

# **New Hampshire Association of Regional Planning Commissions**

## **Summary Minutes**

Meeting of March 12, 2020

### **I. Call to Order**

Chairman Steve Buckley called the meeting to order at 1:05 p.m. He noted that member Barbara Kravitz wished to join the meeting remotely. Members present unanimously agreed to allow her to participate remotely. Chairman Buckley asked if anyone was with her listening to the meeting and she verified there wasn't. He then announced that due the remote participation, all votes at today's meeting would be taken by roll call. Members introduced themselves as follows.

Tim Moore, Barbara Kravitz - (remotely), Tim Roache (RPC); Peter Griffin, James Vayo (SNHPC); Steve Buckley, (CNHRPC); Larry Robinson, Tim Murphy (SWRPC); Donald Hamann, Jen Czysz (SRPC); Michelle Moren-Grey, (NCC); Tim Roache (RPC); Robert Snelling, Jeff Hayes (LRPC); Steve Schneider (UVLSRPC); Becky Baldwin (staff).

Guests: Cordell Johnston (NHMA); Michael Klass (NH Office of Strategic Initiatives).

### **II. Minutes of December 19, 2019 Meeting**

**Motion: To approve the minutes of December 19, 2019 as submitted.**

Motion by Larry Robinson, seconded by Don Hamann. Approved by unanimous vote.

### **III. NHARPC-NHMA Education Partnership for Planning**

Chairman Buckley referred to the 2020 schedule for Town and City articles that was distributed at the beginning of the meeting. He noted that the next article on rail trail planning for the May/June edition has a deadline of March 13, 2020. Chairman Buckley indicated that Tim Fortier is interested in sponsoring occasional webinars based on our articles. He added that NHMA has a good following for their webinars and they get great feedback on them. It was asked whether past webinars are posted on the NHMA website and Chairman Buckley indicated that they are archived and available.

### **IV. Update on Commission to Study Barriers to Increased Density of Land Development (SB 43)**

Jen Czysz reported that the Commission created by SB 43 to study barriers to increased density of land development is still meeting and gathering information. She explained that a list of the activities performed by the RPCs through the Targeted Block Grant (TBG) program has been compiled and submitted to the Commission. An account of further services that could be provided was also submitted with the hopes that TBG funding could be increased in the future. Jen Czysz noted that NH Housing has experienced a delay in posting information about the Commission on their website and Michael Klass stated there is information on the NH General Court site. Chairman Buckley asked when a final report would be available and Jen Czysz replied that the report is due in December.

## V. Legislative Matters

### A. Partner Update

Tim Moore reported that the meetings sponsored by NH OSI that also involve NHMA, NHPA and NHARPC to review legislative activities are continuing on a regular basis. Several bills being followed have been ITL'd but there is still a lot of activity regarding the Housing Appeals Board. The Board is scheduled to begin activities in July and Peter Griffin asked how municipalities will be informed of their existence. Chairman Buckley noted that NHMA will provide information to NH communities. Also, once something has been filed with the Board, they will send an official notice to the respective community. Peter Griffin asked if the RPCs have plans to send information to their communities and Chairman Buckley suggested that perhaps this could be an activity that NHMA, NH OSI and NHARPC could collaborate on. Cordell Johnston noted that the Housing Appeals Board, which will be comprised of three members, is currently advertising for people to serve on the Board.

### B. 2020 Legislation of Interest

Additional legislation that might be of interest to the membership were discussed including:

- SB 152** - **Relative to third party inspections conducted pursuant to a planning board approval.**
- SB 458** - **Relative to municipal regulation of vacation or short-term rentals.** The Realtors Association is lobbying in opposition to this bill and it is anticipated that it will be sent to interim study which will effectively kill the bill.
- SB 482** - **Relative to building codes for tiny houses.** Voting on this bill is scheduled to take place during the week of March 16<sup>th</sup>.
- HB 1129** - **Relative to notice requirements for certain municipal public hearings.** This bill has passed the House and is being passed on to the Senate.
- HB 1629** - **Relative to training and procedures for zoning and planning boards.** This bill has passed the House and is being passed on to the Senate.
- HB 1632** - **Relative to financial investments and incentives for affordable housing development.** This bill has been referred to committee due to the fiscal note attached and will be voted on during the week of March 16<sup>th</sup>.

### C. 2020 Legislative Breakfast

Staff member Becky Baldwin reported that the 2020 Legislative Breakfast has been scheduled to take place on April 16<sup>th</sup> from 8:00 - 10:00 a.m. at the State House Cafeteria. All arrangements have been finalized and the event will be placed on both the House and Senate calendars. It was suggested that each of the RPCs send personal email invitations to their respective legislators.

## VI. 2020 Commissioner's Convening

Chairman Buckley explained that this item is on today's agenda to decide if members want to reconsider holding a 2020 Commissioner's Convening. Jeff Hayes questioned that given the costs associated with the event it might not be the most effective use of our marketing funds. He added that it is rather costly to just have one or two commissioners attend from each RPC. Chairman Buckley agreed that the first two years we held the event it was well attended but subsequent years have seen a decline in attendance. Tim Roach agreed that since we moved the event to the NHMA building there has been a noticeable decline and we seem to be preaching to the choir. Tim Murphy noted that a lot of work goes into planning the event to have a poor turnout. Peter Griffin suggested that we explore the whole concept of marketing. Jeff Hayes suggested hiring a consultant to develop a marketing plan for the Association. Chairman Buckley recalled that we did that a couple of years ago and we adopted recommendations to create a website and brochure. Chairman Buckley asked if the membership wanted to postpone this year's Commissioner's Convening and focus on exploring other ideas for marketing the Association.

**Motion: To postpone the 2020 Commissioner's Convening and reconsider holding it again after June 30, 2021 to allow for exploring other options at a future meeting.**

Motion by Larry Robinson, seconded by Peter Griffin. Approved by unanimous roll call vote.

## **VII. Other Matters**

### **Northeast Resource Recovery Association - Recycling Conference Sponsorship**

Chairman Buckley reported that we have received a request from the Northeast Resource Recovery Association (NERR) to sponsor their May 18 & 19, 2020 Recycling Conference and Expo. He noted that we need to decide if we want to sponsor the event and if so at what level, how we would staff the complementary table and what would be displayed. It was noted that we sponsor several planning events throughout the year and the question was asked if we want to branch out. Tim Moore noted that NERR considers and weighs-in on several recycling bills during the legislative session that have an impact on planning. He volunteered to staff the exhibitor table for one of the days of the event if we were to sponsor it. Tim Roache noted that this event would provide an opportunity to reach out to other departments in our communities. Chairman Buckley shared information regarding sponsorship beginning at \$550 and Becky Baldwin reported that we have \$700 remaining in our budget for support of affiliate groups with no other current requests for sponsorship. The question was asked if NHPA would be asking us to sponsor their conference this year. Jen Czysz noted that their conference is scheduled for June 12<sup>th</sup> but considering the potential health situation, no plans have been formalized as yet. She offered to look into it and report back to the membership. It was agreed that we need additional information about any sponsorship of the NHPA conference and would be able to make a decision at our April 9<sup>th</sup> meeting. Staff was asked to contact NERR to inquire what would happen if we sponsored their event and it had to be cancelled, does the exhibitor table need to be staffed at all times and is there an opportunity to sponsor their event at a lower rate. It was agreed to place this item on the April 9<sup>th</sup> meeting agenda.

### **Smart Growth Report**

Michael Klass noted that NH OSI has been charged with creating a Smart Growth Report and will be sending surveys to the regional planning commissions to assist with this in May.

### **Corona Virus Impact on Meetings**

Chairman Buckley noted that as of today the National Center for Disease Control, NH Attorney General and the NH Secretary of State have not advised municipalities that they should cancel public meetings. They are, however, urging people who have recently traveled to self-quarantine. He added that, as it currently stands, any public meetings must comply with the requirements of 91:A.

## **VIII. Future Meetings: April 9, 2020, June 11, 2020**

Chairman Buckley reminded members that future meetings have been scheduled for April 9, 2020 and June 11, 2020 which will be the NHARPC Annual Meeting.

## **IX. Public Comment**

No public comments at this time.

**X. Adjourn**

Meeting adjourned at 2:55 p.m.

Respectfully submitted,

Rebecca I. Baldwin  
On Behalf of NHARPC