



New Hampshire Planners Association

May 26, 2017 9:15 a.m.

NHMA – 25 Triangle Park Drive, Concord, NH

Call-in (603) 310-9300 Code 1111#

DRAFT MINUTES

Present: Sara Carbonneau, Becky Hebert, Sarah Marchant, Scott Osgood, Mark Connors, Elizabeth Wood, Donna Benton, Ben Frost, Shanna Saunders and Jodie Levandowski.

Absent: Pierce Rigrod

Minutes of April 21st – S. Carbonneau motioned to accept the April 21, 2017 minutes; S. Marchant seconded the motion. B. Frost abstained; motion approved.

1. **NNECAPA State Association Grants** – E. Wood reported that one application has been submitted. The deadline is June 15th. The group agreed to send another email blast advertising the grant opportunity. The committee will review the applications at the June meeting.
2. **NHPA Awards** – The group discussed the NHPA awards. All categories were voted on at last meeting. A discussion ensued regarding the format of the awards presentation and who would present which award. Photos should be sent to Shanna for the PowerPoint. Award recipients will be given free valet parking. The lifetime achievement awards have been ordered and were \$120 each. The plaque has the State of NH shape with the same phrasing as last year. J. Levandowski asked if we could revisit simplifying the award application. S. Marchant said that NNECAPA simplified their application recently. She will check the form to see if it aligns with NHPA's form. The NHPA award nominations will need to be tweaked before sending to NNECAPA.
3. **Legislative Committee Update** – S. Osgood provided an update on the legislative summary sheet. There are 11 opposed bills, 19 supported, 31 watched. Of the 11 bills opposed one passed, 9 ITL. NHPA supported 19 bills, 14 are ITL or retained and four have passed. Of the 31 bills that NHPA watched, 17 were ITL or retained; 7 have passed; three have no action. S. Osgood said that the legislative breakfast was well attended by RPC and NHPA but not many legislators attended the event. The Franklin and Nashua representatives stopped by the booth and engaged in discussion. S. Osgood said that he has invited the RPC's to the monthly meeting. They continue to be interested in NHPA's process. S. Marchant said that the APA Advocacy website has a very thorough report on what is happening at the federal level.
4. **NNECAPA Legislative Update** – S. Marchant reported that President Trump's second budget was as bad as the first from a planning perspective. APA will continue to oppose it as they did the first

budget. She said that APA is mobilized and that infrastructure and CDBG funding are easy issues planners can sign on to. S. Marchant also said that APA national has a new website platform which will be offered to chapters for free. The platform can be used to manage documents and calendars. B. Frost said that the design looks like the APA website but has some flexibility. The Virginia chapter is taking the lead on this project and Ben said he asked to be added as the NNECAPA PIO to distribution list. The new web platform does not offer event management and would not replace wild apricot completely. If we switched to this platform we could continue with wild apricot or constant contact. The group discussed whether or not there was anything that NH Planners needed to do to help oppose the Trump budget. S. Marchant said that NNECAPA could use stories that would illustrate direct connections between the federal programs which need funding and NH communities. NNECAPA will also be pushing the advocacy network to members and there will be a quick overview at the conference.

5. **NHPA Display** – M. Connors said that he has completed the NHPA display. The group agreed the display looked great.
6. **Newsletter** – M. Connors said he would work to have the newsletter ready for next week, so it's ready for the conference. E. Wood will forward the grapevine information and others will forward photos from the APA National conference.
7. **NHPA Conference** – J. Levandowski that this is the final few days before the conference. She needs laptops for presentations and also needs a roll of raffle tickets. B. Frost will check to see if he has some leftover from past events. A donation of a canned good or other pantry item will equal a raffle ticket for door prizes. The group discussed gifts for keynote speakers and agreed the best gift would be a donations in their name. The total sponsorship for the conference is approximately \$10,000 which may be a record for NHPA. D. Benton said that there are 74 participants registered. J. Levandowski said that Donna has done a great job planning the food at the conference venue. She also said that the parking is going to be interesting. There is a parking lot within a 10 minute walk to the inn or you could valet for \$18 per day. J. Levandowski will send out the draft program today for review.
8. **Officer Updates:**
 - a. NNECAPA Liaison – S. Marchant said that there is nothing more to report but suggested that members sign on to the APA advocacy page for updates and to track federal bills.
 - b. Legislative Liaison – S. Osgood said he has nothing more to add.
 - c. PIO – D. Benton said that she has talked with Southern New England APA about wild apricot and about how nice it is to have one program that does it all.
 - d. Newsletter Editor – M. Connors said he has nothing more to add, except he would like to do another really fast planning talk in fall.
 - e. PDO – Nothing more to report.
 - f. Sustainability Coordinator – No update.
 - g. Treasurer's Report – B. Frost said that the quarterly report will be available next month. He reported that generally the cash flow is good, with a balance of approximately \$25,000 in checking and \$5000 in savings.
 - h. VP Report – Nothing more to report.
 - i. NNECAPA State Director – E. Wood reminded people to submit grant applications.

NNECAPA Retreat – S. Marchant reported that the Maine Association of Planners discussed the outcome of the retreat at their annual meeting and the idea of collaborating with NH and VT went over very well with their membership.

9. **Guiding NH to Smart Solar Heating** – B. Frost was contacted by Kate Epsom who was looking for names of planners who might be able to sit on a panel for siting of solar installations. The workshop will be in Concord at UNH Law. The target audience is planners, local leaders, and developer to discuss the challenges of siting of solar facilities - specifically smaller ones not subject to NH site evaluation. The group agreed to support the workshop with a financial sponsorship. B. Frost moved to provide a \$250 sponsorship; S. Marchant seconded the motion. All in favor; motion passed.
10. **APA webinar series** – B. Frost provided an overview of the APA planning law review webinar. The webinar is scheduled for July 5th. The group agreed it would be a difficult date to host a live viewing of the webinar but that member usually attend this webinar for their AICP law credits. NHPA or NNECAPA could purchase the webinar and air it at the conference in September or later this fall. B. Frost will follow up. The cost to purchase the webinar is \$160.
11. **Other Business** – The group discussed creating a brief survey to poll of members on NHPA conference preferences and the planner's therapy networking opportunity.
12. **Upcoming Meetings** - Next meeting is June 23rd at 9:15.

S. Marchant moved to adjourn, J. Levandowski seconded. Meeting adjourned at 10:20 AM.