



**NEW HAMPSHIRE PLANNERS ASSOCIATION
EXECUTIVE COMMITTEE MEETING
LOCAL GOVERNMENT CENTER, LIBRARY
AGENDA FOR THURSDAY JANUARY 22, 10:00 AM**

Present: Jen Czysz, Ben Frost, Pierce Rigrod, Sarah Marchant, Christa Koehler, Mikaela Engert, Jim Campbell, Clay Mitchell (by phone)

Absent: Kerrie Diers, Tim Thompson

1. Minutes

Motion to approve the December 11, 2008 meeting minutes was made by M. Engert and seconded by S. Marchant. Motion unanimously passed.

2. NNECAPA Update

a. CPC Grants/Density Project Funding Proposal

B. Frost updated the group on the status of the proposal. Changes were being incorporated from both NHPA and MAP to make the proposal representative of the NNECAPA chapter. The new deadline to submit the proposal is in January and NNECAPA is prepared to submit the revised proposal. Ben posed the question if NHPA would like to put any money towards the project. He informed the group that \$1,000 was available for this. After discussion, it was decided that without seeing the changes to the proposal to evaluate the benefit of it for New Hampshire that money would not be appropriated at this time. B. Frost indicated that NHFA may be willing to provide money for the project. A comment was made that perhaps after the proposal was submitted and if it was accepted, and then NHPA could give in-kind services.

b. Conference

The NNECAPA conference is scheduled for September 24th and 25th in Belfast, ME. MAP is currently working on identifying a venue for the conference.

c. Officer Recruitment

A follow up item from last month: K. Diers will ask John Edgar, Community Development Director in Meredith, if Angela LeBrecque would be available to fill this position. Committee members were asked to brainstorm other folks they thought would be interested as well in case Angela was not available. It was also decided that should Angela not be interested, that a description would be posted on the NHPA website and emailed to NHPA members to try and solicit interest in the position.

d. Other Updates and Business

No other updates.

3. NHPA Annual Meeting

a. Review of Evaluations

K. Diers will review the evaluations for discussion at the February meeting.

4. NHPA Annual Conference

S. Marchant reported that the conference is scheduled for June 4th and 5th in Lebanon and Hanover. The first day is comprised of sessions and the second day will consist of mobile workshops in the morning. The registration fee is anticipated to be set at \$100 or less. C. Koehler asked if assistance was needed with greening the event and she said she'd be willing to talk with the venue about this. She also mentioned that highlighting the carbon offset within the breakdown of the registration fee would be a good educational tool. S. Marchant indicated that information would be available online in late February/early March and that the opening speaker just confirmed (Tom Wessels from Antioch New England).

5. NHPA Action plan for 2009

The group reviewed the plan. No comments were made.

6. Officer Updates

a. Public Information Officer

S. Marchant reported that changes had been made to the NHPA website. M. Engert indicated that the time of this meeting on the website was incorrect at that it should be revised to reflect the 10 am meeting time.

b. Treasurer

No formal report as there has been little activity. B. Frost did indicate that FY 2008 actual numbers were great – revenue was up and expenditures were less than budgeted for. He reported that there is over \$4,000 in the checking account and that the next expenditure pending is for NHPA's lobbyist. This is a \$2,000 expenditure. P. Rigrod asked if the lobbyist submitted a report to review the past year's activities for the group's evaluation. It was determined that this would be beneficial, as well as having our lobbyist attend the February meeting to discuss the upcoming session. C. Mitchell agreed to arrange this and the group indicated the preference to have the lobbyist report first on the next meeting agenda.

c. Legislative Committee

C. Mitchell agreed to attend a meeting with OEP and others to collaborate with the Regional Planning Commissions. Much discussion ensued about the current legislative session. The group will review next month current bills with NHPA's lobbyist. M. Engert indicated that NHPA may want to consider lobbying the State government to lobby the Federal government so that communities can take advantage of the EECDBG that are smaller than the current population requirements for application eligibility.

d. Professional Development Officer

No update.

e. Newsletter Editor

P. Rigrod reported that the newsletter will be out in a couple of days.

f. Sustainability Coordinator

The group reviewed the draft webpage that C. Koehler put together. The site is good to make live. It was recommended that the word “sustainable” be changed to “sustainability” in the title of it and to also note on the page that this is a work in progress and more information will be forthcoming. C. Koehler will clarify how APA’s policy will impact the Executive Committee’s operations and processes and how NHPA supports and will carry out APA’s policy statement.

7. Old and New Business

a. Membership Directory

B. Frost reported that a directory timeline has been made.

b. Professional Organization Relationships

Collaboration is on-going. Representatives from the land surveyors and from the registries attended the second half of the NHPA meeting. The reason to have the meeting with these folks is to figure out a way to educate NHPA membership about the requirements for recording plans since the Plat Law was passed in 2005. The issue is that many towns seem to be utilizing the recording of plans as a way to keep documents rather than having their own storage system in place. Therefore, excess information is coming before the registries creating issues with the recording of plans. Discussion revolved around identifying the appropriate audience, brainstorming different ways to do outreach and education, and next steps to move forward. Pulling in the RPC’s, real estate folks, and the bar association for review and dissemination of the information was mentioned. Clarification of 674:39 with the plat law was identified as an action item to pursue at a later date. It was also suggested that clarification be provided to planners and planning boards about the plat law, 91-A, and the requirements to keep records so that people understand what to record and what not to record at the registries and what would have to be kept by each municipality to satisfy those requirements.

Contact information was exchanged and Cathy Stacey will begin the draft of the “technical bulletin” document and then it will be forwarded to the rest of the group for review and comment. Anticipated timeline is to have the content completed by end of February in order to allow for layout by LGC during the month of March and then copy and distribution in time for April packet development for the NHPA conference.

c. Website Changes

Previously covered under 6 (a) and 6 (f).

d. Meeting Dates

February and April meetings dates will be scheduled as identified below. November and December meetings will be scheduled at a later date due to NHPA’s annual meeting in November.

8. Adjourn

Meeting adjourned at 11:56 a.m.

Upcoming meetings: February 26, March 26, April 23, and May 28, 2009. All meetings are from 10 am to noon at LGC.

Respectfully submitted,

Mikaela L. Engert
Secretary