



**NEW HAMPSHIRE PLANNERS ASSOCIATION - EXECUTIVE COMMITTEE MEETING  
AGENDA FOR FRIDAY JUNE 8, 9:00 AM  
LOCAL GOVERNMENT CENTER- CONCORD  
CONFERENCE CALL LINE CALL: CALL TBA, PASSCODE TBA**

**PRESENT: J. HARRIS, J. CZYSZ, S. MARCHANT, P. RIGROD, T. GERMOND, S. SAUNDERS**

1. Minutes (February) Pierce moves to approve , Tara - unanimous
2. July meeting date - reschedule from July 6th? – There was discussion about who could make it. Consensus from those in attendance was to hold it on July 13<sup>th</sup>, because there were questions about whether a quorum could be met on July 6.
3. Conference wrap up and survey results – S. Marchant has the survey results. They were very positive, kudos to B. Frost and the COG. The top results for where to hold it next year were Meredith and Manchester but we had folks also say no to Manchester. Other high scoring locations included Loon and other northern locations.

Other venue comments, included the layout of the room and the visibility because of columns and the funky sound system. Maybe we could ask more up-front questions about those two things in the future.

4. Upcoming APA webinars coverage for C. Pattison – T. Germond covered June 6<sup>th</sup>. We also have June 27<sup>th</sup>. We think T. Corwin said he could do it. Is there anyone else that could cover. T. Germond said it might be good to have an RSVP because only 1 person showed up on the 6<sup>th</sup>.
5. Livable walkable communities toolkit wrap up – J. Harris is working on the media portion – finishing it up. They are doing a Manchester local access TV panel – they are looking for 3ed panelist if anyone is interested. That wraps up this project. They will be doing a demo of the toolkit in Moultonborough after that – that’s still in progress.
6. Legislative Update - any actions needed?: S. Marchant spoke about the change to the RSA and the NHPA Exec Committee’s thought to add: “but not limited to” to allow the creative economies chapter be allowed as a Master Plan chapter. LGC is willing to support it but not be the primary sponsor. S. Marchant wants to know if we should pass this on to the Legislative Committee. S. Saunders thinks this is a good non-controversial issue start with to get some experience in case we need to get involved in something more controversial later. J. Czysz thought we should wait it see who is elected because by bringing up the master plan RSA it might be dangerous in the wrong hands. S. Saunders thought that was a good idea. S. Marchant wants to let the legislative committee know what we are thinking and she thinks they may be able to help pass the word to legislators.

- a. Sponsor legislation on optional master plan chapters, with LGC Support: What about revising the optional master plan section to allow the list to be suggestive, but not limiting.

- b. 674:2 Master Plan; Purpose and Description. –  
III. The master plan may also include, but is not limited to, the following sections:  
Added language above was ", but not limited to, " with no other change...

7. HNH *foundation* grant and Health Resources in Action – B. Frost just sent a flyer on the health impact assessment training. There is an intro on June 19<sup>th</sup>. There is a screening webinar on August 9<sup>th</sup>. The plan is to do the two day training in late fall with two people from the CDC and they will target the RPCs. The folks who participate in training will then train in turn and keep this ball rolling. NHHFA and HNH are looking for more action from NHPA for the money they gave us which was 30K for this whole program. S. Saunders thought perhaps targeting the larger cities and RPCs might be good. P. Rigrod agreed. The cities have more staff to do the projects and perhaps more folks in need of health services.

As far as reaching out more for the invite-only fall training there was discussion regarding pulling from some of the partnership originations like landscape architects and architects, also, some of the health partnership organizations. We will be pulling from their lists. T. Germond thought the info regarding grants might be incentive to have folks attend the training. If there are other ideas please let S. Marchant or B. Frost know.

8. Google Analytics – J. Harris explained that we are set up and they want to know what to track. S. Saunders asked if we could track it all? P. Rigrod thought tracking something we are promoting. We can then see who is using the website to get info in general. J. Harris said we have an events page and an rfp/jobs page. S. Marchant liked the idea of tracking all the main pages so we can see if some are getting no hits. Then we can either fix or drop that page. And on the pages we are getting lots of hits we can further refine and track individual items on that page.
9. Sustainability Coordinator ideas from last meeting – T. Germond gave a brief follow up. She will be working with C. Pattison on a Brown Bag Lunch for August. That will be new mobility devise rules on public lands, August 3<sup>rd</sup> at LGC. In October Janet from the US Forrest Service will give a tour of the accessibility infrastructure at Crotched Mountain. T. Germond went to the Permaculture talk at the NHPA conference. And she would like to take that idea a bit further with the membership. S. Marchant cautioned that there was some negative comments on the permaculture, and to take that into consideration. T. Germond is almost done with her carbon footprint calcs for the NHExec Committee. She thinks this can be dropped from the agenda for next month, she is ready to start her updates under the lower section of this agenda.
10. Results of Membership Survey – S. Marchant said we should talk about these at the Special meeting we will schedule shortly.
11. 2012 Goal Setting - S. Marchant asked the group if they thought the NHPA Exec should hold a Special Meeting? The consensus was yes. Perhaps on a Friday, after the new fiscal year but before the annual meeting. Perhaps look at the August NHPA. Somewhere fun, Common Man or Centennial. P. Rigrod thought a small group to pre-prioritize so that we aren't sitting in a meting type atmosphere for so long. Perhaps a two hour work session than something fun for lunch then another work session in the afternoon.

12. Officer Updates –

- a. NNECAPA Legislative Liaison - D. Brooks. No report
- b. Legislative Liaison – T. Corwin – S. Saunders read his email regarding HB 1490,. The consensus was yes, bring it to the Legislative Sub-committee
- c. Public Information Officer - J. Harris – she needs to advertise for 27<sup>th</sup> webinar and Brown Bag Lunch. She will do article for newsletter re: NNECAPA submissions.
- d. Newsletter Editor - P. Rigrod – Submissions are due at the end of the month. June 30<sup>th</sup>. He thought about asking June Hammond Rowen to do an article about her speech at the conference. T. Corwin can wrap up legislative issues. B. Frost can wrap up conference. T. Germond will write article on sustainability aspects at the conference. P. Rigrod could write re: the Chevy Volt thing at the conference. P. Rigrod just found out that Portsmouth is the first public place to recharge your electric car. If there are enough details he can do an article. Also P. Rigrod will add an article re: Joshua Hamilton from Dartmouth and his work on private wells. There was a lot of interest in outreach for private wells. Anything else people want to send out to be BEFORE the 4<sup>th</sup>! (P. Rigrod’s favorite holiday)
- e. Professional Development Update – C. Pattison. No report
- f. Sustainability Coordinator – T. Germond. She gave her report earlier.
- g. Treasurer - B. Frost – B. Frost sent out a treasurers report and we made \$1000 from the conference. Most came from sponsorship. We did really well on this. There was discussion about how to use this money and there was discussion about a carryforward for future conferences. Last year we did a thank you lunch for legislative sub-committee and for the COG.
- h. Vice President - M. Gyawali. No report.
- i. NNECAPA NH State Director – J. Czysz – NNECAPA hasn’t met. The retreat is on the 16<sup>th</sup> and she cant go. S. Saunders asked if someone could go in J. Czysz’s place. We think B. Frost is going and Julie too. J. Czysz will check if someone can go in her place.

13. Other Business: MGyawali has resigned. We need to check the bylaws as to whether when we appoint, we need put that person on the next ballot or if they fulfill Meena’s full term. S. Saunders asked about her idea of talking to Mary Adorno/Friedman from UNH and folks thought that would be a great idea to help UNH expand their planning program and bring in students to NHPA.

S. Marchant is wondering if we should do something for the LGC conference. Lectures, etc. S. Saunders asked if we could do a display. S. Marchant thinks there is no displays, that folks typically do a session. S. Marchant explained that last year B. Frost did a session re: communications. Angie Vincent and Clay Mitchell have done sessions on how to incorporate Green into Municipal planning. What about the Livable/Walkable or Creative Communities. P. Rigrod said UNH is finishing the forging the link video. Maybe we could combine that with some adopted regs and case studies. S. Marchant also thought the private well thing might be good because of the overlap to emergency preparedness. S. Marchant will resend the email out. Session titles need to be in soon. The conference is in November.

S. Marchant has been speaking with Robyn from Plan NH – they are interested in partnering with Citizen Planner and us for 2014 OEP conference. And she and Plan NH is interested in helping with NNECAPA conference planning. She is interested in making the conference more inspirational and not so much focusing on rudimentary rules of the trade.

P. Rigrod talked about including more local success stories into our conferences. S. Saunders thought perhaps having last year's award winner give a brief talk. P. Rigrod thoughts is really brought issue home to people.

Motion to adjourn was made and seconded. All in favor. S. Marchant reminded everyone the next meeting is July 13.