



# Goffstown River Advisory Committee

## CHARTER

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Pursuant to the Select Board Rules of Procedure, Appendix A, Section 2.4, this Charter shall regulate the Goffstown River Advisory Committee ("Committee").

- I. MISSION/OBJECTIVE:** The Purpose of the Committee, as adopted by the Select Board, is to advise the Select Board in all matters relating to the Piscataquog River, with a focus on the Hadley Falls Dam (FERC Project P-5379), Gregg Falls Dam (P-3180), and Kelley's Falls Dam (P-3025). The Committee may also advise the Select Board on matters relating to the management of the Piscataquog River, including, but not limited to, preservation, sustainability, resilience, recreation, economic vitality, public safety, and water quality.
- II. AUTHORITY:** At the direction of the Select Board, the Committee has the authority to conduct research, analyze data, gather public input, and to make recommendations, in order to provide guidance and assistance to the Select Board regarding the Piscataquog River. This may include recommendations on development, funding opportunities, regulations, and policies.
- III. DUTIES AND RESPONSIBILITIES:** Responsibilities of the Committee as directed by the Select Board are to:
  - a. Engage with stakeholders.** The Committee shall actively engage with community members, organizations, and experts through public meetings, surveys, and other outreach methods. They should seek input and feedback on Piscataquog River related issues to ensure a comprehensive understanding of community needs and aspirations.
  - b. Conduct research and analysis.** The Committee shall research and analyze Piscataquog River related data, trends, and best practices to inform their recommendations. This may include studying Piscataquog River needs assessments, grant research, policies, and relevant regulations.
  - c. Develop recommendations.** Based on research, analysis, and stakeholder input, the Committee will develop recommendations for the Select Board. These recommendations should be well documented, supported by evidence, and address the identified challenges and goals of the community.
  - d. Present Update and deliverables.** The Committee shall present updates and recommendations to the Select Board as needed, and at a minimum of every 12 months.



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### IV. OPERATIONAL CONSTRAINTS AND GUIDELINES:

- a. The Committee shall operate in collaboration with the Select Board.
- b. Officers of the Committee shall consist of a Chairperson, a Vice Chairperson and a Scribe. The Select Board representative shall be the Chairperson of the Committee. The Committee shall appoint a Vice Chairperson and Scribe from the Members. The Chairperson shall preside at all Committee meetings and shall have authority to rule on questions of procedure, maintain order and determine the course of proceedings, and to take such other action as may be necessary and not inconsistent with these Bylaws or other law to enable the Committee to perform its duties and conduct its affairs. The Chairperson shall, together with the Vice Chairperson, set the agenda for each meeting. In the absence of the Chairperson, the Vice Chairperson shall preside and shall have the same authority as the Chairperson.
- c. All significant Committee actions shall be subject to the Select Board review. The Select Board liaison shall report recommended significant Committee actions to the Select Board prior to any Committee action. Significant actions may include but are not limited to seeking grant funding, public outreach or marketing events and recommending policy actions impacting the Piscataquog Waterways.
- d. Should the Committee engage in public outreach or marketing, it shall be done in accordance with the policies and procedures established by the Town of Goffstown. Prior to taking any public outreach or marketing action, the Select Board liaison shall inform the Select Board of such actions.
- e. The Select Board liaison, or designee, shall be responsible for taking minutes and submitting minutes to the Administration Office at Town Hall in accordance with NH RSA 91-A:4. The Administration Office at Town Hall shall maintain a permanent record of all Committee meetings and all correspondence of the Committee, which shall be a public record except as otherwise provided by law.
- f. Meetings of the Committee shall be held as scheduled by the Chairperson and Vice Chairperson, or as otherwise necessary or required by law. Notice thereof shall be given to each member and all such meetings shall be open to the public except as otherwise provided by law.
- g. These operational constraints and guidelines shall govern the Committee, and the Committee shall conduct no non-public sessions unless permitted by the Select Board as otherwise provided by law.



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**V. COMMITTEE MEMBERSHIP:**

There shall be 7 members of the Committee:

- 1 - Representative from the Select Board (Ex Officio Member)
- 1 - Representative from the Economic Development Council
- 1 - Representative from the Goffstown Conservation Commission
- 1 - Representative from the Piscataquog River Local Advisory Committee
- 3 - Members from the community at large, as appointed by the Select Board.  
At least one community-at-large member shall be a Piscataquog River waterfront resident.
- 2 - Alternate Members from the community at large, as appointed by the Select Board.

Non-member departmental subject-matter expert representatives may be included on an as-needed basis.

The Committee will be supported by staff and other participants, including but not limited to site inspections, report and plan preparation, public education and outreach, and coordination with other entities as may be required.

**VI. BUDGET:** There is no budget for this committee. Staff support and supplies are available from Town Hall.

**VII. PERIOD OF EXISTENCE:** This Town Committee is established as a permanent Committee for the benefit of the residents of Goffstown, unless specifically repealed by the Select Board.

### GOFFSTOWN SELECT BOARD

Approved by the Select Board 06/10/2024

Peter Georgantas, Chair

Kelly Boyer, Vice Chairwoman

  
Collis Adams  
Jim Craig  
Mark T. Lemay