



Upper Valley Lake Sunapee
Regional Planning Commission

UVLSRPC Executive Committee Meeting
Wednesday, December 4, 2013
UVLSRPC Offices, Lebanon, NH
Approved January 8, 2014

Committee Present:

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

Others:

Christine Walker, staff
Chris Courtemanche, staff

- Chair Larry LeClair called meeting to order at 5:02 p.m.
- **Minutes from October 9, 2013 were approved with a motion from Kate and second from Thain. Motion carried. Jeff abstained since he did not attend the meeting.**
- Legislative discussion - Christine elaborated on the following items:
 - ✓ Potential bill to eliminate Regional Planning
 - ✓ NH Association of Regional Planning Commission – There was discussion at the last meeting to hold a convening of Commissioner's event in spring 2015. Christine asked the Committee if they liked the idea and what they would like to get out of the event. Kate stated that she would like to know what other Commissions are doing; Thain added that it would be helpful to know how others viewed Commissioner roles; Jeff would like to see what other commissions relationship is with their town/city; Kevin suggested that staff/directors facilitate the event.
 - ✓ Discussions regarding UVLSRPC specific issues
 - ✓ Legislative Committee tentative Legislative Gathering January 21 at the Hanover Inn.
- USDA Solid Waste Grant authorization: Christine noted that this will need to be on the agenda for the Commission meeting. Christine provided some background on the grant - Vickie Davis will continue non-toxic education and working with transfer stations.
- Property-Liability Trust – Christine noted the 2015 rates for Property/Liability/Workers'

Compensation Rates which will need to be put in the budget for next year. Jeff suggested that we get another quote from Primex to compare the rates. Christine asked the Committee how they felt about paying membership with New Hampshire Municipal Association (used to be LGC) after some discussion, the Committee agreed that NHMA is an important membership to have and therefore it should be added to the budget for FY15.

- The Core Capacity Assessment Tool (CCAT) organizational assessment: Christine informed the Committee that the assessment was completed and shared the results with the committee. The Assessment revealed that the Commission has increased its capacity to provide services to communities since the last Assessment five years ago. The Commission has improved in many areas include financial oversight, leadership capacity, technology and its ability to respond to staff needs, empower and unify the Commission. Christine will share a summary of the results with the Commissioners at the December 18 meeting.

A motion was made by Kevin to adjourn the meeting and seconded by Thain. Meeting adjourned at 5:55pm.

Minutes prepared by Chris Courtemanche