

**New Hampshire Association of Regional Planning Commissions**  
**Summary Minutes**  
Annual Meeting of  
June 30 2022

**I. Call to Order and Introductions**

Members introduced themselves as follows: Stephen Buckley, CNHRPC; Becky Baldwin, SWRPC; Bill Chaisson, UVLSRPC; Meghan Butts, UVLSRPC; Jen Czysz, SRPC; Mike Tardiff, CHNRPC; Jerry Coogan, UVLSRPC (remote); Tim Murphy, SWRPC (remote); Barbara Kravitz, RPC (remote); Michelle Moren-Grey, NCC (remote); Matt Baronas, staff, CHNRPC.

Guest: Noah Hodgetts NHOPD

At 1:20 p.m., in the absence of a physical quorum, Chairman Buckley proceeded with the non-voting items on the agenda.

**II. Minutes of March 24, 2022, Meeting Minutes**

**Tabled due to lack of a quorum**

**Revisited at 1:48 p.m. when James Vayo joined the meeting to complete the quorum requirements.**

T. Murphy MOTIONED to approve the Minutes of March 24 as amended with two spelling corrections. B. Chaisson SECONDED the motion. A roll call vote was taken: Those in FAVOR: T. Murphy, M. Morin- Grey, B. Chiasson, M. Tardif, B. Baldwin, J. Czysz, Steve Buckley, James Vayo. ABSATIN: B. Kravitz. Jerry Coogan was not present, for the vote. MOTION PASSED with a majority of members voting in favor.

**III. NHARPC - NHMA Partnership**

**A. Town and City Articles and Webinar**

Chair Buckley stated there is a full slate of articles ready to go for the remainder of the year. The Regional Needs Assessments article for the September/October edition is due August 1 and the Economic Resiliency Planning for November/December issue is due on October 1. J. Czysz reported that she reached out to Tim Fortier of NHMA for a potential longer article of four pages for the HNA. North Country, Nashua, and Strafford will coordinate for the ERP article.

**B. Session Proposals for the NHMA Annual Meeting**

Chair Buckley informed the membership that NHMA is seeking proposals for workshops for the November NHMA Annual Meeting. Electronic submission for proposals is due July 15.

Discussion ensued and several topics were suggested including SADES, the Housing Needs Assessment, Class VI Roads and Hazard Mitigation. T. Fortier suggested that NHARPC proper collaborate on a proposal.

The members were in consensus to propose a combined discussion on the Housing Needs Assessment and Class VI. Roads. B. Chaisson will research the number of releases of liability requests were recorded at the registry of deeds in the last 5 years. Steve Buckley will draft a workshop description and submit it to NHMA by July 15.

At the end of the discussion S. Buckley noted that the theme of this year's annual NHMA meeting is 'Getting used to Difference'

**At 1:48 p.m. James Vayo of SNRPC joined the meeting. His attendance completed the quorum requirements allowing the committee to proceed with items requiring a motion.**

#### **IV. 2022 Legislative Session Partner Updates**

Noah Hodgetts presented updates on the various 2022 land use bills of interest. He summarized on the following:

- HB1021: prohibiting regulation of religious land use based on the religious nature of the assembly or speech taking place on the land or in the structure.
- HB1293: repeals the exemption allowing any person who desires to submit plans and specifications for a sewage or waste disposal system for the person's own domicile to do so without a permit (Section 1)
- HB503: codifying the council on housing stability
- HB1661: Community Housing Toolbox bill: Sections 70 - 79 - including more training for land use boards, findings of fact, option to extend TIF for housing. Incentives for age-restricted housing to workforce housing are option until 7/1/23
- HB1681: relative to the state building code: Updates state building code from 2015 to 2018 IBC code including amendments adopted by BCRB through 11/30/21, establishes a 6-month grace period for the applicable state building code on building permit applications. Requires municipalities to submit amendments to state building code review board, revises definition of the state fire code,
- SB398: relative to building code and fire code enforcement replaces the joint committee on code enforcement with the advisory committee on state building and fire codes
- SB443 relative to municipal authority regarding the state building code: Requires BCRB to review proposed municipal amendments to the state building code to confirm that the proposed amendments do not conflict with, and are no less stringent than, the state building code. The bill also clarifies that fee schedules are not considered amendments to the code and that no fee shall be required to appeal a notice of code violation.
- HB481 establishing the office of the right-to-know ombudsman and making an appropriation therefor, nominated by Governor and Council
- HB1109 relative to approval for off highway recreational vehicles use on class IV, class V, and class VI roads: changes approval process for OHRV use on Class IV - VI roads to vote of governing body, also allows abutters affected by OHRVs to petition governing body to adopt limits on use of OHRVs (OHRV / CORD)
- HB1188: establishing a commission to study OHRV use in the state (OHRV / CORD)
- HB1106: establishing a commission to study recruiting members of the armed forces and the commission on demographic trends.
- HB1454: relative to permits for the siting of new landfills: establishes a formula for determining the distance for which a new landfill shall be located from a perennial river, lake, or coastal water
- SB17 relative to permitting dogs in outdoor dining areas of restaurants
- SB251 relative to the advisory board of a tax increment financing district requires at least one owner or occupant of real property within the TIF district
- SB273 relative to broadband infrastructure funding, permits towns to authorize broadband infrastructure bonds at special meetings, outside of annual town meetings
- SB334 establishing a committee to study blight in New Hampshire cities and towns
- S B395 establishing the wireless development initiative and the wireless deployment grant fund at BEA

- S B402 relative to financial assistance for municipalities affected by disasters creates an avenue to disburse financial assistance to municipalities affected by federally-declared disasters or governor-declared state of emergencies
- S B409 relative to disaster relief loans; modifies circumstance under which the governor may approve exceptional disaster relief loans
- S B445 relative to broadband matching grant initiative appropriates \$122 million from ARPA capital projects fund for broadband matching grants, with 75%/25% state/municipal cost-share, creates quarterly reporting requirement, requires federal guidelines to prevail over state match grant fund constraints

S. Buckley asked for questions. B. Chiasson asked what the chances are of HB1109 being Passed to which N. H responded he does not have a good sense at this time. Discussion ensued on the proposed bill.

## **V. Commission Convening**

### **Tabled.**

#### **Revisited after the Election of Officers at 2:41 p.m.**

T. Murphy began the discussion by stating the last 2 years NHARPC has not held a convening. Past meetings have had presenters with breakout sessions, a meal where there has been better turnouts with this social version of the event.

S. Buckley expressed concern that these events require a lot of work and asked do we have the time and resources to put it all together.

The members discussed options for when to hold the event, different venues, and what type of event to hold.

M. Tardiff MOTIONED for the Convening be looked forward to as event of a social type after Town Meeting 2023 and to send out a survey to the Regional Planning Directors for the asking for input from their commissioners on how their RPC would like to proceed. SECONDED by M. Morin-Grey. A roll call vote was taken: Those in FAVOR: T Murphy, M. Morin- Grey, B. Chiasson, M. Tardiff, B. Baldwin, J. Czysz, Steve Buckley, James Vayo, Jerry Coogan and B. Kravitz. JMOTION PASSED with all in favor.

## **VI. Annual Meeting Business item**

### **A. Financial Report**

Becky Baldwin reported it was a short year with only 2 checks written, with minor interest, and all dues paid. B. Chaisson MOTIONED to accept the Financial Report as presented SECONDED by B. Kravitz. A roll call vote was taken: Those in FAVOR: T Murphy, M. Morin- Grey, B. Chiasson, M. Tardiff, B. Baldwin, J. Czysz, Steve Buckley, James Vayo, and B. Kravitz. Jerry Coogan was not present for the vote. MOTION PASSED with a majority of members voting in favor.

### **B. FY 2023 Budget**

J. Czysz reported the budget presented is the exact same budget that was adopted a year ago the only difference being the bank balance. A revenue and expense line has been added to account for the funding for the annual convening.

B. Kravitz MOTIONED to adopt the 2023 Budget as presented SECONDED by T. Murphy.

S. Buckley asked to amend the motion to additionally approve the annual dues assessment of \$1000 per commission a total of \$9,000, approve, the Administrative Support Contract with SRPC for \$8,000.00 and the Website and Communications Support contract with CNHRPC of \$1,500.00

B. Kravitz amended the motion to include the \$9,000 dues assessment, the Administrative Contract and the Website and Communications Contracts. **SECOND** by T. Murphy.

Discussion: B. Baldwin stated that it has been a pleasure providing the administrative support to the association. She stated that she brought with her the checkbook and association documents to hand over to SRPC. The members thanked Becky for her assistance throughout the past years. Becky wished Jen and Megan good luck.

A roll call vote was taken: Those in FAVOR: T Murphy, M. Morin- Grey, B. Chiasson, M. Tardiff, B. Baldwin, J. Czysz, Steve Buckley, James Vayo, and B. Kravitz. and Jerry Coogan. **MOTION PASSED** with all in favor.

#### **B. Annual Dues Assessment**

Addressed and voted on in item VI A

#### **C. Contracts for Services**

- **Administrative Support**
- **Website Communications**
- **Other**

All items addressed and voted on in item VI A

#### **D. Election of Officers**

S. Buckley reported that he is stepping down as chair after 2 years.

The proposed slate of officers for FY 2023 is as follows:

- Jerry Coogan has agreed to stand in as chair
- Peter Griffin as vice Chair and
- Donald Hamann has offered to become Treasurer.

B Chaisson **MOTIONED** to approve the proposed slate of officers for FY2023 and elect Jerry Coogan of UVLSRPC for Chair, Peter Griffin of SNRPC for Vice Chair and Donald Hamann of SRPC for Treasurer. **SECONDED** by T. Murphy. A roll call vote was taken: Those in FAVOR: T Murphy, M. Morin-Grey, B. Chiasson, M. Tardif, B. Baldwin, J. Czysz, Steve Buckley, James Vayo, and Jerry Coogan. B. Kravitz was not present for the vote. **MOTION PASSED** with all in favor.

T. Murphy thanked Stephen Buckley for serving as Chair for the past 2 years. S. Buckley thanked Jerry Coogan for stepping up as Chair and offered his assistance with the transition.

#### **VII. Other Matters**

J. Vayo asked if the group would entertain hearing from CSX at a future meeting. The suggestion was noted by the chair.

**VIII. Next Meeting**

S. Buckley reported that deadline to submit an LSR is in September meeting 15, and the committee should meet prior to that deadline. There is a reopening period after November election. A poll will be sent out to members to determine a date for the next meeting and a schedule for future meetings.

**VIII. With a motion and a second and all members voting in favor, the meeting Adjourned at 2:55.**

**Respectfully submitted,**

**Megan Taylor-Fetter  
Administrative support**