

LAKES REGION PLANNING COMMISSION

103 Main Street, Suite #3
Meredith, NH 03253
Tel 603.279.8171
www.lakesrpc.nh.gov



Special Executive Board Meeting

Minutes of August 18, 2026

Approved September 9, 2026

PRESENT	Cristina Ashjian, Rod Cameron, John Christ, David Katz (Chair), David Kerr (Treasurer), Richard MacNeill [alternate], Stephanie Maltais [alternate], Brian O'Connell, Lianne Prentice (Vice Chair), Phil Villari
ABSENT	Jane Alden (E), Bill Bolton (E), Tyler Carmichael (E)
STAFF	Shanna Saunders (Executive Director), Linda Waldron (Executive Administrative Assistant), Carl Carder (Finance Administrator)
LOCATION	LRPC Office, 1 st Floor Conference Room, Meredith

1. Call to Order

Chair Katz welcomed everyone, and attendees introduced themselves for the benefit of new members. The meeting was called to order at 9:01 AM. A quorum was established. The purpose of this special meeting was to discuss new ways to financially support LRPC and to begin developing a strategic plan.

2. New Business

- a. Formation of a 501(c)(3) Foundation. Chair Katz presented the rationale for forming a separate nonprofit foundation to create alternative revenue streams. Executive Director Saunders added that the loss of Brownfields contract funding, cuts to FEMA, USDA, and HUD grant programs, and tight municipal budgets that limit contract opportunities require LRPC to explore other sources of income. The proposed foundation would allow LRPC to pursue charitable gaming, charitable contributions, and private foundation grants that LRPC cannot currently accept directly. It could also support partnerships with other 501(c)(3) organizations. The Board discussed the foundation's proposed structure, purpose, start-up steps, funding opportunities, operational considerations, and capacity needs. Supporting documentation was reviewed (Articles of Agreement and Bylaws). Also considered was tracking staff time spent on foundation work, officer/director insurance, and legal review of the proposed articles and bylaws. Legal counsel will be asked to clarify whether the foundation would have obligations to fund other non-profit organizations.

Following the discussion a motion was made to authorize LRPC staff to continue developing the foundation, including answering follow-up questions and addressing legal clarifications [Vice Chair Prentice/John Christ]. A voice vote was taken indicating all present were in favor. **Motion passed.**

- b. Strategic Planning. The draft Strategic Plan was presented with an explanation that its purpose is to set forth the organization's goals and objectives. Several Board members expressed concern that the draft focused too heavily on water and environmental issues and did not adequately represent all the work of a regional planning commission. Members particularly requested more attention to housing, historical, and cultural resources. A revised plan should provide a broader and more balanced mix of focus areas, including land use, the environment, transportation and infrastructure, governance, hazard mitigation, climate resilience, and municipal board training.

Following this discussion, a motion was made to authorize LRPC to revise the Strategic Plan, circulate it to the Board for additional comments, and continue improving it, with updates to be provided at future Executive Board meetings and a goal of presenting the plan to the full Commission in the spring [Vice Chair Prentice/Cristina Ashjian]. A voice vote was taken indicating all present were in favor. **Motion passed.**

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Executive Director Saunders updated the Board on current funding and programs, including approval of the Plymouth CDBG housing development grant, cancellation of the Hooksett project following local opposition, receipt of a USDA grant, expansion plans for the composting pilot, and a Go North opportunity for municipal ambulance upgrades.

3. **Adjournment**

Chair Katz adjourned the meeting at 10:22 AM.

Respectfully Submitted,

Linda Waldron
Executive Administrative Assistant