

**New Hampshire Planners Association
Executive Committee Meeting
June 29, 2007 Draft**

Executive Committee Members Present:

Jennifer Czysz, Sandrine Thibault, Angela Vincent, James Campbell, Pierce Rigrod, Christa Koehler, Ben Frost.

Also present: Clay Mitchell

J. Campbell called the meeting to order at 10:15 a.m.

Minutes of April 26, 2007

Corrections: A. Vincent was not present, so discussion of the APA conference was by S. Thibault. Under "Other" change to AICP.

S. Thibault moved to approve the April 26, 2007 minutes as amended. P. Rigrod seconded. Motion passed.

Energy Efficiency and Climate Change Sub-Group

C. Mitchell has prepared a "Planner's Handbook on Energy Efficiency and Climate Change", available at <http://www.nhplanning.com/Energy/energyhb.htm>. In addition, the Carbon Coalition has been conducting training sessions throughout the state to help municipalities create local energy committees. NHPA is a signatory to the Carbon Coalition. He asked what role NHPA would like to play in using the handbook and in disseminating information to professional planners. He noted that although many communities in New Hampshire had passed resolutions calling for the formation of energy committees, there was not background support to assist them. Discussion followed on different venues for NHPA to be involved, including UNH T2 seminars for public works officials, LGC annual meeting (November), and the NHPA annual meeting. It was agreed that NHPA should target those communities that have professional planners, as that is our constituency. C. Mitchell said that EPA was very interested in reaching out to municipalities and could be a powerful partner. A. Vincent said that it was important to establish partnerships with other groups to maximize resource utilization and reduce duplication of efforts.

J. Czysz moved to establish an NHPA Energy subcommittee. Seconded by A. Vincent. Motion passed.

Members appointed by J. Campbell include A. Vincent (chair), J. Czysz, C. Koehler, and C. Mitchell.

Treasurer's Report

S. Thibault said that there should have been \$1,000 revenue from NNECAPA for Durham's award, but it was not clear whether this was included in the revenue line.

A. Vincent moved to accept the Treasurer's report, subject to the clarification on NNECAPA revenues. Seconded by P. Rigrod. Motion passed.

NNECAPA/NHPA Awards

S. Thibault said that the deadline for NNECAPA awards is September 14. Categories include Planner, Citizen Planner, Plan, and Project. The process will be opened up this year to allow nominations made separate from the state association awards. It was agreed to set the NHPA nomination deadline as August 17, to allow for the decision to be made at the August Executive Committee meeting and in time to submit nominations to NNECAPA. NHPA will use the same nomination format as NNECAPA. B. Frost will prepare a Project nomination for C. Mitchell's Planner's Energy Handbook.

FAICP Nomination

B. Frost and S. Thibault will prepare an FAICP nomination for Randy Raymond, one of the founders of NHPA and NNECAPA, and long-time planner for Concord. B. Hebert had suggested contacting Doug Woodward, with whom Randy had worked for a long time. B. Frost will also contact Randy. Nomination deadline is October 23, 2007.

NHPA Conference Follow-Up

S. Thibault and J. Czysz reported that because of the \$2,300 room attrition fee, there was an approximate loss on the conference of \$1,100. All concurred that this was much better than had been expected. Thirty rooms had been reserved for the conference, but only 19 were booked—recommendation is to reserve fewer in the future to avoid a high attrition fee, especially in a central location such as Portsmouth, where attendees are less likely to stay overnight.

Annual Meeting / Professional Development Seminar

B. Frost said that the NH Charitable Foundation was trying to develop in-state venues where Michelle Connor could speak. Connor is the director of the Cascade Land Conservancy in Oregon, and heads up its “Cascade Agenda” (www.cascadeagenda.org). It was agreed that if schedules could be coordinated, then Connor would be a good keynote speaker for the NHPA Professional Development Seminar in the fall. To minimize conflicts with other conferences, it was agreed to hold the annual meeting and professional development seminar on Friday, September 14. If Connor is unavailable on that date, the topic can be switched to energy efficiency.

Revisions to the Comprehensive Shoreland Protection Act were also discussed as a training topic. It was agreed that this should be coordinated with DES, and that such training would be appropriate for next year’s annual meeting, given the effective dates of the revisions.

Legislative Issues

B. Frost distributed a legislative update and said that he would be preparing a summary for the next NHPA newsletter.

Affiliate Group Services Agreement and Understanding

J. Campbell distributed LGC’s brochure for Affiliate members. He will sign the new agreement for services.

NHPA Lobbyist Proposal

B. Frost said that Nancy Johnson was very interested in being NHPA’s lobbyist. He said that he believed that among all lobbyists in Concord she was best qualified to represent NHPA’s interests because of her background. He discussed the two options she presented, and recommended the first, more limited option. After discussion, it was agreed that he should ask her if she could reduce the price to \$2,500. This proposal will be presented to the membership at the annual meeting. A. Vincent observed that this might require an increase in dues, which have been unchanged for many years.

NHPA Elections

Terms due to end this year are for Jamie Steffen, Christa Koehler, and Angela Vincent. J. Campbell appointed A. Vincent and B. Frost to the nominating committee. The ballot will need to be sent out in August in advance of the September 14 annual meeting.

C. Koehler suggested adding to the membership of the Executive Committee. This would require a change to the bylaws.

Adjournment

C. Koehler moved to adjourn. Seconded by S. Thibault. Motion passed.

Respectfully Submitted,

Benjamin D. Frost
Secretary Pro Tempore