



# UPPER VALLEY LAKE SUNAPEE REGIONAL PLANNING COMMISSION

## *Meeting Minutes-Final*

October 26, 2011

### **Present:**

Dan Brand-Lyme  
Kate Connolly-Hanover  
Bernie Folta-Claremont  
Suzanne Gottling-Sunapee  
Sam Greene-Lyme  
Judy Healey-Newbury  
Dan Kiley-Enfield  
Larry LeClair-Lebanon  
Kevin Lee-Springfield  
George McCusker-Springfield  
Ken Morley-Grafton County  
Steve Schneider-Enfield  
Aaron Simpson-Sunapee  
Peter Stanley-New London  
Jim Taylor-Plainfield  
William Trought-Dorchester  
Claire Vannatta-Newbury  
Joanna Whitcomb-Hanover

Staff: Christine Walker, Yutian Zhang, Chris Courtemanche  
Others Present: Peter Martin-Exquisite Productions

### **I. Call to order:**

Aaron Simpson called to order the regular meeting of the Upper Valley Lake Sunapee Regional Planning Commission at 6:00pm on October 26, 2011 in 10 Water Street, Lebanon, New Hampshire.

### **II. Welcome and Introductions**

Chair Aaron Simpson welcomed three new commissioners: Sam Greene-Lyme, George McCusker-Springfield, and Joanna Whitcomb-Hanover.

### **III. Approval of minutes from last meeting**

Chair Aaron Simpson asked for a motion to accept the minutes from the last meeting. Bernie Folta noted that a correction needed to be made on page 4, paragraph 7c, which should read, "Claremont's first joint meeting of the Planning Board and Zoning Board." A motion was made by Kate Connolly to approve the amended minutes and seconded by Kevin Lee. The amended minutes

were approved. **Motion passed with eight abstentions due to people not being present.**

#### **IV. Committee Reports**

- a) Finance Committee: (August Financials) - Kate Connolly noted that the audit results should be completed by the December commission meeting. No discussion with the August Financials, therefore, Chair Aaron Simpson requested a motion to approve the August financials, which was made by Larry LeClair and seconded by Kevin Lee. **Motion passed unanimously.**
- b) Executive Committee: (Presentation of Nominations for committees from the floor) 1) Upper Valley Housing Coalition 2) NH Rail Transit Authority. Christine Walker reported that she called Barbara McIlroy from Hanover who will volunteer and act as our designee every 6 months to report information. Kevin Lee made a motion to appoint Barbara McElroy to be on the NH Rail Transit Authority Committee and seconded by Bernie Folta. After some discussion, it was decided that Barbara should meet with the Commission at our next meeting before we make a decision. Consensus was to table until the next meeting. Therefore, Bernie Folta and Kevin Lee withdrew their nomination. There were no nominations for the Upper Valley Housing Coalition made.
- c) Program Committee: Clair Vannatta and Judy Healey discussed the possibility of holding short programs during the Commission meeting as the meetings had become more efficient and they both found it useful to learn about what the staff was doing and from other professionals about issues that affect our region. Claire and Judy reported that half hour programs at the end of each business meeting in December, February, and April would provide opportunities for Commissioners to learn about what is taking place in the region. General consensus was that this was a good idea.

#### **V. Other Business/Announcements**

- a) Overview of Regional Plan opportunity through Housing and Urban Development Sustainable Communities Initiative Regional Planning Grant - Christine Walker stated that last year the nine Regional Planning Commissions applied for this grant opportunity but were not successful. However, since they did receive "Preferred Status" it looks very favorable for the grant. There will be a template for a Regional Plan developed by a statewide Advisory Group and there will be a number of HUD requirements that will need to be in the plan. In addition, the RPC's will be hiring Action Media for technical assistance on messaging so that staff understands the language that should be used to engage the public. Action Media will train the RPC staff. This is the first time in 30 plus years that there has been funding to complete the mission of this organization. There should be word from HUD by the December Commission.
- b) Other project opportunities and review of Work Plan - Christine Walker stated that she will be contacting any new Commissioners who are interested in learning more about the Work Plan of the Commission bylaws, etc. The Lake Sunapee Scenic Byways contract has been held up at NHDOT so that project has not started even though the municipalities need to have funds expended by December of this year. Additionally, the Fluvial Geomorphology contract through NH Department of Environmental Services has not been received. Not on the original Work Plan, the

administration of the Connecticut River Joint Commissions is going well under the leadership of Rachel Ruppel.

- c) Regional Planning & Zoning Conference October 29 - Christine Walker announced the Conference and encouraged everyone to join us in Grantham, New Hampshire. Peter Martin from Exquisite Productions will videotape the conference and DVD's will be available to purchase.

## **VI. Commissioner Town Announcements**

- a) Larry LeClair stated that Lebanon Planning Board approved the River Park project.
- b) Bernie Folta announced that in Claremont, Lowe's has closed after opening 18 months ago. Lowes contributed in cleaning up the land and Claremont is grateful for their contributions. Also in Claremont the HUD Community Challenge grant that was received is going well with good public input.
- c) Kevin Lee stating that Springfield finished their Zoning updates to be presented at Town Meeting.
- d) Judy Healey and Claire Vannatta reported their experience with the Livable Communities Corps of volunteers. They were assigned to stores and had to compile information for the types of food and drink in the stores and enjoyed their experience.

## **VII. Adjournment**

Chair Aaron Simpson called for a motion to adjourn which was made by Kevin Lee and seconded by Larry LeClair. The meeting adjourned at 7:30pm.

Minutes submitted by: Chris Courtemanche, Administrative Assistant