



**NEW HAMPSHIRE PLANNERS ASSOCIATION
EXECUTIVE COMMITTEE MEETING
MINUTES FOR DECEMBER 7, 2012, 9:00 AM
CORNERSTONE ASSOCIATION MANAGEMENT FOR 9:00 (9:15 START) WHICH IS LOCATED AT
53 REGIONAL DRIVE, SUITE 1, CONCORD NH 03301.
CONFERENCE CALL LINE : CALL 310-9300, PASSCODE 1111#**

PRESENT: M. Friedman, C. Pattison, M. Monahan, S. Saunders, S. Marchant, T. Germond and T. Corwin

1. Minutes (October) - tabled to January
2. Annual Meeting Recap: Defining Professional Planner in 30 seconds or less - Answering the question: What do you do? – Overall it went well. The roll playing was a bit uncontrolled. There was discussion about the need for more pictures of these events on the website and in the newsletter. Others thought there wasn't a good wrap up at the end. S. Marchant thought a newsletter article with survey results and wrap up would be good. S. Marchant talked about her exercise in trying to get us as planners to come up with an elevator speech. Stacy emailed us a follow up to get us to come up with our 30 second speech:

A town planner's job is to

- *Understand the vision people in a town have for the future in terms of all things that make the town what it is -- transportation, recreation, housing, land use, water, zoning, ????*
- *Gather information and data necessary to help those in charge understand the impact of various decisions and then*
- *Assist in putting together plans and guidelines that town officials can use to make their vision a reality.*

A regional planning commission's job is to understand the individual visions of each town and find ways to support the towns and the region as a whole. Their activities consist of:

- *Bringing expertise to the table on issues of planning and zoning that a town is not likely to be able to afford*
- *Helping different towns work together to meet common goals*
- *Finding sources of funding to help*
 - *Bring data and information to the table for discussion and solutions*
 - *Implement agreed upon changes so that towns and the region can achieve their vision*

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S. Saunders thought this would be good to help us in NHPA outreach efforts such as a Legislative Breakfast. We reviewed Stacy's thoughts. For homework come up with two bulleted, succinct statements about what planning is. S. Marchant will email out Stacy's email. S. Marchant will send email asking folks to send bullet points via email and S. Marchant will compile them and resend for the meeting. C. Pattison sent thank you's to McFarland Johnson and Stacy for their work and sponsorship.

3. Student Mentorships – M. Friedman spoke about the difference between a student mentorship and a professional planner mentorship. Students must become NHPA members in order to get the service. Their membership fee is only \$15. M. Friedman talked about the deal of brokering a mentorship. There is a liability behind that. In her experience she has never acted as a broker. There was discussion of the liability issue. M. Friedman talked about acting more as a forum not a broker. C. Pattison talked about separating the mentorship from internship. There was more discussion about how much personal information to put up on a website. M. Friedman talked about a subcommittee to come up with criteria and a framework, perhaps even a policy moving forward. There was discussion about a subcommittee. Perhaps B. Frost would be interested. S. Saunders will help if there is a need. M. Friedman thought it might be about 2 hours worth of work to get it up and running. S. Marchant thinks having the new Public Information Officer involved would be good.
4. HIA Training – B. Frost is not here to speak on this.
5. Executive Committee Position duties and Voting for 2013 Executive Committee Positions - S. Marchant talked about her Officer duty list and having everyone take a look at it. She also spoke to the action plan. The action plan comes from the Strategic plan. The website should be up and running shortly. There was discussion about getting Minutes and Agenda on the website. S. Saunders thought it was certainly something the secretary could do. The process for changing executive positions was discussed. We will ask J. Czysz to administer this and if she cant perhaps J. Harris.
6. Legislative Survey (December 2012) – Tim gave an overview. He will meet with Nancy Johnson and plan out the 2013 season. Legislative Breakfast date needs to be determined.
7. Member Dues Mailing – Cornerstone picked right up on completing the membership letter. S. Marchant did a generic cover letter. We DO include mentorship right on here. There was discussion regarding the internship vs. mentorship again. There was another discussion about the NHPA Directory – it was last updated in 2011. To update the directory someone has to go to all the Organizational members and find out who they are. They are supposed to fill out one form for each member. We decided that if organizational members DON'T fill out individual applications we will send it back. There was discussion about fees and S. Marchant said that we will be discussion that in the near future.
8. Contacts at Cornerstone – The Cornerstone staff introduced themselves - Walter - President, Eileen – Finance, Matt – website, education, Courtney – Front desk and graphic design and

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website, (NHPA website went live today!). There was discussion about the needs of NHPA and the upcoming events. Cornerstone made a few suggestions regarding membership, the directory and event planning.

9. Ideas and contacts for NH State Rep to NNECAPA – M. Friedman recommends Joanna. She will reach out to her. The next meeting in Concord on Jan 25th.

10. Officer Updates –

- a. NNECAPA Legislative Liaison - D. Brooks – no report.
- b. Legislative Liaison – T. Corwin – Completed report prior.
- c. Public Information Officer - J. Harris- Jill is no longer with us but has offered to train the new person.
- d. Newsletter Editor - P. Rigrod – Newsletter ready to go. UNH's Citizen Planner website will be redesigned soon by C. French. The forging the link project is being finalized.
- e. Professional Development Update – C. Pattison – There was discussion about putting something in the newsletter trying to get planners to let us know what is cool in their town where we might have brownbag lunches. Discussion about other locations for Brown bags Labelles in Amherst off Rte 101 next to Bragdon Hill Sledding area. Flag Hill in Lee, Redhook Brewery in Newington.
- f. Sustainability Coordinator – T. Germond – No report.
- g. Treasurer - B. Frost – No report
- h. Vice President - M. Friedman. Covered earlier.
- i. NNECAPA NH State Director – J Czysz. No report

11. Other Business

12. Adjourn – Motion by M. Friedman second by M. Monahan. All in favor.