

New Hampshire Association of Regional Planning Commissions

Summary Minutes

Meeting of March 9, 2017

I. Call to Order

Chairman Glenn Coppelmann called the meeting to order at 1:05 p.m. Members introduced themselves as follows.

Glenn Coppelmann, Tim Moore, Cliff Sinnott (Rockingham RPC); Peter Griffin, Sylvia von Aulock (Southern NH RPC); Jeff Hayes (Lakes RPC); Jonathan Edwards (Upper Valley Lake Sunapee RPC); Victoria Parmele (Strafford RPC); Steve Buckley, Mike Tardiff (Central RPC); Tim Murphy (Southwest RPC); Becky Baldwin (staff).

Guests: Katie Nelson, Central RPC; Scott Osgood, NHPA.

II. Minutes of January 12, 2017 Meeting

Jeff Hayes suggested that the minutes of January 12, 2017 be amended to reflect that Tim Roache of Nashua RPC had to leave the meeting prior to the vote being taken on agenda item VII (B) regarding HB 154. The minutes of January 12, 2017 were approved as amended by unanimous vote with Victoria Parmele abstaining.

III. NHARPC Website Update and Social Media - Central RPC

Tim Murphy referred to the NHARPC Strategic Direction document that was previously adopted by the Association noting that one of the areas we agreed to work on was marketing and outreach. To assist in accomplishing this we contracted with Central RPC to refresh the NHARPC website and explore the use of social media. Mike Tardiff reported that he and his staff have been working on an updated website which is being created with Word Press. Katie Nelson from Central RPC previewed the new site for the group, reviewing the various tabs and content. She noted that the pictures used on the site were provided by several of the RPCs and it is hoped that others will be submitted. Sylvia von Aulock noted that it would be nice to have pictures of people rather than just scenic shots. She also suggested including a map of the State of NH on the home page that identifies each of the RPC regions and their member communities. It was also suggested that links to each of the individual RPC websites be included. Jeff Hayes asked what content would be used for the calendar tab and it was explained that it could include things like meeting dates and conferences. Tim Murphy noted that content needs to be Association specific rather than postings for individual RPCs since we all have our own websites for that information. It was suggested that rather than a calendar tab we should have a services tab that could include a legislative tracking sheet. Steve Buckley suggested using a larger font size on the tabs. Cliff Sinnott cautioned that we should limit the amount of content that will need continual updating. Mike Tardiff agreed noting that the process can become time consuming and we need to adopt a set of guidelines. Katie Nelson suggested sending her a copy of the current NHARPC brochure that can be included on the site. She also asked members to send her any additional pictures, information and comments. She added that she is also looking into creating a Facebook page for the Association. Steve Buckley suggested that ways to control what people are able to post on such a page also be explored.

Motion: To replace the current NHARPC website with the new site created by Central RPC.

Motion by Steve Buckley, seconded by Jeff Hayes. Approved by unanimous vote.

IV. NHARPC's Role in Education

Tim Murphy referred to the NHARPC Strategic Direction document noting that another area the Association agreed to focus on in addition to marketing and outreach was education. He provided a handout that listed several avenues for achieving this initiative such as utilize the NHARPC website and social media, technical bulletins, newsletter, annual report, theme/topic-based presentations, and exploring collaboration with affiliates. He noted that some of these suggestions such as technical bulletins and newsletters could be used as content for our website. If these ideas are supported by the group, we would need to determine their format, relative length, and frequency of publication. The workload should be shared – for example, in developing technical bulletins, each RPC could take a turn at addressing a topic based on its timeliness and the expertise of the writer. Jonathan Edwards suggested developing a pool of topics to choose from. Cliff Sinnott suggested doing a legislative summary report at the end of the session. Steve Buckley pointed out that we need to be careful not to duplicate what other organizations already do. Jeff Hayes suggested posting something that promotes the services provided by RPCs and Cliff Sinnott noted that would be more of a marketing effort than an educational one.

Steve Buckley pointed out that people are very interested in webinars and we might want to consider creating a webinar series that could be accessed on the Association website. It was suggested that we explore possible collaboration with NHMA on conducting a joint webinar and Steve Buckley offered to pursue that idea. Sylvia von Aulock explained that in the past she had conducted webinars on plan reading. It was noted that the intent was to collaborate with other partners and we would not want to promote or compete with private endeavors. Peter Griffin suggested creating a program that could be presented at area colleges that could serve as a source of revenue for the Association. Steve Buckley advised that NHMA had looked into this type of program and learned that you need to become accredited which is quite a lengthy process. Tim Murphy suggested starting out with smaller projects such as the technical bulletins and possibly expanding to more complicated functions in the future. Cliff Sinnott suggested that each RPC bring a topic for a technical bulletin that they would like to feature to the next NHARPC meeting.

Jeff Hayes suggested doing some sort of legislative roundup at the end of the session that could be shared with each of the RPC's municipalities. Chairman Coppelman noted this was something we had hoped our legislative consultant could provide in the past but it never came to fruition. Steve Buckley noted that to make such a document unique and useful you need to tell the municipalities how a piece of legislation that has passed will affect them and what they need to do to comply with it. Victoria Parmele and Tim Moore volunteered to work on a report of this nature.

Jeff Hayes suggested creating an award that could be presented each year to a legislator that is a champion of local planning. Cliff Sinnott suggested giving such an award to a local official instead. Steve Buckley agreed noting it could be presented at the Annual Commissioner's Convening. Chairman Coppelman noted this could be considered at a future meeting.

V. NHARPC Commissioner's Convening

Tim Murphy explained that we have held a Commissioners Convening in each of the past two years that were quite successful and received a lot of positive feedback. These events were held in May of 2015 and 2016. Given the fact that this is March and preparations have not yet begun, there is concern that we would not be able to host a successful event this coming May. He suggested that we consider postponing this year's event until the fall of 2017 to allow time to discuss and select a theme, venue, speaker, and

other logistics. It was the general consensus of those present to postpone this year's Commissioner's Convening and to discuss it at a future NHARPC meeting.

VI. Legislative Session

A. Review and Discussion of Bills of Interest

Tim Murphy introduced Scott Osgood from NHPA who had agreed to join us for this portion of today's meeting and introductions were made. Chairman Coppelmann explained that in the past the Association had employed a legislative consultant but beginning this year, since we have agreed to focus more on other initiatives, our legislative activities are being addressed through a legislative subcommittee and collaboration with representatives from NHMA and NHPA. Tim Murphy noted that Scott Osgood is providing the RPC Directors a legislative spreadsheet from NHPA on a weekly basis. Victoria Parmele, who is our legislative representative to the NHPA legislative subcommittee asked if they have conducted any meetings since her appointment. Scott Osgood responded that they have had two very sparsely attended meetings this season. He agreed to send her notification of any future meetings. He noted that NHPA began the session by tracking approximately 60 bills and are currently tracking 41 bills that have remained active. Of these, NHPA is currently taking a position to oppose three bills.

Chairman Coppelmann referred to an email he sent the membership regarding the NHARPC adopted Legislative Review Process and Guidelines along with the February 18, 2017 legislative spreadsheet provided by NHPA. He explained that the majority of the remainder of the meeting would be devoted to reviewing and discussing the bills on the spreadsheet. He asked that any bills the membership wishes to consider taking a position on be discussed first. Bills brought up for discussion are as follows:

SB 169 - Relative to the definition of agritourism: Jeff Hayes questioned if this bill relates to our core functions and Chairman Coppelmann noted that we considered it to fall within that category last year. Steve Buckley questioned if a bill does not specifically mention the RPCs are we staying away from commenting on it? Sylvia von Aulock noted if a bill has a direct effect on our communities then through them it has an effect on us and she is interested in it. Tim Murphy pointed out that we need to draw a line somewhere if we are going to limit the number of bills we track. Victoria Parmele noted it is extremely difficult to establish a specific criteria when reviewing bills. Jeff Hayes asked if our intent is to duplicate the efforts of NHMA and NHPA or do we want to establish our own listing keeping in mind that we need to limit our participation on what we track. Tim Moore suggested that we oppose this bill on the basis that it is eliminating local control.

Motion: To write a letter in opposition of SB 169.

Motion by Steve Buckley, seconded by Mike Tardiff. Approved by unanimous vote with Jeff Hayes abstaining.

Chairman Coppelmann noted that Tim Moore has provided him with a draft of this letter that he will forward to staff for formatting and processing.

HB 540 - Relative to funding climate change adaption: Tim Moore reported that this bill as amended appears to be an attempt to kill RGGI. Steve Buckley noted that this would appear to fit the criteria of pertaining to our core function.

Motion: To write a letter in opposition to HB 540 as amended.

Motion by Steve Buckley, seconded by Mike Tardiff. Approved by unanimous vote.

Steve Buckley volunteered to write the letter in opposition to HB 540 as amended provided he can have access to any correspondence the Association previously prepared regarding RGII. Staff was asked to send any correspondence that might be in the file to him.

[HB 225 - Relative to information collection concerning electric renewable portfolio standards:](#) Scott Osgood suggested this bill might be of interest to NHAPRC.

[HB 123 - Relative to continuation of a public hearing of the zoning board of adjustment:](#) Steve Buckley noted that this is a good bill. Tim Murphy pointed out it does not relate to our core functions and members agreed.

[SB 116 - Relative to requiring notice to affected municipalities of energy facility siting:](#) Jeff Hayes noted this bill might be of interest to NHARPC. Tim Murphy suggested we take a closer look at this bill for potential future action.

[HB 431 - Relative to establishing a commission to study long term goals and requirements for drinking water in the seacoast area:](#) Victoria Parmele suggested this bill might be of interest to NHARPC. Mike Tardiff pointed out that typically we do not take action on bills that are specific to a certain region rather than the whole state and members agreed.

Mike Tardiff suggested that in the interest of time we go through the most recent list provided by NHPA and flag those bills we may want to discuss in the future. Those in attendance unanimously agreed with the suggestion. Bills that were flagged are as follows:

[HB 121 - Relative to the maximum optional fee for transportation improvements charged by municipalities when collecting motor vehicle registration fees](#)

[HB 219 - Relative to establishing a demographic study committee](#)

[HB 225 - Relative to repealing the electric renewable portfolio standard](#)

[HB 238 - Relative to establishing a committee to study broadband access to the internet](#)

[HB 265 - Relative to accessory dwelling units](#)

[HB 267 - Relative to repealing the rail transit authority](#)

[HB 337 - Relative to municipal regulations of small wind energy systems](#)

[HB 342 - Relative to establishing a commission to study the transition of certain regulatory authority to the Department of Environmental Services from the Environmental Protection Agency](#)

[HB 452-FN - Relative to establishing the office of the business advocate in the Department of Resources and Economic Development and making an appropriation therefor](#)

[HB 540 - Relative to funding climate change adaption:](#) Earlier in the meeting members voted to write a letter in opposition to this bill as amended.

[SB 73 - Relative to septic requirements in conversions to accessory dwellings](#)

[SB 94-FN - Relative to making a capital appropriation for affordable housing](#)

[SB 116 - Relative to requiring notice to affected municipalities of energy facility siting](#)

SB 117-FN - Relative to making an appropriation for stormwater management and flood resilience grants

SB 129 - Relative to requiring a portion of the renewable energy fund to benefit low to moderate income residential customers and relative to electric renewable energy classes and relative to the class rate for biomass

SB 136 - Relative to eliminating the land use board and requiring approval of federal land acquisitions by the governor and council

SB 169 - Relative to the definition of agritourism: Earlier in the meeting members voted to write a letter in opposition to this bill.

SB 170 - Relative to the authority of towns to issue bonds for the expansion of broadband infrastructure

SB 202-FN - Relative to allowing community investment in a development finance institution

SB 243-FN - Relative to complete streets policies, establishing a complete streets pilot program, and making an appropriation therefor

B. Legislative Breakfast - April 6, 2017

Tim Murphy reminded those in attendance that the NHARPC sponsored legislative breakfast is scheduled to take place on April 6, 2017 from 8:00 a.m. - 10:00 a.m. Representatives from NHPA are welcome to participate as they have in the past. He noted that each RPC is expected to bring posters and other materials highlighting activities in their region. He encouraged NHARPC Commissioners as well as RPC Executive Directors to attend.

VII. Next Meeting

Tim Murphy noted that we budgeted for 6 NHARPC meetings during the year and today represents our 4th meeting. With two meetings and three months remaining in our fiscal year, he suggested we meet in April and then again in June for our annual meeting. Tim Moore suggested that we meet on April 6th from 11:00 a.m. - 1:00 p.m. following our legislative breakfast. It was suggested that staff contact the membership to see if this date and time will work for the majority.

VIII. Other Matters

A. NHARPC Outreach Materials

Tim Murphy reminded members that Barbara Robinson had agreed at the January 12th meeting to create a draft for a revised NHARPC brochure and other promotional materials. Although she was unable to stay for today's meeting, she provided draft materials for further review and discussion. Since more work needs to be done on the materials concern was expressed about finalizing and distributing it at the legislative breakfast. It was agreed by those in attendance to use our existing brochure for the legislative breakfast and to further discuss the creation of new materials at a future meeting.

IX. Public Comment

No public comments were made at this time.

X. Adjourn

Meeting adjourned at 3:30 p.m.

Respectfully submitted,

Rebecca I. Baldwin
On behalf of NHARPC