**SOUTHWEST REGION PLANNING COMMISSION**

***BOARD OF DIRECTORS MEETING***

**MINUTES**

**August 5, 2021**

**Present:** Gus Lerandeau, Vice-Chairman, *Swanzey;* Larry Robinson, Secretary, *Marlborough;* Brian Barden, *Dublin;* Sara Carbonneau, *Winchester;* Jay Jacobs, *Harrisville;* Camilla Lockwood, *Temple;* Leandra MacDonald, *Peterborough;* Ed Merrell, *Jaffrey;* Butch Morin*, Richmond;* John Snowdon, *Westmoreland.*

Staff members present include Tim Murphy, Executive Director; Rebecca Baldwin, Office Manager.

**Absent:** Tom Mullins, Chairman, *Peterborough;* Jill Collins, Treasurer, *Hinsdale;* Chris Coates*, Cheshire County;* Cheryl Mayberry, *Walpole;* Gary Spykman, *Keene.*

**I. Welcome**

Vice-Chairman Lerandeau called the meeting to order at 2:00 p.m. and welcomed those in attendance. He noted that Director Snowdon has requested to join the meeting remotely due to concerns related to Covid and those in attendance unanimously agreed to allow him to participate. Vice-Chairman Lerandeau noted that all votes would be taken by roll call.

**II. Agreement with NH BEA - Regional Housing Needs Assessment**

Mr. Murphy reminded Board members of the discussion at the July meeting regarding the American Rescue Plan Act (ARPA) and potential opportunities for SWRPC. Earlier this week we were contacted by the NH Department of Business and Economic Affairs (BEA) about entering into an agreement through the use of ARPA funds to develop an updated regional housing needs assessment (RHNA). The project will involve all nine regional planning commissions to conduct RHNA updates in their respective regions and will take approximately fifteen months to complete. Phase I is scheduled to begin in September and will involve working with BEA’s Office of Planning and Development to create an approach and methodology that will be used in preparing RHNAs. The actual development of RHNAs will represent Phase II of the effort and is scheduled to take place between January and December 2022. Compensation to SWRPC will be in the amount of $100,000.

**Motion: To authorize the Executive Director to enter into an agreement with the NH Department of Business and Economic Affairs to conduct this work and an Officer to sign the Certificate of Vote.**

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

**III. Next Meeting**

Vice-Chairman Lerandeau announced that the next meeting of the Board of Directors is scheduled for September 14, 2021.

**IV. Other Matters**

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

**V. Public Comments**

No public comments were offered.

**VI. Adjourn**

Meeting Adjourned at 2:05 p.m.

Respectfully Submitted,

Rebecca I. Baldwin

Office Manager