



Upper Valley Lake Sunapee Regional Planning Commission

Minutes of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC)

Executive Committee Meeting

Wednesday, March 23, 2016

UVLSRPC Offices • 10 Water Street • Lebanon, NH

Approved April 27, 2016

Committee Members Present:

Kate Connolly, Hanover
Peter Guillette, Grantham
Jeff Kessler, Newport
Nancy Rollins, New London
Steve Schneider, Enfield

Others:

Nate Miller, Executive Director
Chris Courtemanche, Administrative Assistant

I. Call to Order

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

II. Minutes of the Meeting from March 2, 2016

Nancy Rollins moved to approve the minutes of March 2, 2016 as amended. Peter Guillette seconded and the motion passed. Kate Connolly abstained.

III. Grant Application Authorizations

- a. EPA Healthy Communities- Project proposal to reduce fine particle air pollution in the region through an education and outreach campaign about proper wood burning equipment and techniques.
- b. USDA Rural Development-Technical Assistance- Waiting for "Notice of Funding Availability" but would be a statewide effort amongst all nine RPCs.
- c. NH Charitable Foundation- Community Grant might provide an opportunity to help with Housing Needs Assessment.

Kate Connolly moved to authorize the grant applications. Peter Guillette seconded and the motion passed unanimously.

IV. Continued Discussion of UVLSRPC Vehicle Lease

Nate informed the Committee that Ford will not lease to a governmental entity like a Regional Planning Commission. Therefore, our remaining option is to lease another RAV 4 with Toyota. Toyota has offered us a new RAV 4 at a price point \$60/month less expensive than our current lease.

Peter Guillette moved to approve a three year lease with Toyota for a new RAV 4. Nancy Rollins seconded and the motion passed unanimously.



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V. Discussion of a Professional Development Request

Nate noted that a UVLSRPC staff member, Meghan Butts, will be doing a Graduate School online program with John Hopkins University studying the Science of Climate Change and its impact on American National Security. Her program will begin May 11, 2016. Nate requested the Committee's permission to allow Meghan to participate at work in her studies for 2 – 3 hours per week.

The Committee agreed that the Commission should allow 2 -3 hours for Meghan to study, but the Committee asked that her capstone project be something that benefits the region.

VI. Other Business

- Nancy Rollins announced that, due to time constraints and new commitments, she will be leaving the Commission later this year. Nancy noted that she will stay on until the Town of New London appoints a replacement.
- Kate Connolly announced that she will be moving to Lebanon in June and therefore, will no longer be a Commissioner representing Hanover.
- Update on 2016 Commissioner Convening – Nate noted that the NHARPC Commissioner Convening will be held on May 12, 2016 from 2:00 pm to 8:00 pm at Lake Opechee Inn and Spa, Laconia, NH. The guest speaker will be Commissioner Victoria Sheehan of NHDOT.
- Nate informed the Committee that he will be speaking at the NH Public Works Association Technical Meeting on March 30, 2016 regarding the statewide "Driving Towards Zero" highway safety program.

VII. Non-Public Session under RSA 91-A:3(a)

At 5:46 pm, Jeff Kessler moved enter into a non-public session. Peter Guillette seconded.

Roll Call vote to enter non-public session

Peter Guillette-yes

Jeff Kessler-yes

Kate Connolly-yes

Steve Schneider-yes

Nancy Rollins-yes

At 6:31 pm, Nancy Rollins moved to exit the non-public session. Peter Guillette seconded and the motion passed unanimously.

VIII. Adjourn

Nancy Rollins made the motion to adjourn the meeting. Peter Guillette seconded. The meeting was adjourned at 6:33 pm.