethered hot air balloons and a petting zoo. Mt. Kearsage in Warner helped organize [Naticook's Passaconaway Memorial Pow Wow](#) on August 1st and 2nd.

Langdell, Milford: Great event on June 27 at Keyes Memorial Park called the Keyes Summer Bash. It will include a reading of the Declaration of Independence, touch a truck, food vendors, games.

Yule, Milford: After a decade of work, the town signed a conservation easement of about 70 acres of land. It will be a long road to develop it.

Williams, Wilton: There are a number of people who work for Wilton that are leaving, the Land Use Administrator, BOS, and other staff. The town held their 250th celebration event in early May. They added names to their revolutionary war memorial. Note, it was an all-volunteer group for the 250th celebration and no town money was spent on it. The Wilton Summerfest this Saturday, 6/20 on Main St in downtown. They will have fireworks at Carnival Hill in the evening.

Rosenberg, Brookline: The Town Hall staff has relocated to the Brookline Business Center at 55 Route 13. The fire dept donated their meeting room in the interim. Cure the bond for removing Pierce Dam, didn't have 5-year tax impact posted with the warrant article. The proposed excavation project in Mason is still dragging on. The project was declared a development of regional impact, 95 days expired at the end of May, then extended at the Planning Board meeting. Town is working with the Mason Road Agent and applicant to protect Mason Road through Brookline, currently owned by the state. Material will be hauled to a Sterling, MA processing plant.

8. Meeting adjourned at 9:17 pm.

The next meeting is Wednesday, Wednesday, September 16, 2026.

Respectfully submitted by Salem Quinn, Administrative/Communications Coordinator NRPC