



New Hampshire Planners Association

August 7, 2015 Meeting @ 11:30 a.m.

Meeting Location: Lobster in the Rough, Laconia, NH

Members present: Shanna Saunders, Sara Carbonneau, Sarah Marchant, Ben Frost, Scott Osgood, Donna Pohli and Mary Adamo Friedman. Also present was Jodie Levandowski. Meeting commenced at 11:30 a.m. Legislative Policy Committee member Rich Sawyer arrived at 12:10 p.m.

1. **Minutes -**
Motion by Frost to approve the minutes from May 8, 2015, noting that Saunders – not Marchant - was to meet with Frost and Judy Silva. Seconded by Pohli. Vote: All in favor.
2. **Record of Votes June 15, 2015** – Motion by Marchant to approve the record of votes of June 15, 2015. Seconded by Frost. Vote: All in favor.
3. **Record of Votes July 16, 2015** – Motion by Pohli to approve the record of votes of July 16, 2015. Seconded by Frost. Vote: All in favor.
4. **Spring Conference** – Levandowski provided a brief re-cap of conference. Noted that the only criticism she heard was regarding the quality of the after-hours food – however, those in attendance at Fisher Cats Stadium loved the venue. Sponsorships were discussed – it was noted that when sponsorships are sought, it is extremely important to know what is being sponsored (speakers, breakout sessions, etc.) and to confirm the sponsorship in writing/email. Also noted that the venue (NH Institute of Art) received very favorable reviews. Saunders acknowledged the hard work of conference co-chairs Levandowski and Pohli and presented them with gift certificates to fun establishments.
5. **Treasurer's Report** – Frost reviewed the treasurer's report – noting that we ran about \$2,000.00 in the black from the conference. Frost stated that remittance of individual dues is down – this could be as a result of the transition to Wild Apricot. Discussed ways to encourage prompt payment of dues – including incentives for early payment, penalties for late payment, etc. Motion by Marchant to accept the treasurer's report as submitted. Seconded by Carbonneau. Vote: All in favor.
6. **Wild Apricot** – Pohli stated that a decision to lock-in pricing needs to be made soon, as the price change takes effect on October 1st. To cost to lock-in pricing at the "community level" is \$50.00 per month. Pohli stated that we can add more storage at a later date, if needed – we are currently at 20% capacity. Motion by Carbonneau to lock-in pricing for a period of two years. Seconded by Marchant. Vote: All in favor.
7. **Logo Company** – Frost stated that he had contacted some of the NHPA Executive Committee members seeking input about what they prefer in a new logo. Executive Committee members suggested that he contact Connors for his thoughts.

8. **NNECAPA 2016 Conference** – Wood was not present, but had sent an email seeking volunteers for the Conference Organizing Committee. All those present volunteered to assist in various capacities on the COG. Friedman suggested that Frost serve as conference co-chair with Wood. In addition, it was suggested that we solicit COG volunteers from the general NHPA membership. It was noted that it is extremely important that duties be clearly defined and deadlines established. Discussion regarding potential venues – Portsmouth came out high (fun factor, availability of accommodations, etc.). Noted that Meredith was also a good venue, but the last NNECAPA in NH was held there. Other suggestion was the Mountain View Grand.
9. **APA Advocacy Conference** – Marchant provided a proposed handout regarding the role of planners. She will email the document to Executive Committee members for their comments/edits. Noted that additional areas for consideration include: water quality, housing, employment (especially attracting and retaining younger workers). What is “the ask?”
10. **Justin Bieber Award** – Carbonneau received the 2015 Justin Bieber Award (for obtaining most \$ is conference sponsorship). She accepted the award and will be sure to include it on her resume.
11. **Webinars** – Discussed future webinars and continuing to split costs with the regional planning commissions. Suggested that the RPCs become more active in sharing responsibilities –hosting, moderating, etc. Motion by Saunders to continue to co-sponsor webinars with the regional planning commissions. Seconded by Frost. Vote: All in favor.
12. **Misc.** – Carbonneau noted that Corwin is stepping down from the NHPA Executive Committee effective at the Fall Annual Meeting. Corwin will continue to serve on the Legislative Policy Committee.

It was also noted that Connors does not want to continue as PDO. Levandowski indicated that she would be interested in serving on the Executive Committee and would submit a letter of interest and brief bio to Saunders.

Osgood stated that the deadline for the newsletter is next week (8/14). He will also check with NHMA to ensure that NHPA has permission to reprint Attorney Buckley’s article regarding medical marijuana dispensaries.

Statewide transit assessment – NHPA has not been involved in this project to date. Discussed the importance of having a planner’s perspective involved in the project. Suggested that it would be appropriate for a representative(s) from the regional planning commission to be involved. Frost will speak with C. Frost about representation on this project.

Meeting adjourned at 12:30 p.m.

Submitted by,

Sara Carbonneau, Secretary