

New Hampshire Association of Regional Planning Commissions

Summary Minutes

Meeting of October 11, 2018

I. Call to Order

Chairman Steve Buckley called the meeting to order at 1:04 p.m. Members introduced themselves as follows.

Glenn Coppelman, Tim Moore, Tim Roache (Rockingham RPC); Peter Griffin, Sylvia von Aulock (Southern NH RPC); Steve Buckley, Mike Tardiff (Central RPC); Michelle Moren-Grey (North Country Council); Gus Lerandean, Larry Robinson, Tim Murphy (Southwest RPC); Ed McLaughlin, Steve Schneider (Upper Valley Lake Sunapee RPC); Jen Czysz (Strafford RPC); Karin Elmer (Nashua RPC); Becky Baldwin (staff).

Guests: Tim Fortier and Cordell Johnston, NH Municipal Association (NHMA); Michael Klass, NH Office of Strategic Initiatives (OSI); Scott Osgood, NH Planners Association (NHPA).

II. Minutes of June 28, 2018 Meeting

The minutes of June 28, 2018 were approved as submitted by unanimous vote with Karin Elmer abstaining.

III. Financial Report for Year Ending June 30, 2018.

Tim Murphy explained that the NHARPC Annual Meeting was held on the same day as the Commissioners Convening, therefore, actual and end-of-year figures including the cost of the event were not available at that time. Staff was asked to prepare and bring an updated financial report to the next meeting that reflected actual June 30th figures. He distributed copies of the updated report through June 30, 2018 noting that our actual year-end bank balance was \$3,046.39.

IV. Featured Topic: New Laws Affecting Land Use Boards

Cordell Johnston from NHMA provided a handout on legislation that was adopted during the 2018 legislative session that might be of interest to the membership. He specifically mentioned the following:

- SB 142 which requires municipalities to use the State definition of agritourism. The amendment to this statute went into effect on March 27, 2018.
- HB 1533 allows municipalities to amend their zoning ordinance to provide for the termination of unexercised variances and special exceptions that were granted before August 19, 2013. This is the date that the new law went into effect that allows for termination of variances and special exceptions that have not been exercised within two years. The amendment to this statute went into effect on July 24, 2018.
- HB 1215 requires the zoning board of adjustment to use a consistent method of voting on all variance applications. The amendment to this statute went into effect on August 7, 2018.
- SB 339 requires the concurring vote of any three members of a zoning board of adjustment to take any action on any matter in which it is required to vote. The amendment to this statute went into effect on August 7, 2018.

Cordell Johnston noted that these along with other legislative actions are included in a legislative update article in the September/October 2018 edition of Town and City.

V. 2019 Legislative Session

Cordell Johnston provided a brief update on what to expect as we begin the 2019 legislative session. He explained that this is the first year of the biennium and there will be a focus on adopting a 2-year State budget. Filing of LSRs began in September and since this is an election year, new legislators in the House can file legislation anytime between November 13th and December 3rd. He added that the Senate does not publicize the date when their new members can file but it is usually a little longer time period. It is anticipated at this time that new legislation may be introduced regarding the establishment of a Housing Appeals Board which will be similar to the Board of Land and Tax Appeals, regulations regarding short-term rentals and agriculture. Peter Griffin asked if the election will affect the dynamics of the legislature and Cordell Johnston replied that it will depend on the issues. Tim Murphy asked if the formation of a Housing Appeals Board will usurp local control. Cordell Johnston noted that it is anticipated that local planning boards and zoning board of adjustments will still have the same authority but appeals may be brought to the Housing Appeals Board rather than the Superior Court. It was asked if there are any anticipated LSRs that will pertain to the RPCs and Cordell Johnston noted he hasn't heard of any yet but will let the membership know if he does. He added that as of now only 169 LSRs have been filed when there are usually 900 anticipated for the session. Steve Buckley noted that if an incumbent files an LSR and loses the election that LSR goes away unless someone else steps forward to sponsor it. Tim Murphy asked when crossover will take place and Cordell Johnston noted we do not have a set date but it usually takes place the end of March or first of April. Cordell Johnston advised that NHMA begins providing legislative bulletins in the Town and City publication after the end of December.

Michael Klass from the NH Office of Strategic Initiatives (OSI) noted that he is willing to host informal legislative monitoring sessions, similar to the ones that happened last year. He noted that the group which has included representation from OSI, NHDES, NHDOT, NHPA, and NHARPC typically meets 3-4 times during the session to discuss various pieces of proposed legislation. Chairman Buckley noted that Tim Moore served as the NHARPC representative to this group last year and asked if he had interest in continuing to serve in this manner. Tim Moore replied that he would be interested.

Tim Murphy explained that both NHMA and NHPA do a great job of tracking legislation and sharing the results with NHARPC. He added that if they are willing to continue this practice, this might be the most efficient way for NHARPC to proceed since tracking can be an extensive undertaking and several years ago the membership had agreed to focus more on education rather than legislation. Karin Elmer asked if we have a link to the NHMA and NHPA tracking sheets on our website. Cordell Johnston replied that NHMA doesn't post their legislative tracking sheets on their own website and although he doesn't mind sharing them with us he would rather we don't post them on our site. Scott Osgood noted that NHPA used to post theirs on their website but since it is constantly changing it became too high a maintenance issue for them. It was suggested to explore a way in which legislative updates can be posted on the NHARPC website while respecting the preferences of partner organizations.

Motion: To appoint Tim Moore to represent NHARPC as a participant in the legislative discussion sessions being sponsored by OSI and to report results back to the membership on a regular basis.

Motion by Glenn Coppelman, seconded by Peter Griffin. Approved by unanimous vote.

VI. NHARPC – NHMA Partnership - Planning Related Education

A. Overview and Status

Tim Murphy explained that our partnership with NHMA has proven to be a great opportunity to provide educational materials through Town and City magazine articles and related webinars. The partnership

began in 2017 with NHARPC providing two articles and another five in 2018. Tim Fortier agreed that it has been a worthwhile partnership.

B. Identify Topics for 2019

Chairman Buckley noted that it is time to identify topics for Town and City articles and corresponding webinars for 2019 if we want to continue along this avenue. He explained that the articles are typically two pages in length and are provided by individual RPCs or groups of RPCs. Larry Robinson noted that the articles and webinars not only provide good information, they also identify what the RPCs do. Peter Griffin asked if we’ve received any feedback from the articles in the past and Tim Fortier explained that people don’t typically make comments on Town and City articles. Glenn Coppelman noted that the partnership provides a good avenue for NHARPC to meet their goal of focusing on education. Tim Murphy observed that the RPC’s collectively have a lot of talent among their planning staff and the partnership gives them a chance to be recognized for the work they do and also helps them professionally.

Tim Fortier noted that NHMA has plans to dedicate future editions of Town and City on “going green” and “social services” during the next year but have not yet selected specific dates. He added that webinars should take place during either of the issue date months. Following some discussion about potential topics of interest the group agreed to the following schedule for articles and associated webinars for 2019:

Issue Date	Deadline	Topic	Responsible RPCs
January/February	11/19/18	Bike Sharing	Southern, Nashua, Rockingham,
March/April	1/9/19	GIS	Strafford, Rockingham, Nashua, Southern
May/June	3/6/19	Agricultural Toolkit	Rockingham
July/August	5/8/19	Growing Younger	Strafford, Southern
September/October	7/10/19	Public Health Planning	Southwest
November/December	9/11/19	Planning for Recovery	Not Identified at Present

Those in attendance agreed that Planning for Recovery would be a good topic for this year’s Commissioners Convening and what is planned for that should be the basis for the November/December issue. It was observed that to date not all of the RPCs have participated in contributing articles and it is intended as a group effort. Tim Murphy pointed out that economic development and solar energy are subjects that have been mentioned previously that are not on the list of articles for 2019. Tim Moore suggested those as well any of the topics identified for articles would make good substance for NHMA conference sessions.

VII. NHMA Conference – November 14-15, 2018

A. NHARPC Sponsored Sessions

Chairman Buckley referred to the attachment in the agenda packet that provided a listing of the NHARPC sponsored sessions for the NHMA Conference scheduled to take place on November 14 – 15, 2018.

B. NHARPC Conference Booth

Chairman Buckley reminded members that we will need to staff the NHARPC booth we’ve arranged for at the NHMA conference and provide display materials as well. It was suggested that volunteers be asked to staff the booth for two hour intervals and Becky Baldwin agreed to incorporate that suggestion into a poll she will send around for the purpose of coordinating a staffing schedule for the booth. It was suggested that we need a more visual display such as an interactive map, updated brochure, poster, and handout on what the RPCs do in addition to our banner rather than printed materials. Tim Murphy noted these are all great ideas but with the conference less than a month away it could be a challenge since we aren’t meeting again prior to the event. Chairman Buckley agreed that someone needs to work on what

the content for our displays should be for future meetings. He asked Glenn Coppelman, Sylvia von Aulock and Jen Czys to form a sub-committee to work on this for discussion at a future meeting. For the upcoming conference it was agreed that rather than the RPCs providing samples of work products, we would display our banner, have copies of an updated NHARPC brochure, and a handout that was previously created explaining what the RPCs do. Jen Czys volunteered to produce an updated brochure and Sylvia von Aulock suggested they get reimbursed for the cost of creating and printing the brochure. It was agreed that 100 copies would be needed and we should reimburse Strafford for design and printing costs. Glenn Coppelman asked where from the NHARPC budget would the costs be reimbursed. Staff suggested that costs be reimbursed from the Conferences/Support of Affiliate Activities portion of the budget. He asked if any of our affiliate groups have requested donations at this point and he was told they have not.

Motion: To reimburse Strafford RPC an amount not to exceed \$450 to redesign and print 100 copies of the NHARPC brochure for the 2018 NHMA conference and the brochure be made available to print additional copies for distribution at future events.

Motion by Glenn Coppelman, seconded by Peter Griffin. Approved by unanimous vote.

VIII. Other Matters

No other matters were brought before the Association at this time.

IX. Next Meeting - December 13, 2018

Chairman Buckley noted that the next NHARPC meeting is tentatively scheduled for December 13, 2018.

X. Public Comment

No public comments were made at this time.

XI. Adjourn

Meeting adjourned at 3:15 p.m.

Respectfully submitted,

Rebecca I. Baldwin
On behalf of NHARPC