



**NEW HAMPSHIRE PLANNERS ASSOCIATION
EXECUTIVE COMMITTEE MEETING
AGENDA FOR FRIDAY JANUARY 6, 9:00 AM
LOCAL GOVERNMENT CENTER– CONCORD
CONFERENCE CALL LINE: 310-9301, PASSCODE IS #1111#**

1. Minutes - Minutes were not ready. None were approved.
2. NHRPC/NHPA joint leg breakfast – date, materials and discussion – A date has not been set, but Nancy is on top of it and will let us know. Comments on the Poster: should the map be by RPC boundary and not county? The decision as Yes. J. Czysz will get S. Marchant a .shp file. Overall we need better images. J. Harris and S. Marchant have images they can send S. Saunders. Other comets include:
 - a) remove caption under map,
 - b) move map to center.
 - c) Change to “2010 Recent Awards”.
 - d) Add pictures of winners.
 - e) Change that the Brownbag is quarterly not monthly.
 - f) Remove the “please take a copy of our strategic Plan, and grab a newsletter.”
 - g) Bottom bar, remove left white thing.
 - h) Remove bullets, make line spacing of Award winning greater. Use italics to separate.
 - i) Make map centered in column.
 - j) Banner at top and bottom need to be aligned.
 - k) make the outside border larger, and consistent in width.

Last year it was held in the cafeteria and each entity has a table. We will be table number 10.

3. HNH *foundation* grant – B. Frost explains that New Hampshire Housing was the grantee. The grant is for 38K, for two day training and for a series of Mini-grants to RPCs for additional training. And finally, to hire a company to assist mini-grant recipients. This must be complete this calendar year. Ben’s colleague Bill Guintier will be helping to administer this grant. Ben met with Jaime Hiveki from Manchester to talk about what Manchester has done in the realm of health impact assessments, with both policy and decision making elements. Ellen Groh from Manchester, who works on food issues, will help out too. Jamie Hiveki is expected to take maternity leave May – August and so there needs to be some cross coordination. Ben will also follow up with Alex Jaccaci who will also be a great participant. He works at Alice Peck Day Hospital. Are folks who participated in NHIA conference last year also going to participate in this? Yes. B. Frost will contact them. B. Frost is thinking about making the first day a strong stand alone day and have the second day be mainly added, bonus material. Just in case folks have restricted travel budgets this year. He will think this out. Candace Rutt from CDC may have an opinion on this. There was discussion about a registration price. B. Frost

was thinking \$40, which would include lunch. Someone mentioned that we should get something in the newsletter on this!

4. Health Resources in Action- S. Marchant explained that they are a Massachusetts based Non-Profit that also received grant money to develop a New England-wide Health Assessment conference to be held in May 2012. They are looking for Representatives from all states to participate. They have all states in NE represented. It is three conference calls to get it moving. They are looking for promotion from us and info on how to attract people to the conference. The conference is in MA, location TBD and there is a concern about folks who are restricted to instate travel only. If this is in May, it is about the time so the HNH foundation grant workshop and we can advertise both together. There is even interest in merging two workshops. They both have similar goals. But this means having NH folks go to Boston. Folks were uncomfortable with that idea. Should we push the HNH up to April instead so we keep them separate? And not coincide with our May annual conference? We need to get training first then get the mini-grant out for more training. We can decide, as things further flesh out.
5. 2012 NHPA COG - B. Frost describes that the conference will be on May 10-11. The Holiday Inn is sending contract. He has a list of deadlines from Erin from LGC for Publications. Save the date postcard needs to go LGC Jan 18th for Feb 3 mailing. April 23th is deadline for the draft program. Wed 18th from 2-4pm is next COG meeting. It will be here at LCG. For keynote speaker, he is working on funding to get Majora Carter. If he can't nail this down by Jan 18th we need to look at others. Claudia Fulska, Sarah Slaughter are other 2 possibilities for Keynote. D. Brooks asked about follow up on the Byrne Foundation. B. Frost will follow up with them. He has put a Googledoc up online with a list of potential sponsors for folks to follow up with. If everyone can go on and update it, that would be great and if you are willing to make phone calls that would be fantastic. We want to put sponsors on the registration that is part of the mailing.
6. Follow up with C. Kohler on Sustainability Coordinator – T. Germond met with both C. Kohler and M. Stroop. She would love to coordinate with other positions here too, for example with the Brown Bag lunch, newsletter, etc. Folks liked that idea.
7. Building Code Officials, NHLSA and Fire Safety Prevention Partnerships – with legislative folks. T. Corwin has no update but will talk about today at Legislative committee meeting
8. Legislative Update – survey – will also talk about at today's Legislative subcommittee meeting. S. Saunders will help T. Corwin get this done.
9. Update Action Plan – S. Marchant reorganized the action plan and page 3 is now special projects, that we need to assign responsible parties to and assign goals. P. Rigrod just did something similar to this and he used Google Docs where folks could vote on priorities. S. Marchant wants to get some goals we can focus on. J. Czysz likes google docs, maybe just a paper vote. J. Czysz mentioned that we might be able to have the membership to do some tasks, such as the newsletter. A member could do a newsletter article for history, say.

2012 Goal Setting – S. Marchant asked if there were any goals for the upcoming year. S. Saunders mentioned Legislative sub committee may bring some to light. P. Rigrod asked

about focusing on training since OEP is not doing the spring Planning and Zoning conference. Perhaps coordinate with RPCs? The group remembered that the RPCs coordinated a fall conference 3-4 years ago. P. Rigrod is nervous about adding more large conferences to this small organization. C. Pattison mentioned that her organization stopped having small trainings because no one is coming. What did work was having trainings at existing Planning Board meetings. P. Rigrod asked about tagging onto the LCG conferences. Or what if RPCs and LGC collaborated on a conference, than NHPA could assist the process. Who do we talk to at LGC? Dave Connell organized the planning and zoning conference here last year. The concern came up that folks who attended OEP's conferences may be comfortable with the "OEP Brand" and should we try and keep that in the mix? Perhaps OEP can be a sponsor and add their name to the conference? Or even help promote? Sarah said this sounds like a good priority to look into.

There was discussion about if we are enabling the state cutting important programs by picking up the slack. S. Saunders was hesitant regarding how fast the lack of this conference this will trickle down and what the negative effect will be on small town and cities across the state – especially those that don't have staff and rely on volunteers. Should we ask the membership what they think? Should we write a letter instead? It was decided if we wrote a letter the best shot, was to send it to the governor. It's a dangerous time to pull back from one of our core missions because of the tenuous political climate. There was agreement the need is very important to fill. S. Marchant will call OEP and confirm that they will not be having a conference. Perhaps letter from RPCs and we will sign onto it. Have the letter go to the Governor. Should we say something about this and other goals at the Legislative Breakfast? There was discussion as to whether this was in our strategic plan. D. Brooks asked about following up with a survey from the annual meeting? Reach out to membership. The survey's were discussed. It was decided that two surveys were in order: one on legislative and one on where the membership want us to go. The question is are we an educational body or are we a proactive political force? How about a specific question regarding the lack of OEP conference and what NHPA's role will be. Sarah will take a stab at the general survey and send it around for all of us to take a look at next week. There was discussion about making sure we don't promise what we cant deliver on since we are a volunteer organization. J. Czys mentioned Kenn Ortmann was interested in helping to organize the OEP conference and we might be able to tap his organizational efforts for a RPC conference.

10. Officer Updates –

- a. NNECAPA Legislative Liaison - D. Brooks. Last month congress approved CDBG funding with a small cut. Bigger cut for the Sustainability Initiatives. They are still working on Transportation authorization. Complete Streets was just adopted by a congressional committee, which is a good thing.
- b. Legislative Liaison – T. Corwin. We covered most of this already. We have a good membership of the Legislative subcommittee; 10 members or so.
- c. Public Information Officer - J. Harris – we should get awards going if we are presenting in May. She needs the ballots out now and the VP helps so she will work with M. Gyawali.
- d. Newsletter Editor - P. Rigrod – The newsletter is still under development. J. Czys will send a press release re: sustainable commutates. T. Corwin sent him the legislative update, S. Marchant did a president's message. It was decided to re-run the

mentorship in a reduced box. S. Marchant will try and get an article from HEAL. B. Frost suggested and a note about the conference. .

- e. Professional Development Update – C. Pattison. She used to get a lot of training emails but she hasn't lately. Only Webinars. If folks see them pls forward them to her. We were supposed to have a Brownbag in February, but we don't have a speaker. So we'll plan on one for March but we need speakers. B. Frost said Cindy Heath is interested in doing a complete streets presentation. She is from Plainfield and we would have to cover travel. Laura Richards from OEP is doing this energy challenge thing and she might be good to come talk. J. Harris will put the building officials association workshop on our website. DES is issuing a new model protection ordinance for private-wells in the next month or so. He can present this at a Brownbag. Next one in March and then should we plan one for August. Maybe in August do a hands on recreation planning workshop.
 - f. Sustainability Coordinator – T. Germond – she did her update already.
 - g. Treasurer - B. Frost – B. Frost sent out his report yesterday afternoon. He reviews the report.
 - h. Vice President - M. Gyawali. Welcome! B. Frost asked if we should do a directory this year. Than answer was yes! M. Gywali should talk to B. Frost about it.
 - i. NNECAPA NH State Director – J. Czysz. She will be attending her first meeting at the end of January.
11. Other Business . P. Frost mentioned that the Water Conference will be at PSU in June. Also, UNH sent him the Forging the Links narrative. Its long. P. Rigrod thought the focus should be on cost, which is there but not front and center. This will be turned into an online training module over 25-30 minutes. P. Rigrod will fwd it to all of us. We'll send our comments to him and he'll get them to UNH folks.
12. Adjourn. Ben moves, David seconds. Passes with one opposing vote.