



**NEW HAMPSHIRE PLANNERS ASSOCIATION
EXECUTIVE COMMITTEE MEETING
AGENDA FOR FRIDAY FEBRUARY 3, 9:00 AM
LOCAL GOVERNMENT CENTER– CONCORD
CONFERENCE CALL LINE: 310-9300 PASSCODE IS # 1 1 1 1 #**

Present: J. Harris, B. Frost, T. Germond, S. Marchant, S. Saunders, M. Gyawali via phone.

1. Minutes (November, December, January) B. Frost moves to approve with changes, J. Harris seconds. The vote was unanimous.
2. NHRPC/NHPA joint leg breakfast - S. Marchant let everyone know that the date is set. Feb 16th from 8-930, S. Saunders, S. Marchant, T. Corwin and potentially J. Czysz will be there. There was discussion as to whether there should be handouts. Folks reviewed the poster. The following changes were recommended:
 - a. Change logo so not smooshed. Center in a box.
 - b. Add APA to Great Places Award
 - c. Move APA award to bottom

S. Saunders will print the poster and also 20 or so handouts for folks. B. Frost has banners that we will attach to table. B. Frost received a bill for 50% of the cost of the Legislative breakfast. The cost distribution was never discussed but we are only 1 of 10 tables... Michael King out of North Country Council handles Admin. Should we be in touch with him. S. Marchant will follow up and get a resolution and will ask about outreach and our role. She'll let T. Corwin and S. Saunders know. There was discussion about what info we provide. S. Saunders said that was something she could discuss at today's legislative sub committee and email out to Exec Comm.

3. Survey Membership and Legislative – S. Saunders let folks know that the Legislative Committee decided not to do a survey, but to do an info letter instead. Leg Sub to approve letter today and send out Monday. S. Marchant mentioned that the Leg survey is one of the surveys we get the most response to. S. Saunders said there was talk about doing the survey earlier in the year, about big picture on political issues from the membership and then the Leg. Comm are ready when the session starts. Because things move so fast there almost isn't time for a survey after the Legislative session starts. S. Marchant and J. Harris remember the survey occurring in the summer with results being presented at the annual meeting. Perhaps the legislative subcommittee can talk about process.

B. Frost thought that perhaps a series of Legislative blasts: “this bill is coming up”, “here is hearing this is NHPA position”... etc. everyone liked the idea. J. Harris thought the person should have access to mail chimp and a copy of distribution policy. Perhaps someone from Leg Subcommittee. Leg Sub Comm can talk about that this afternoon.

4. 2012 NHPA COG – B. Frost said he had a good meeting last week hosted by OEP. There was a lot of discussion on sponsorship issues. Sponsor letter is ready to go out. COG is updating sponsorship list. Letter will go out in next week. Majora Carter is a definite. B. Frost is working on getting NHPR involved. The NPR show, The Exchange is a possibility. Majora Carter would be on from 9-10 Thurs morning and we would have to work her keynote around that. The Wed evening public event is still unfolding. He is thinking of the possibility of CNU (congress for new urbanism), perhaps AIA, perhaps Plan NH. This would be good publicity for Majora too. The committee discussed the structure of the conference and decided 2 tracks so track quality is better, and they will do plenary on Thur morning and tracks Thurs afternoon, reception Thurs evening. Fri morn track session. Fri afternoon would be mobile and technical workshops. Targeted call for speakers and sessions will go out next week. He also wants to reach out to planning schools. S. saunders mentioned that Majora Carter might appeal to a lot of folks outside the Planning realm because of her social justice stance.
5. HNH*foundation* grant – B. Frost is still working on dates. Candace Rutt from CDC has a colleague who will participate. So we will have two if not three - with Laurie Stillman from Boston - speakers. He is looking at May 31- June 1. He really wants Manchester Public Health Director, Jamie involved but she is on maternity leave, right now and cant be reached. He will reach out to her when she returns. Bill Guinther from NH Housing is helping B. Frost as well. S. Marchant said the Massachusetts health conference is having a conference call in March. They are thinking only 60 folks. Looking at “how to set up a Health Network” Their proposed location is Western Mass or Portsmouth area. There was discussion about the small size of the conference and discussion that perhaps a targeted invite might be appropriate.
6. Sustainability Coordinator – Coordination with other positions – T. Germond spoke about the fact that she had lots of ideas about providing sustainability info to the membership. She questioned the time spent towards defining NHPAs carbon footprint and wants to propose instead focusing on the conference’s carbon footprint. Her other ideas are quarterly updates in the newsletter on things such as energy conservation, waster reduction, reduce pollution, hazardous subsistence. We can then put that info on our website or at the annual conference. We loved that. Her other idea is working with C. Pattison with PD workshops or Brown Bag Lunches such as joint purchasing for electricity, energy efficiency improvements, community efforts to plan for sustainable energy, sustainable development patterns. She could bring in communities to discuss case studies, innovative ways to plan for solid waste reduction, and sustainable management of Solid waste, sustainability in water quality, as it relates to CSPA etc. What are tools communities can use to make sure their resources are being protected, complete street audits, green infrastructure planning. Those are potential ideas for workshops, she will continue to work with the COG on the conference. S. Saunders loves all those ideas, especially getting articles for newsletter. P. Rigrod will thank her for that! Its great to see some energy again in that position! T. Germond thought 2 workshops a year, S. Marchant thought that was great especially since C. Pattison will be on maternity leave over the summer. The group loved the idea of only calculating the conference carbon footprint, not the whole NHPA. Other ideas from T. Germond included assisting with development of online educational catalogue. And putting together a green infrastructure toolkit for NH planners. She did one for MA when she was in school. The toolkit would focus on stormwater, waste, food, transportation, and including template ordinances.

7. 2012 Goal Setting – S. Marchant spoke about the goal setting. 5 items scored as high priorities. One of the interesting things that came to the top was #20 and #15. Maybe we need to focus on these more. #9 is also a “High Score”. We’ll track down the two folks who didn’t respond and talk about this next meeting.
8. Update Action Plan – We’ll talk about this next meeting.
9. Officer Updates –
 - a. NNECAPA Legislative Liaison - D. Brooks – no report.
 - b. Legislative Liaison – T. Corwin – T. Corwin is not here but B. Frost spoke that T. Corwin and B. Frost asked Nancy if she would do a weekly update. Workforce housing bill is in flux, nano breweries is in motion, Con Com bills look like they will not move anywhere, 1515 is recommended ITL. One of our highest bills, the bill to kill RPCs, is scheduled for hearing for the 9th at 1030 we will do a letter and Nancy will testify, it would be great if a member would testify. There was an amendment to the anti-ICLEE bill, the amendment is preventing the implementation of Agenda 21. J. Harris mentioned that she has a template in Mailchimp for legislative outreach.
 - c. Public Information Officer - J. Harris – She is working on the awards, she will send emails every Tuesday with an extra one the last week. Should we reach out individually for plans and projects. Start thinking of ideas for this. B. Frost has been thinking about an award for a legislator. Something to think about. She will send out a save the date for the Conference. There is a green infrastructure article on the website that needs to be changed. If anyone has any ideas. S. Saunders mentioned a Majora Carter article. B. Frost will look for one.
 - d. Newsletter Editor - P. Rigrod – newsletter is up the next deadline is March – ish.
 - e. Professional Development Update – C. Pattison. No report.
 - f. Sustainability Coordinator – T. Germond – she spoke a lot already. Tom Irwin she spoke to from the Rail group . If NHPA is interested in providing advocacy support for capital corridor project. B. Frost and S. Saunders thought that would be good. T. Germond also spoke with Ann Marie at LGC and she would love articles from us for the Town and City Newsletter and she will also run a press release re: our conference. Deadline are the first of the month. B. Frost will get her something for April.
 - g. Treasurer - B. Frost – We have a lot of money coming in. Dues coming. First ever retiree dues paid. Randy Raymond. B. Frost sent the treasurer’s report last night. He modified the budget and added the line item “Web Support” to reflect the \$20 constant contact invoice we get every month. It’s a new line item now with an annual expenditure of \$240. We need to vote for this next month when we have a quorum. We were supposed to get a \$2K check from NNECAPA last year... it did come because of a communication error. This is a pass through to UNH for the “Forging the Link”. He would like to book that to 2011. We’ll address at the next meeting.
 - h. Vice President - M. Gyawali. No report.
 - i. NNECAPA NH State Director – J. Czysz. B. Frost did say there was a NNECAPA exec meeting last Wednesday. NNECAPA conference in Brunswick Maine in October 4-5.
10. Other Business -

- a. S. Marchant said the NH Public Health Assoc contacted her and they want us to be a member. S. Saunders asked if they were interested in a reciprocal membership and perhaps we could both waive the costs. S. Marchant is not sure what the benefits are... we will think about it. One of our goals is reaching out – is this part of that?? B. Frost thinks we should look at all organizations we can join and look at all of them rather than ad hoc. There was questions about the benefit and whether we had the time to manage a number of memberships.
- b. Also Jen Czysz is swamped and is wondering if anyone will look into the insurance issue. Event insurance and E&O for Exec Committee. No one stepped forward. We will Talk about this next month.

11. Adjourn. Jill, Tara, unanimous.