



Upper Valley Lake Sunapee  
Regional Planning Commission

UVLSRPC Executive Committee Meeting  
Wednesday August 8, 2012  
UVLSRPC Offices, Lebanon, NH  
**Approved September 12, 2012**

Committee Present:

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

Others:

Christine Walker, staff, Chris Courtemanche, staff, Nate Miller, staff  
Bernie Folta, Claremont (briefly)

- The meeting called to order at 5:02 p.m.
- The minutes from July were **“approved as is” by motion of Katherine/Jeff.**
- Regional Plan: Christine explained that to date, the staff has had public events at the Canaan Speedway and Dorchester Grange Going Places to gain a sense of what is important to communities. Christine also noted through the statewide program there will be “listening boxes” placed throughout the region. Within in the next couple of weeks the web-based tool, Forum on the Future should be up and running to gather input for the Regional Plan through the internet.
- Housing Needs Assessment: Completed and available on our website and by mail – no new information this month.
- Authorization of funding/grant applications: None this month – Christine stated that the Commission would be again submitting an application for Brownfield’s assessment funding.
- New Contracts:
  - CT River Byway Council –will consist of building a website – contract amount will be approximately \$25K
  - Enfield Community Planning Grant – will provide outreach – contract amount \$15k
  - Lebanon Community Planning Grant – look at energy outlets & savings-contract amount is phase 1 - \$8,000 and phase 2- \$22,000.
  - Foundation for Healthy Communities- participate statewide through a CDC grant to

help communities work on activity living and access to healthy foods contract amount \$250,000 and would be subcontracted to six other RPC's with approximately \$40k for Commission work.

A motion was made to recommend to contracts at the next commission meeting on August 22, 2012 for approval. **Motion made by Jeff/Larry. Motion passed unanimously.**

- Personnel Issues: Christine noted a temporary or part-time employee may be needed to accomplish additional work that is being brought in. She would have a complete proposal ready for the October meeting if this was necessary.
- Programs and Events: Christine stated that Chris and Pat have secured the Common Man in Claremont, NH for the Fall Planning and Zoning Conference on November 10, 2012. Price will be \$50.00, which includes lunch.
- Old business:
  - Proposed Committee members were discussed. The following list was proposed to be recommended to the Commission **motion made by Thain/Jeff to recommend to the commission meeting on August 22, 2012. Motion passed unanimously.**

**Finance Committee\* –**

Jeff Kessler, Larry LeClair, Katherine Connolly, Thain Allan, John O'Conner

**Regional Planning Committee\* (Our Regional Future Advisory Committee) –**

Shawn Donovan, Nancy Merrill, Steve Schneider, Aaron Simpson, Bill Trought, Ken Morley, Joanna Whitcomb, Dan Kiley and Jeff Kessler, Dan Brand

**Program Committee –**

Joanna Whitcomb, Claire Vannatta

**Personnel Committee –**

Kevin Lee and Peter Gregory, Thain Allan, Claire Vannatta

**Legislative Committee –**

Steve Smith and Larry LeClair

- Proposed At-Large Commission (Peter Stanley) – it was agreed to ask Selectboard who they will appoint Commissioners from New London.
- Proposed Dues for FY14 – **motion was made by Thain/Jeff recommend FY14 dues to be set at \$1.271 per capita a 1.8% increase. Motion passed unanimously.**
- New Business:
  - Letter from the Town of Sunapee – No action but Christine wanted to inform the Executive Committee
  - New Hampshire Association of Regional Planning Commissions legislative priorities – Christine noted that this would be put on the commission agenda for the August 22 meeting.
- Commission Meeting Agenda:
  - Committee appointments
  - New/retiring Commissioners
  - New Contracts to approve
  - USDA to attend to award Solid Waste Grant
  - Overview of Regional Plan

- Housing Comic distribution

**Motion made by Kate/Jeff to adjourn meeting at 6:12pm.**

Minutes prepared by Chris Courtemanche