



Upper Valley Lake Sunapee  
Regional Planning Commission

Minutes of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)  
Executive Committee Meeting  
Wednesday, August 27, 2014  
UVLSRPC Offices, 10 Water Street, Lebanon, NH  
**Approved October 1, 2014**

Committee Members:

Katherine Connolly, Hanover  
Peter Guillette, Grantham  
Jeff Kessler, Newport  
Kevin Lee, Springfield  
Nancy Rollins, New London  
Steve Schneider, Enfield

Others:

Nate Miller, Staff  
Chris Courtemanche, Staff

**I. Call to Order**

Chair Jeff Kessler called the meeting to order at 5:00 PM.

**II. Minutes of the meeting from August 13, 2014**

Kate Connolly moved to approve the minutes of August 13, 2014. Peter Guillette seconded and the motion passed unanimously.

**III. Discussion of Potential UVLSRPC Bylaw Amendments Revision**

Jeff Kessler noted that, at the August Commission meeting, the Executive Committee was asked review the UVLSRPC Bylaws because some committees have so many members that reaching a quorum has been difficult.

Steve Schneider noted that there should be some repercussion for members that don't regularly attend Committee meetings and suggested that there should be an option to remove the member if they are not attending the meetings. In addition, Steve reminded the Committee that when the Regional Plan project is finished, the Regional Planning Committee will not have to meet as much. This will make getting a quorum more difficult if they keep the same number of members.

Following discussion, it was agreed that establishing a cap of seven Committee members would be appropriate. Kate Connolly moved that Nate Miller draft a Bylaw amendment to this effect for review at the next Executive Committee meeting. Nancy Rollins seconded and the motion passed unanimously.

**IV. Discussion of Proposed 2015-2019 Mount Sunapee Master Development Plan**

Nate Miller recapped the Public Hearing held Tuesday, August 26, 2014 to consider the draft 2015-2019 Mount Sunapee Resort Master Development Plan and Environmental Management Plan, which reintroduces the West Bowl Expansion proposal. Nate noted that he and DRED Commissioner Jeff Rose were the facilitators at the hearing, and approximately 250 people attended. Thoughtful comments were received both in support of and in opposition to the West Bowl Expansion proposal.

Written comments on the Plan are due to the NH Department of Resources and Economic Development by Friday, September 26, 2014. Nate Miller noted that the Regional Planning Committee is reviewing the draft Plan and will submit comments to DRED.

V. **Staffing update**

Nate Miller announced that we have hired Amber Boland to be the UVLSRPC's new Planner/GIS Coordinator. Amber will be starting work with the Commission on September 15, 2014.

Nate Miller reported that the interview process for a new Finance Manager has been completed, and we are checking references for four of the five candidates that were interviewed.

VI. **Other Business**

Nate Miller informed the Committee that, per the UVLSRPC Fixed Asset Policy, the Executive Committee needs to give approval on all equipment that is being recycled or returned to NHDOT. Three UVLSRPC computers have reached the end of their useful life: 1) IBM ThinkPad (2005); 2) A Dell laptop (2008) which has a overheating and hard drive issue; and 3) A HP Compaq laptop (2006) with a hard drive issue. Kevin Lee moved to approve the recycling of the above mentioned computers. Peter Guillette seconded and the motion passed unanimously.

VII. **Adjourn**

Kate Connolly moved to adjourn the meeting at 6:10 PM. Peter Guillette seconded.

Minutes prepared by Chris Courtemanche