



**NEW HAMPSHIRE PLANNERS ASSOCIATION  
EXECUTIVE COMMITTEE MEETING**

**AGENDA FOR THURSDAY FEBRUARY 25, 2010, 10 AM  
TELECONFERENCE**

Call (603) 472-8623 and ask for the “NHPA Conference Call” on Line A.

Present: Jen Czysz, Mikeala Engert, Shanna B. Saunders, Ben Frost, Sarah Marchant, Pierce Rigrod, Rick Sawyer, Jillian Harris, Julie LaBranche

J. Czysz called the meeting to order at 10 am.

1. Minutes of previous meeting – B. Frost made the motion to approve as amended, J. LaBranche seconded. Approved unanimously.
2. NNECAPA Update – J. Labranche gave the update: the agenda has been drafted, as well as a list of speakers. She has received a quote for \$125 per person, without the reception. Her hope is to have the reception sponsored as it has been in previous years. She has met with the two planners in Portsmouth and they will help with mobile workshop. They have offered to will put together list of tour leaders. They know turnout might be high so they will do two tours at a time. One will be a walking tour to a sustainable/smart growth building. The other will be a tour of several buildings, LEED and LID with both walking and bus elements. Will also do tour of sustainable farms. She'll send draft agenda to the group today. No speakers have been contacted yet. She'll start making request shortly. Should there be a general RFP for speakers? Or general email? J. LaBranche continued that Jennifer, a local consultant in Portsmouth has also been a huge help to organize. Question: Does NNECAPA do their own awards. How does that work? B. Frost explained that each state director solicits nominations from their own states and make recommendations to NECAPA.

The Conference Organizing Group (COG) meets tomorrow in Concord. Please add Sarah to email. J. LaBranche will report back after tomorrow's COG meeting. The Exec committee should vote via email on location and then get information to B. Frost for payment.

3. 2003 Strategic Plan Update Work Session Update – J. Czysz explained that the Goal of Sustainability was not captured in what we did and needs to be added. She would like to talk to Christa about that. Please look at the draft and jot down any other ideas and email them back to her.

J. Harris spoke about the welcome email. She will put B. Frost's welcome package info in an auto email via mail chimp that will be sent to new members. There is still some work to do

coordinate with LGC. B. Frost will send J. Harris email address of new members and she can try it out.

4. Professional Development Update - Spring Legal Update w/ Recent Statutory Changes (1.5 hrs) & Plat Law (.5 hrs) – Save the date cards went out and should be in mailboxes. Registrars speakers have expressed interest but nothing solid yet. S, Marchant needs to have the final decision by March 5<sup>th</sup> or she cannot include them. B. Frost is a definite as a speaker. B. Frost might know of someone else that can speak on this issue - Steve Nix.

B. Frost leaves the meeting.

#### 5. Officer Updates

- a. Public Information Officer : J. Harris asks everyone to let her know if the mailchimp draft needs tweaks. Website updates are ongoing. There is an article on front page of website under article and opinions sections. She was emailed a new one that might be good to post. Its about Green Infrastructure. Please take a look and see if we are interested in putting it up. She has heard of a lot of towns working on open space plans so it seems timely.
  - b. Treasurer : Monthly report and budget update – will email.
  - c. Legislative Committee: R. Sawyer explains that all priority bills have either passed or been killed. Everything is going as planned. One email from Sarah Carboneau from Swansy asking us to reconsider support for SB 317 for zoning change back to the way it was. The online update is a bit out of date he'll get it updated. The legislature is on vacation this week.
  - d. Newsletter Editor: P. Rigrod lets everyone know that the newsletter is online now. It was posted Feb 9, 2010. He has not received a whole lot of feedback, yet. Some of the links in articles didn't work. P. Rigrod asks if he can I move forward with some of the things we talked about in the strategic plan.. Peirce is willing to look at some of the items and can work on them between now and the next meeting. Everyone agreed that this was a good idea. P. Rigrod explained that one thing he has at DES is the ability to see how many people are reading a digital article and opening it? Can we do that with the NHPA newsletter? He'd like to check up on that. Audrey at LGC might be able to help. P. Rigrod also wants to get the RPCs on board for regular submissions and linking to other groups. March 30<sup>th</sup> is next deadline for draft articles. A week or so is needed with LGC to do final edits. P. Rigrod will send out a reminder.
  - e. Sustainability Coordinator – Christa will be back in March.
6. Other Business – R. Sawyer let everyone know that the bylaw changes were sent by B. Frost and R. Sawyer and they are hoping for inclusion at spring meeting. It was agreed we should send it out to the membership. R. Sawyer can try and send it out tomorrow.
  7. A motion was made by R. Sawyer to Adjourn and seconded by S. Marchant. The meeting adjourned at 10:43 am. The next meeting at the LGC, on March 25.

Respectfully submitted, Shanna B. Saunders