

SOUTHWEST REGION PLANNING COMMISSION

BOARD OF DIRECTORS MEETING

MINUTES

February 9, 2021

Staff member Rich Clough announced that today's meeting will be conducted using a Zoom format and read a document entitled *Authority for Conducting a Meeting Electronically* (copy attached). He indicated that all votes would be conducted by roll call.

Present: Gus Lerandeanu, Vice-Chairman, *Swanzey*; Larry Robinson, Secretary, *Marlborough*; Jill Collins, Treasurer, *Hinsdale*; Sara Carbonneau, *Winchester*; Brian Barden, *Dublin*; Camilla Lockwood, *Temple*; Leandra MacDonald, *Peterborough*; Cheryl Mayberry, *Walpole*; Ed Merrell, *Jaffrey*; Butch Morin, *Richmond*; John Snowdon, *Westmoreland*.

Staff members present include Tim Murphy, Executive Director; Rebecca Baldwin, Office Manager; Rich Clough, Office Support Specialist; Todd Horner, Planner; Terry Johnson, Senior Project Manager.

Absent: Tom Mullins, Chairman, *Peterborough*; Chris Coates, *Cheshire County*; Jay Jacobs, *Harrisville*; Gary Spykman, *Keene*.

I. Welcome

Vice-Chairman Lerandeanu called the meeting to order at 3:45 p.m. and welcomed those in attendance.

II. Consent Agenda

- a. Minutes of January 12, 2021 Meeting**
- b. Highlights of Commission Activities - January 2021**
- c. Financial Report - January 2021**

Motion: To accept the consent agenda as presented.

Motion by Director Robinson, seconded by Director Lerandeanu. Approved by unanimous roll call vote.

III. Executive Director's Report

Mr. Murphy explained that he had two items he would like to bring to the attention of the Board at today's meeting, both of which involve potential agreements for SWRPC to conduct planning and technical assistance activities.

- a. Agreement with Cheshire County - Food Access Assets and Gaps Analysis**

Mr. Murphy noted that staff is currently working on a proposal to be submitted to Cheshire County in the coming days that would involve conducting an analysis of assets and gaps in existing programs designed to address food security in the Monadnock Region. The project has a tight schedule, beginning as early as March 1st and concluding by June 30th of this year. Mr. Murphy stated that he is bringing the item to the Board for their consideration and potential approval today so that in the event our proposal is accepted by Cheshire County, work could begin right away. Compensation to SWRPC would be in the amount of \$11,000.

Motion: To authorize the Executive Director to enter into an agreement with Cheshire County to conduct a food access and gaps analysis.

Motion by Director Robinson, seconded by Director Mayberry. Approved by unanimous roll call vote.

b. USDA RD Opportunity - Rural Business Development Grant Program

Mr. Murphy reported that back in December, staff submitted a letter of intent to the U. S. Department of Agriculture (USDA) to file an application through the Rural Development 2021 Rural Business Development Grant program. A successful application would allow staff to continue to provide technical support to the Monadnock Broadband Group and also assist communities in the region in implementing various broadband expansion activities. The letter of intent has resulted in an invitation to submit a full proposal which is due in the coming weeks. USDA requires that the Board adopt a resolution authorizing the Executive Director to submit an application and administer a grant should it be awarded. Using a template for similar resolutions for this purpose submitted to USDA in the past, a proposed resolution is included in the agenda packet for today's meeting. Mr. Murphy noted that, should a grant be awarded, staff would seek the Board's authorization at a future meeting prior to acceptance. Director Mayberry asked if this is an extension of services already being provided by SWRPC or new services. Mr. Murphy replied that funding would allow staff to continue to provide support to our municipalities as they move forward to meet their broadband connectivity goals. Director Snowdon offered to provide a letter of support for our application from his town attesting to the support SWRPC provided them in reaching their broadband goals

Motion: To adopt a resolution to authorize application for and administration of a proposal under programs of USDA Rural Development.

Motion by Director Robinson, seconded by Director Mayberry. Approved by unanimous roll call vote.

IV. Next Meeting

Vice-Chairman Lerandeau announced that the next meeting of the SWRPC Board of Directors is scheduled for March 16, 2021 at 3:00 p.m. and will be a remote meeting.

V. Other Matters

No other matters were brought before the Board at this time.

VIII. Public Comments

No public comments were offered.

IX. Adjourn

Meeting Adjourned at 4:00 p.m.

Respectfully Submitted,

Rebecca I. Baldwin
Office Manager