

NH Planners Association
Executive Committee Meeting

Minutes for Thursday January 28, 2010

Present: J. Czysz, President; M. Engert, Vice President; S.B Saunders, Secretary; B. Frost, Treasurer(for strategic plan discussion only); R. Sawyer; J. Harris; S. Merchant; P. Rigrod(for strategic plan discussion only); J. LaBranche

Absent: C. Koehler

President J. Czysz called the meeting to order at 9 am.

1. Minutes of previous meeting – the amendments were discussed. S. Merchant made the motion to accept the minutes and M. Engert seconded the motion. The motion passed unanimously.

2. NNECAPA Update –

a. 2010 Conference – J. Labranche had made lots of connections and the Marriott facilities are still being worked out. She will set something up next week for the meeting and confirm the prices. Once that information is received it will be booked. Meeting with Conference Organizing Group (COG) in mid- February is pending. The meeting will be held in Concord perhaps at LGC, after business hours. The Portsmouth planners are willing to help. J. Labranche is working on agenda and she is looking for recommended speakers. Members of the Southern New England APA chapters may be interested in attending, as they will not be holding their annual conference this year. There is also an American Bar Association conference at the same time in Providence. It was determined to send email to general membership asking for ideas for speaker/topics. Then split speaker coordination up between members of the COG. It was mentioned that last year those who donated often wanted to do a session. The Marriott facility is LEED Certified and they want to speak and then do a tour. Portsmouth planners can start organizing mobile tours. We are looking for a place for the cocktail hour. Portsmouth Brewery and Blue Mermaid were successful locations in the past. Julie will get draft of agenda to the COG and then to general membership. She will also reach out to NECAPPA and get them involved. Possible dates of the conference include Sept 30 thru Oct 1 as first choice. Oct 14-15 is the second choice. Oct 7-8 as a third choice.

b. Nominate NNECAPA Legislative Liaison – S. Merchant said she would do it. Add her to the email list as adjunct member. Rick recommended this position should be a new executive committee member. This person should go to DC for the conference. The focus of the existing legislative liaison position is on NH legislation, rather than state NNECAPA related legislation. If the NNECAPA liaison was a new Exec Committee member they could do outreach to the state regarding National legislative efforts. If we decide this it's a bylaw change and can't happen to next annual meeting next year. NNECAPA now has to approve or recommend.

R. Sawyer made the motion to recommend that the NNECAPA Legislative Liaison be a new executive committee member and S.B. Saunders seconded the motion. The motion passed unanimously.

3. Professional Development Update

a. Spring Legal Update w/ Recent Statutory Changes (1.5 hrs) & Plat Law (.5 hrs) – the date for the spring workshop is April 22 from 12-4 at LGC. They will have lunch first followed by a 2 hour seminar. Save the Date cards will go out in Feb. R. Sawyer asked if we can do a bylaw change notification at this meeting, then do a vote which would be electronic? Bylaw notification could include call for nomination for filling the position. Or could we do midterm appointment rather than an election? Another thought is, could we present the revised strategic plan after the Bylaw mini meeting? There is also an awards announcement at this meeting. We usually expect 50ish in attendance. At this meeting, Ben will go through a general overview of RSA changes and there should be someone who will speak on new plat law. We need a title for the conference and image for advertising. Jen asked if Ben should be a presenter. Jen will follow up with Ben and will ask him his preference for a speaker on plat law. We requested from the State Registrar but they haven't gotten back to us. The thought was to impress on them strongly that we really want to hear from them, as this is an important topic for planners.

b. Community Based Social Marketing Workshop– S. Merchant spoke to P. Rigrod and he wants 2-3 hours to be able to present this concept. Maybe add it to NECAPPA conference. Its about including social marketing into public policy. Futerra Sustainability Communications has videos

NH Planners Association
Executive Committee Meeting

Minutes for Thursday January 28, 2010

etc. S. Merchant will ask P. Rigrod if he wants to present the Source Water Management plans at the NECAPPA conference too.

4. Officer Updates

a. Public Information Officer – J. Harris has been working on the website and has gotten the directory up. Mail chimp will track who opens emails and who checks on links. It's free up to 3k emails. We only have 200 members so it'll work for us. Jillian will get it started. For the directory we want to put it on a hidden link and make it available to membership only. This alleviates the concern it could be used for marketing purposes by an outside organization.

b. Treasurer– tabled as B. Frost was not present

i. Monthly report and budget update

ii. Growth and Development Roundtable sponsorship update

c. Legislative Committee

i. Priorities for 2010 - One thing we haven't done in the past is survey. Don't think we need one this year as the opinion of the general membership is pretty clear.

(Jillian Harris arrives)

OEP will do overhaul of the RSA handbook this summer and will include info on the role of alternates, as well as info to on drafting Planning Board rules of procedure.

ii. Bill tracking updates – R. Sawyer said there are currently 51 bills, 9 we support and 2 we oppose. The two we oppose are the change to HB1200 - abutter definition – Is marked as RTK – recommend to kill ITL – Inexpedient to Legislate and SB317 – to change zoning standards back again to the two tiered approach. (B. Frost arrives)

d. Newsletter Editor – the newsletter wrapped up on Monday. It will be out on Feb 2. J. Harris will let the general membership know its out with a quick email.

i. New LGC release statement policy - tabled as P. Rigrod was not present

ii. Discuss creating a subcommittee of non-executive committee members tabled as P. Rigrod was not present

e. Sustainability Coordinator – tabled as Christa was not present

5. Other business – none

(P. Rigrod arrives)

6. 2003 Strategic Plan Update Work Session – The group worked through the Strategic Plan making changes and amendments. Draft copies of the mark up are available upon request.

Feb 25 is the next meeting, and is a teleconference. B. Frost will set up the call in line. No Executive Committee meeting April 22, only the Spring Workshop and possible mini meeting. May is another teleconference. R. Sawyer will draft bylaw change, B. frost will draft something regarding retired NHPA membership. Draft must be sent out by early march in order to be on the Spring Conference. S. Merchant will review deadlines and email the Exec Comm.

7. Adjourn – Mikaela made the motion to adjourn the meeting and Ben seconded the motion. Unanimous. Meeting adjourned at 215.

Respectfully submitted by Shanna B. Saunders, Secretary.