



Granite State Future
Executive Committee Meeting
October 11, 2012 | 12:30 – 1:30 PM
NH Local Government Center | Memorial Room
25 Triangle Park Drive, Concord, NH 03301

Agenda

- 1. General Updates from Each Region Regarding:**
 - a. Posting to the GSF Website
 - b. Status of Outreach Events
 - c. Next Steps

- 2. Budget Updates**
 - a. Status of budget to date
 - b. Consideration of UNH Survey Center Proposal (RPC)
 - c. Consideration of Forum Proposal

- 3. Technical Advisory Subcommittees**
 - a. Wrapping up Phase I research
 - b. Role during Phase II

- 4. Other Business**
 - a. Public Comments and Questions (10 min. time permitting)





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Meeting Notes - Draft

Members Present:

Mike Tardiff, Central NH Planning Commission
Kimon Koulet, Lakes Region Planning Commission
Cliff Sinnott, Rockingham Planning Commission
Kerrie Diers, Nashua Regional Planning Comm.
Michael King, North Country Council
David Preece, Southern NH Planning Commission
Tim Murphy, Southwest Region Planning Comm.
Cynthia Copeland, Strafford RPC

Members Absent:

Christine Walker, Upper Valley Lake Sunapee RPC

Staff:

Jennifer Czysz, Nashua Regional Planning Comm.
Nate Miller, Upper Valley Lake Sunapee RPC

K. Koulet called the meeting to order at 12:35.

1. General Updates from Each Region Regarding:

J. Czysz reminded all that each RPC should post information about their regional plan to GSF website as soon as possible. It is important that each RPC get their individual web page up. It is important to note that our tech support included with the original contract for the website expires soon (45 days after completion of the site by the developer). The director's requested J. Czysz let them know what the final date is when that tech support expires. Discussion ensued about what to include on each regional site and how to link to individual RPCs existing websites. N. Miller gave an example of how UVLSRPC structured their website.

Additionally, J. Czysz reminded all to post events and meetings to the Google Calendar which will populate the official Granite State Future website calendar. The calendar is used both for monthly reporting and public listing of upcoming events in each region and across the state. C. Copeland noted

that Strafford RPC had cancelled November Open House event, and is instead looking for alternative outreach efforts, one such that they have identified will be to have surveys on the COAST busses.

Regarding Listening Boxes, the question was asked as to what is the number of comments that is important to reach? Where is working best? T. Murphy noted that SWRPC is using the full fleet of boxes in 7-8 towns at a time then cycling them to other communities – clustering their boxes to minimize travel time obligations on staff. The general thought was that it is not just about the number of responses but also about generating a conversation when placing the box. Regarding the purpose of collecting the anecdotal comments that come from the listening boxes, they are intended to present an introduction to what community members' value as we get started in each region. Having boxes in each community is the essential to ensure each community has an opportunity to provide that insight.

Regarding data entry of comment cards, UVLSRPC has received several cards that while providing great insights, the responses included the use of expletives. What is the policy for editing comments before data entry? Consensus was to ensure all ideas are included without editing. The only exception permitted would be that expletives or statements that are directly harmful to individuals should be removed. UVLSRPC is planning to draft a policy statement. Should this be posted on the website? At a minimum entries that have been edited need to have a note to that effect. NH RSA 91-a is a good reference.

Additional conversation on outreach events and the use of raffles as an incentive ensued. While raffles do help generate interest and participation, they cannot be used as match or be paid for with grant funds. Also discussed were the additional benefits of comment cards. People feel important and valued when asked to share their thoughts; it is empowering when participants know their response will be read by decision makers. For decision makers the online listing of responses is an excellent tool to have direct insight into what their constituents' value.

2. Budget Updates

J. Czysz reviewed the budget status of the Action Media contract and NH Charitable Foundation Grant. As a result of receiving the \$30,000 Charitable Foundation Grant there is approximately \$22-23,000 available to be reallocated depending on balance remaining from NH Charitable Foundation grant funds reserved for food and related costs associated with the Action Media staff trainings. Initial concepts were to expand the support services from UNH Complex Systems and to develop a web based public forum.

The Executive Committee reviewed an overview of the revised web based public forum proposal from the GSF web designer. The new proposal is to develop a forum similar to that created by UVLSRP using Google Maps API and custom script to create a place based forum where participants can drop a pin on the map and make a suggestion for that location, other users can vote thumbs up or thumbs down on the suggestion or propose an alternative. The map based forum would be accompanied by a topic based forum that allowed the same level of interaction for non-place based ideas. A separate interface would be created for each region. The committee agreed to move forward with the \$7,500 proposal. The directors, seeing value in the website beyond the GSF project asked J. Czysz to inquire with the web developer what it would take to integrate into individual RPC websites.

Next the committee returned to the UNH Survey Center proposal reviewed at the last meeting. The committee discussed various combinations of survey length and sample size and the potential costs per region; particularly looking at covering a larger geography sampling at levels that would yield a margin

of error over 6% and having individual regions choose whether to oversample in their own region to achieve a lower margin of error for their own use.

North Country Council stated they did not wish to participate in the survey. Strafford and Upper Valley also may not want to participate. Ultimately there was still no consensus on how to move forward. C. Sinnott will work with staff from a couple RPCs to develop alternative proposals and costs. T. Murphy will inquire with UNH if the RPCs can use broadband funds as well to help split the cost between programs that would all stand to benefit from a comprehensive survey. The survey would need to be carefully constructed to ensure there would be questions applicable to each individual project.

J. Czysz reminded that after deducting for the forum costs, there are funds still available that could be used to help offset a small portion of the survey costs. C. Copeland recommended reserving a portion of the funds for future opportunities that present themselves later in the planning process rather than obligating all funds at this time.

3. Technical Advisory Subcommittees

J. Czysz noted that the TASCs' first phase is winding down. Staff should have full draft submitted by Oct 19th for compilation into the existing conditions and trends assessment to be presented to the Advisory Committee for their additional thoughts and comments. Any final revisions are due by October 30th. The compiled draft will be prepared by mid-November and reviewed by Statewide Advisory Committee at their meeting the last Thursday of November. Given the tight timeframe, it is important that everyone is punctual in their submissions.

All should think about possible next steps and how the TASCs can continue to be available to provide technical support to each of the RPCs in a coordinated fashion as each individually progresses in their plan development.

4. Other Business

The only other business item identified was a recap of a meeting staff had with representatives of AutoDesk to be introduced to their infrastructure modeler software. Those present shared their, or their staff's, impressions of the software package. K. Diers said she was going to ask one of her staff members to download and test drive the software. She would report back at the next meeting. The committee is interested in its potential to aid in scenario planning efforts and compliment visualization techniques.

Seeing no further business or comments from the public, the meeting adjourned at 2:00 PM.