



Upper Valley Lake Sunapee  
Regional Planning Commission

UVLSRPC Executive Committee Meeting  
Wednesday, February 12, 2014  
UVLSRPC Offices, Lebanon, NH  
**Approved April 9, 2014**

Committee Members Present:

Thain Allan, Grantham  
Katherine Connolly, Hanover  
Jeff Kessler, Newport  
Larry LeClair, Lebanon

Others:

Christine Frost, staff  
Nate Miller, staff  
Chris Courtemanche, staff

- Chair Larry LeClair called the meeting to order at 5:05 p.m.
- **Kate Connolly moved to approve the minutes of January 8, 2014 and February 6, 2014. Jeff Kessler seconded and the motion passed unanimously.**
- Christine Frost requested assistance from the Executive Committee regarding wording for the Property Liability RFQ.
- Christine Frost asked if the Committee wanted to make any changes to the proposed Emergency Procedures and Vehicle Policy before presenting them to the Commission on February 26. Thain Allan suggested revising Section A from with to which and Section C.3 from operation to operations. The Executive Committee concurred with the proposed revisions. **Jeff Kessler moved that the updated policies be presented to the Commission at the February 26<sup>th</sup> meeting. Thain Allan seconded and the motion passed unanimously.**
- Christine Frost noted that we have a new contract with the City of Lebanon which will require Rachel Ruppel to assist Lebanon 16 hours per week from March until August.
- Christine noted that the HB 1573 was voted Inexpedient to Legislate.
- Christine Frost reviewed the agenda items for the February 26th commission meeting, including the following:
  - Presentation from Vickie Smith regarding the Charrette in Hanover;
  - Presentation from Rachel Ruppel regarding the Broadband Telecommunication Plan;
  - Appointment of Executive Director;
  - Consideration of proposed Emergency Procedures and Vehicle Policy for approval;
  - Review of Single Audit;

- Update on NH Rail Transit Authority from Jonathan Edwards;
- Update on the Connecticut River Joint Commissions (CRJC) from Aaron Simpson;
- Appointment of Nominating Committee;
- Update on HB 1573 and feedback on UVLSRPC Legislative Reception.

**Kate Connolly moved to adjourn the meeting at 6:08 p.m. Thain Allan seconded and the motion passed unanimously.**

Minutes prepared by Chris Courtemanche