



New Hampshire Planners Association
August 24, 2018 9:15 pm
NHMA Concord, NH

DRAFT MINUTES

Present: Becky Hebert, Mark Connors, Donna Benton, Scott Osgood, Kerrie Diers and Jodie Levandowski

Meeting called to order at 9:25.

Minutes of June Meeting – D. Benton moved to accept the minutes of the July meeting. M. Connors seconded the motion; motion passed.

1. **Lobbyist Update** – J. Levandowski reported that Bill Klubben is interested in the lobbyist position and would like to meet with the committee to learn more about the expectations from the organization. He is away in September but could meet with the group in October. She offered to send S. Osgood his contact information.
2. **Fall Housing Finance Training for Planners** – The group discussed the seminar and asked if this could be tied to the annual meeting in December. There is more to discuss but because Sarah Marchant is not here, the group agreed to postpone discussion to the next meeting.
3. **Legislative Webinar** – S. Osgood said the webinar is scheduled for either September 18th or 25th. He will follow up with Ben Frost to coordinate. The group also discussed having an expert speak about changes to energy legislation in New Hampshire.
4. **Thank you luncheon** – J. Levandowski said she is all set for the luncheon. The group will meet at 900 Degrees at 11:30. The seating is on a first come first serve basis but we should be all set getting a table that early, if not the back-up plan is the Stark Brewery. The plan is to walk to the Millyard Museum after the lunch. Several committee members are planning to come, but only a few Legislative Committee members have responded.
5. **National Planning Month** – D. Benton said that she wanted to add this to the agenda so we would be more prepared in October. The group discussed ways to increase awareness including hosting a “Planners Therapy,” sharing the APA toolkit with members, drafting a press release and distributing the “What is a Planner” brochure to members. M. Connors offered to work with D. Benton on a press release. K. Diers offered to send out a link to the APA toolkit.
6. **Plan NH conference sponsorship** – B. Hebert said that Plan NH has asked NHPA to sponsor their fall conference “The Power of Local.” The group discussed the event and agreed to sponsor it at the \$500 level.

K. Diers moved to sponsor the Plan NH conference at \$500; J. Levandowski seconded; all in favor; motion passed.

7. **NHPA Executive Committee Retreat** – B. Hebert said that the retreat would be held in the late fall or early winter to discuss the strategic plan and officers’ roles. The group agreed to keep this on the agenda.

8. **Officer Updates:**

- a. NNECAPA Liaison – No update.
- b. Legislative Liaison – S. Osgood said that it is too early to have anything to report. He expects to set up the first legislative committee meeting soon.
- c. PIO – Nothing new to report.
- d. Newsletter Editor – M. Connors said he is almost done with the newsletter and will publish it in time to highlight Community Planning Month in October.
- e. PDO – Nothing more to report.
- f. Sustainability Coordinator – No report.
- g. Treasurer’s Report – No report.
- h. VP Report – No report.
- i. NNECAPA State Director – K. Diers said that NNECAPA has approved Dover’s Community Planning Grant and the check should go out soon. The website is transitioning to the APA platform and the newsletter has a new blog format. The grapevine selects only four people from each state rather than highlighting everyone. She suggested we tell NNECAPA who we would like to see highlighted in the newsletter. Under the new Sections model NHPA would have its own website under the APA platform. She also reported that all three states have signed the MOU and they are working to prepare a draft budget. The next step in the process is the NNECAPA business meeting at the conference in October. K. Diers also said the dress code for the conference is very casual to reflect the retreat atmosphere. The three directors are looking into a venue for next year’s conference but a site has not been selected yet.

J. Levandowski said she has received an email from a landscape architect who attended the conference and would like a letter verifying he attended the event for continuing education credit. The group agreed we could send him a letter.

- j. Presidents’ Update – Nothing to report.

9. **Upcoming Meetings** – The next NHPA meeting will be on September 28th.

D. Benton moved to adjourn at 9:55; M. Connors seconded; all in favor. Meeting adjourned.

Respectfully submitted: Becky Hebert