



New Hampshire Planners Association

June 23, 2017 9:15 a.m.

NHMA – 25 Triangle Park Drive, Concord, NH

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

DRAFT MINUTES

Present: Sara Carbonneau, Sarah Marchant, Mark Connors, Donna Benton, Ben Frost, Pierce Rigrod, and Shanna Saunders at NHMA and Jodie Levandowski, Scott Osgood, and Elizabeth Wood by phone.

Absent: Becky Hebert

Minutes of May Meeting – D. Benton motioned to accept the May 24, 2017 minutes. D. Osgood noted a minor grammatical error in the second paragraph, third line from the bottom. The sentence should read “He *has* been invited...” S. Carbonneau seconded the motion subject to the correction noted by Osgood; motion approved with all voting in favor.

1. **NNECAPA Grant-** E. Wood noted that NHPA had only received one grant application for the NNECAPA grant from the Hinsdale Beautification Committee for downtown beautification efforts. S. Carbonneau noted that Hinsdale Community Development Coordinator Kathryn Lynch was doing a great job and that Hinsdale was a deserving community for beautification efforts, even more so than Winchester. However, she had reservations the grant was not directly planning related. B. Frost noted that he felt the proposal was a form of place-making. M. Connors said that Hinsdale’s committee appeared actively engaged and that we could make a good case that the proposal was planning related. B. Frost made a motion to recommend Hinsdale receive NHPA’s allocation of the NNECAPA grant. S. Carbonneau seconded the motion; all voted in favor.
2. **NHPA Conference Recap**– J. Levandowski said she was pleased to wrap up a great conference. Everyone clapped and thanked Levandowski and B. Frost for their hard work in chairing the conference. S. Saunders noted that she only heard positive feedback from attendees and that everyone seemed pleased with the venue. The committee discussed that the Hanover Inn would be a great option for a future NNECAPA Conference. B. Frost noted that there was still some sponsorship proceeds that need to come in and a few pending bills, but the conference should end at least \$1,000 in the black. D. Benton noted that three people applied for travel grants. She said she would report back at the next meeting with the results of the conference online survey she sent out after the conference for feedback.
3. **NH Legislative Committee Update** – S. Osgood noted that the Legislative Committee was chugging along as the legislative session – nears its close. Osgood noted that there were fourteen pending bills as of the last report that NHPA was continuing to monitor.

4. **Executive and Legislative Committees Summer Retreat** – S. Saunders noted that it was that time again to start planning NHPA’s annual retreat to thank Legislative and Executive Committee members for their contributions. Saunders stated that she didn’t want a repeat of last year where not many members attended and that the retreat should be in a more central location. S. Marchant noted that Fridays in the summer can be difficult with vacations and summer schedules. The committee agreed to move the event to a Thursday with a 12 p.m. to 4:30 timeframe. August 17 was offered as a potential date. Saunders noted that the post-lunch activities have not been overly popular in the past and that it might be best to forgo the activity in favor of a workshop or some kind of assignment. B. Frost agreed that it might be helpful to review NHPA’s Strategic Plan so that we could all remember its contents.

P. Rigrod joined the meeting late. S. Saunders teased Rigrod for missing meetings and noted how happy she was to see him. There was general agreement that everyone was happy to see Rigrod.

The discussion returned to the retreat. M. Connors suggested Revival in Concord has received a lot of buzz and might be a good lunch option. S. Marchant Googled the restaurant and said it looked good but might be a little upscale for NHPA. There was general discussion about icebreaker activities that might be fun to offer alongside the luncheon including cornhole or putt-putt. J. Levandowski suggested Molly’s Tavern in New Boston because it offered grounds with activities. It was agreed that Saunders, Carbonneau, and Levandowski would plan the retreat and report back to the committee.

5. **NHPA Newsletter** – M. Connors noted that he had hoped to publish a newsletter in advance of the NHPA Conference but that it would have been short on content and rushed and it became challenging to plan with the conference approaching. Saunders agreed that it was better to wait til the conference had passed. Connors noted that Wood had sent in a great Grapevine entry.

There was discussion about how to send conference photos to Connors to include in the newsletter. S. Marchant noted that she had a paid Dropbox account that only cost \$99 per year. She noted that it was fabulous and offered plenty of storage. Saunders asked how it had taken us so long to consider purchasing a Dropbox account and there was general agreement it was a prudent investment.

D. Benton made a motion to expend funds to purchase a Dropbox account for NHPA, M. Connors seconded; all voted in favor.

6. **Planner Therapy** – S. Saunders requested a report on the recently hosted NHPA Planner Therapy event. M. Connors and E. Wood noted that it was a great event but scarcely attended. S. Marchant noted that she contemplated going because her meeting got out early but decided against it because it started early and might be over. The committee agreed that a later time would be more convenient. Saunders noted that she loved the concept and thought we should keep pushing it, but just keep it simple. There was some discussion regarding future venues, and Derryfield Country Club was offered as a good summer option.

7. **NNECAPA Legislative Update** – S. Marchant noted that bipartisan urban parks legislation had been introduced in Congress that APA is supportive of. She also noted that President Trump has not yet been successful in advancing many of his legislative priorities, and as far as funding and

conservation priorities, that is good news for planners. There was a question regarding progress on the future of NNECAPA. This spurred a long and spirited discussion into the potential options facing NNECAPA.

S. Marchant noted that the state associations were learning a lot about each other through this process. NHPA is the largest and most self-sufficient state association by far, while MAP is the smallest and faces more challenges. S. Marchant briefly recounted the potential organizational options available to state associations. Marchant noted that there was broad agreement that the current situation was not working. NHPA is too disconnected from APA, members hate paying two sets of dues to two different organizations, there is a lot of overlap and a ton of burnout among committee members because they are asked to do huge tasks, like planning major conferences with little or no administrative support. She said so far it appeared that many tasks could be shared among the state associations including bookkeeping, event management, and administrative baloney.

S. Marchant noted that there was complexity to this conversation and every option will have to be considered including becoming a Section or Chapter of APA. How viable are we as our own chapter? Would becoming a section offer the right middle ground? B. Frost clarified that NHPA currently has no formal relationship with APA or the Maine and Vermont state associations. S. Saunders asked do we want to be in a situation where NHPA subsidizes weaker associations? S. Marchant said they want to avoid that and instead buoy each other. S. Marchant noted that MAP was strengthening under Carole's leadership and that VPA faced potential issues with a lot of turnover.

S. Marchant said the Task Force would be publishing a white paper that will help members better understand the issues and potential options. She said part of that will include a document summarizing the Benefits of NHPA and NNECAPA Memberships. M. Connors said that might be something he could help with. S. Marchant said that would be great. There was affirmational eye contact and it was awesome. S. Marchant noted that the White Paper would include financial pros and cons of different options and be ready for the NNECAPA Conference.

8. Officer Updates:

- a. NNECAPA Liaison – S. Marchant said she had nothing additional to report.
- b. Legislative Liaison – S. Osgood said he had recently attended two events that might be of interest. The Upper Valley/Lake Sunapee RPC Legislative Dinner included Myles Madigan as a speaker and it was interesting to hear his ideas for NHOEP. He also attended the Solar Siting Conference NHPA sponsored. Osgood said it was an enlightening conference and that NHPA received a good shout-out.
- c. PIO – D. Benton said she had nothing more to report.
- d. Newsletter Editor – M. Connors said he has nothing more to add, though he did want to check to see if NHPA was still planning to host NHOEP's new director to meet with the Executive Committee. S. Saunders said it was a good reminder to send Madigan a welcome letter on behalf of NHPA inviting him to join the committee for a monthly meeting.
- e. PDO – J. Levandowski said she had nothing more to report.

- f. Sustainability Coordinator – S. Saunders returned to teasing P. Rigrod and asked how he had been for the last year or so. Rigrod noted how busy NHDES has been with various projects. He concluded by noting how happy he was to “be back with the planners.” Rigrod noted that Bob Scott had been appointed NHDES Commissioner and that he was a good choice. Rigrod spoke about a number of hot NHDES projects, including High Priority Lands tools, SAFARI, stormwater Best Management Practices and other items that Mark did not do a particularly good job taking notes on.
S. Saunders noted that Rigrod was full of interesting information and that he should submit an update to be included in the NHPA newsletter or deliver a ‘Fast Talk’ for NHPA’s future ‘Really Fast Planner Talks’ series.
- g. Treasurer’s Report – B. Frost noted that membership dues had been flowing into NHPA’s account. This was followed by some discussion over whether certain committee members had paid their dues.
- h. VP Report – S. Carbonneau noted that she was planning to launch a membership drive but it didn’t happen due to other competing demands on her time. She noted that she would use the planned ‘Benefits of NHPA Membership’ document to launch a membership drive in September or October.
- i. NNECAPA State Director – E. Wood noted that the NNECAPA awards are due in August.
- j. President’s Report- Saunders noted that she had several updates:
 - i. NHMA has approached NHPA about hosting a session at the upcoming NHMA Conference in Manchester on November 15 and 16. B. Frost suggested solar siting would be a timely topic. There was general agreement Frost had a great idea. Saunders said she would get back to NHMA with the committee’s input.
 - ii. Saunders requested an update regarding APA’s Legal Update webinar. B. Frost said he would purchase the webinar and show it at a later date combined with an NH Legislative/Policy Update. Frost suggested NH Housing as a venue again and there was agreement it was a convenient option. July 27th was offered as a potential date.
 - iii. Saunders noted that planning would soon start for the Annual Conference. B. Frost offered Claremont as a potential venue. S. Marchant offered her support, noting there had been a lot of buzz about the ‘Claremont Comeback.’ J. Levandowski and D. Benton said they had reservations because Claremont is located close to Hanover. S. Carbonneau questioned how close Hanover and Claremont are located geographically.
 - iv. B. Frost offered Franklin as another potential option. B. Frost said that Franklin was doing some really interesting things in their Downtown. There was general agreement that Franklin was a good option. M. Connors said he could look into venues in both places. S. Saunders thanked the committee for its brainstorming.

9. **Upcoming Meetings** - Next meeting is July 28th at 9:15.

S. Marchant moved to adjourn, D. Benton seconded; all voted in favor. Meeting adjourned at 11:02 AM.