

SRPC EXECUTIVE COMMITTEE MEETING

April 17, 2026

8:00 a.m. to 9:00 a.m.

Hybrid Meeting (Conference Rm 1A & via Zoom)

Agenda Item

1. Welcome and Introductions

Present: Paul Rasmussen, Durham; Joe Boudreau, Rochester; Mark Richardson, Somersworth; Michael Bobinsky, Somersworth; Matthew Towne, Barrington; Steve Stancel, Wakefield; Katrin Kasper, Lee.

P. Rasmussen motioned to appoint Katrin Kasper as an alternate to the Executive Committee. With a second by J. Boudreau and a unanimous vote in favor, the motion passed.

2. Non-Public Session per NH RSA 91-A:3, II(a)

At 8:05 AM, J. Boudreau motioned to enter into non-public session. The motion was seconded by M. Richardson and passed with a unanimous vote in favor.

At 8:25 a.m., P. Rasmussen moved to exit non-public session. The motion was seconded by M. Richardson and passed with a unanimous vote in favor.

K. Kasper motioned to seal the minutes of the non-public session. The motion was seconded by J. Boudreau and passed with a unanimous vote in favor.

3. Action Items

a. March 20, 2026 Minutes

M. Bobinsky motioned to approve the March 20, 2026 minutes. The motion was seconded by S. Stancel and passed with a unanimous vote in favor.

b. Acceptance of the Draft February Financials

J. Czysz reviewed the draft February financials:

Balance Sheet: At the end of February our bank register balances were low, however, actual balances were higher given the timing of transactions and through strategically holding contractor checks pending reimbursements. The checking and savings total actual balances were \$97,981.21 and \$1,022 on February 28. We have continued to be able to operate without utilizing the line of credit.

Accounts Receivable: Of the \$285,674 due at the end of February, \$178,630 was the current month's billing. \$92,015 was received in March leaving a past due balance of \$15,028. The largest share of this past due balance is attributable to delayed payments from the City of Dover for its Hazard Mitigation Plan. The funds for these outstanding invoices were received in April.



Profit and Loss and Income by Customer: February marked an improvement with the month essentially breaking even, a net income of \$234. While not nearly enough to make up the year's loss, it is a step in the right direction. Much is due to the strong billing against contracts for the month, \$195,240. Year-to-date is still grim, with a net loss of \$89,604.

Discussion on staff changes and the various absences combined with the increased health insurance rates for FY27 and how they affect the indirect rate.

J. Boudreau motioned to accept the February Financials. Seconded by K. Kasper and passed with a unanimous vote in favor.

c. Appointment of Alternates

This agenda item was addressed at the beginning of the meeting and Katrin Kasper was appointed as an alternate.

P. Rasmussen motioned to appoint K. Kasper as an alternate to the New Hampshire Association of Regional Planning Commissions (NHARPC). Seconded by J. Boudreau and passed with a unanimous vote in favor.

J. Czyns introduced V. Blackden who is the new finance manager to replace Kathy Foster when she retires April 30. The board welcomed her to SRPC.

J. Boudreau expressed his gratitude to Kathy Foster for her many years of excellent work, and the other members joined Joe in expressing their appreciation.

4. Updates and Discussion Items

a. Health Insurance Policies for FY2027

For the last several years SRPC has offered 3 different health plans. All three are increasing in cost, at different rates. Plans 1 and 2 will only have 1 person enrolled in each at the end of this FY and are the costliest plans. Even with Plan 3 seeing a higher rate increase for FY27 compared to the other plans SRPC offers, and with slight reductions to the SRPC cost share for plan 3, it remains the lowest cost plan for both employees and the organization. HealthTrust only offers two plans that have lower premiums than plan 3. The ABSOS30 plan cannot be selected if we retain Plan 3. The other is a high-deductible plan, that has a high risk of costing more for both SRPC and the employees due to the deductible.

J. Czyns stated it is a no-win situation this year and would essentially be a pay cut for employees. The buyout for employees who opt out would also increase.

The group discussed the possibility of soliciting bids from another broker. J. Czyns noted that while a lower initial rate might be offered initially, rates would likely increase over time. She emphasized that the benefits provided through HealthTrust, including the employee assistance program, are invaluable, and that the customer service is exceptional.



b. Draft FY2027 Budget

J. Czysz reviewed the draft budget and stated that it still represents an early draft and changes are expected. We have several potential funding opportunities to incorporate. To control expenses, temporary staff have been eliminated, and no annual salary increases have been incorporated at this time.

Potential projects are still being developed, but new grant rounds are currently open, including one through DES for the Coastal Resilience Program and a PREPA grant through UNH/PREP. At least one application is expected for each program, with a strong likelihood of receiving funding. Including both of these funding opportunities bring the revenue projections close to breaking even.

c. Awards, Contracts, and General Business

J. Czysz provided a brief update on grant applications and staffing updates. In addition to hiring the new finance manager, Owen Corcoran, regional planner, resigned. We had a very successful hiring process and have extended an offer to a candidate slated to start on May 4.

d. April TIP Minors

C. Lentz provided a brief update on the minors. There was little of note this month. A small culvert bridge project in Farrington is moving forward with only a minor administrative adjustment for inflation. Dover's multi-use path project is also progressing, with the latest grant closing out and funds shifted to FY 2028 for construction, as planned. All remaining items are programmatic projects with no child projects in the region, including culvert rehabilitation, guardrail replacement, and underwater bridge inspection. None currently affect the region.

5. Other Business

There was no other business.

6. Adjourn

J. Boudreau. All in favor.
Meeting adjourned at 8:55AM.

Respectfully submitted,

Megan Taylor-Fetter

