



**NEW HAMPSHIRE PLANNERS ASSOCIATION  
EXECUTIVE COMMITTEE MEETING  
MINUTES FOR THURSDAY JULY 14, 930 AM  
LGC, CONCORD, LIBRARY ROOM**

**Present: P. Rigrod, S. Marchant, T. Corwin, S. Saunders, M. Engert via phone, J. Czysz, B. Frost**

1. Minutes of previous meeting (May) – Not ready yet
2. President's report – S. Marchant updated the action plan and sent it to everyone. She went over how she divided it to monthly, quarterly and annual tasks and special projects. Please let her know of any updates. The big things to talk about are on the agenda today. How are we doing on Membership. B. Frost hasn't gotten a recent count but we are in good shape. The last question is whether NHPA wanted insurance coverage or not. S. Marchant will add this to the list and perhaps just to get info on it. LGC might help us with it. Perhaps start with Jennie who is member services coordinator. S. Saunders and J. Czysz can look into this. Will contact LGC and talk with K. Diers about why her RPC switched recently. B. Frost also asked to add investigating and pursuing 501 (c)(3). Right now we are a NH nonprofit only. NH Center for non-profits may be able to help. NH exec committee has previously authorized us to join NH Center for non-profits.
3. NHPA Annual Conference wrap –up – M. Engert explained that she got a lot of good feedback. B. Frost said the Healthy NH Foundation relationship is a great relationship and HNH wants to work with RPCs. There is a grant out there for the spring for a Community Health Assessment that NHPA will be applying for. The relationship with HEAL and healthy communities is also a great relationship that was firmed up from this conference. There was discussion about whether to do a survey and what questions to ask. The LSRs are already out and perhaps we can combine a survey about the conference and also add legislative survey questions in it. B. Frost is trying to wrap up the budget. There are still a couple outstanding invoices. We may have about a \$250 loss. We had \$7300 in sponsors – this may be a record. We should get an early start as possible for next years. We should start in the fall – particularly going after sponsors. We need to hit them early in their fiscal cycle as several let him know their PR budget was already gone. If we hit them early we can get the sponsors more name recognition.
4. Mentorship Program – J. Czysz let us know that she is still working on it! J, Czysz wants feedback on how to roll this out and market it. S. Marchant mentioned that perhaps we should roll out at annual meeting. All agreed this was a great idea. It may be a trial by error/ working document type of situation since we haven't done this before.

5. Summer Brown Bag lunch – Tim Stone is speaking on the 5<sup>th</sup>. Postcards are going out Tuesday. Topic is environmental management. Tim is from Stone Hill Environmental. Folks involved in MS4 permit may gain a lot from this topic. P. Rigrod has a good topic for the next topic. The Wells Reserve is working in the Salmon Falls Watershed. A regional view on how to partner at different levels to investigate their common objectives and complete a goal – in this case protecting drinking water. The next one is November 4<sup>th</sup>, on the first Friday. P. Rigrod will follow up with Christine Feurt and Dave Sharples from Somersworth. There was discussion about whether postcards were needed. We decided to keep sending them for now. They cost about \$150 to send to the full membership.

J. LaBranche joins the meeting via phone.

6. Annual Meeting (AMOG) and Nominating Committee formation – M. Engert, J. Czysz and P. Rigrod are all up for election. Ballots need to go out in October/November. The annual meeting was held in December last year. We need to know who is interested in reapplying and then we may need to recruit. The group looked at the schedule for the annual meeting. October 28<sup>th</sup> perhaps in the afternoon? Do a lunch? Info then needs to go out September 28<sup>th</sup>. Perhaps do a dress up, Halloween party? C. Pattison would like to be chair. J. Czysz can help, but she cannot do the ballot stuff since she is on the ballot. S. Marchant also volunteered to help. B. Frost is happy to do a statutory update.

7. Officer Updates –

- a. NNECAPA Legislative Liaison – David Brooks – no report.
- b. Legislative Liaison – Timothy J. Corwin – T. Corwin will cull through the LSRs. He will do another member survey in August. There was discussion regarding HB2 and its effect on OEP. OEP will only be funding an annual conference in the Spring. Ben let everyone know that Upper Valley Lake Sunapee is willing to do their own fall conference. There was discussion as to whether NHPA should comment on the serious cuts to State Planning. It was decided to put this as a topic for our next meeting. HB2 was not signed by the governor and so supermajority voted to make it effective.
- c. Public Information Officer - Jillian Harris – no report.
- d. Newsletter Editor – Pierce Rigrod – We are doing great for content. B. Frost will get P. Rigrod pictures of the conference.
- e. Professional Development Update – Camille Pattison – no report.
- f. Sustainability Coordinator – Mikaela Engert - M. Engert explains that we received a request from Jim Howard who is the former CFO from Concord. He has a new initiative of financial sustainability. He is trying to organize an information sharing session in October and he would like NHPA involved. She emailed his request to everyone just this morning and suggested tabling this conversation to the next meeting where we can make a decisions. B. Frost added that there are long term financial stability issues for local governments such as climate change and increased storm events. This is an opportunity to help GASB understand Planning issues. J. LaBranch added that a coastal watershed group she is involved in is working on vulnerability assessments for communities including infrastructure and loss of jobs and municipal CIP expenditure. B. Frost mentions that GASB is a national group – this is an opportunity as planners to get in early in the conversation.

Mikaela leaves the conversation.

- g. Treasurer - Ben Frost – B. Frost passes out the treasurer report. We are still in the positive with cash flow because a lot of our corporate dues came in. The CD is going to mature sometime this fall and we will need to decide what to do. B. Frost explained that we need to decide what to do about the NNECAPP grant as well. S. Marchant wants to put this on our next agenda. P. Rigrod moves to accept the report, J. Czysz seconds. The vote was unanimous.

8. Other Business

- a. Meeting schedule – teleconference vs. in-person – S. Marchant wants to meet in person again. August 11<sup>th</sup> is next meeting. This date might not work. S. Marchant will send an email to try and get a better date.
- b. In response to new MS4 rules S. Marchant said that she would really like to resurrect the effort to offer a bill to authorize municipalities to create a stormwater utility. Urbanized area redistricting will come out in the fall as part of the census and more communities will be caught up.
- c. P. Rigrod – has some early results from survey. The watershed conference held by DES event than a DES/UNH/Plymouth State event. This has changed again – and he is wondering if NHPA might be able to get involved in. It's a Spring event. Maybe we cant give much but it might be good to get involved. Perhaps involve Association of Conservation Commissions. There was talk about ownership of tracks. Could NHPA organize a track? UNH will offer space, registration and food.

9. Adjourn. J. Czysz moved, P. Rigrod seconded. The vote was unanimous!

Upcoming meetings: August 11, September 8, October 13  
\* Teleconference Meetings