

# STEERING COMMITTEE

## COASTAL RISKS AND HAZARDS COMMISSION

Friday, August 1, 2014

10:00AM-12:00PM

Rockingham Planning Commission –Conference Room

156 Water Street, Exeter, NH 03833

**Attending:** Senator Nancy Stiles (by phone), Senator David Watters (by phone), Representative Chris Muns, Representative Fred Rice, Jennifer Gilbert, Sherry Godlewski, Cory Riley, Ann Scholz, Cliff Sinnott, and Roger Stephenson.

**Others Attending:** Julie LaBranche, Rockingham Planning Commission.

Commission Chair Cliff Sinnott began the meeting at 10:15 AM.

### 1. Approval of Minutes from June 11 and 18, 2014 Meetings

A motion by Representative Rice was made to accept the Committee's minutes of July 11, 2014. The motion was seconded by Representative Muns. All approved.

A motion by Cory Riley was made to accept the Committee's minutes of July 18, 2014. The motion was seconded by Ann Scholz. All approved. Senator Stiles abstained.

### 2. Workgroup Membership, Process Guidelines, Initial meeting and assignment(s)

The Committee discussed the self-nominations to the workgroups that were done at the last Commission meeting. Sherry Godlewski suggested that someone from the Great Bay National Estuarine Research Reserve should be on the Great Bay working group. Chairman Sinnott stated that the list of Commission members that were nominated to each workgroup can be brought back to the Commission for adjustments.

The Committee discussed alternates' and non-Commission members' participation in the workgroups. The Committee agreed that each entity gets one vote whether it is by the Commission member or, in their absence, by their alternate. Non-commission members will have no vote and can only listen in or provide information at the workgroup meetings.

Cory Riley drafted guidance and goals for the workgroups. She also developed a template based on a recommendations table in the Flood Commission report, which she then modified to be used for this Commission's final report. The full Commission will be asked to comment on the template. Cory stated that suggested worksheets for the workgroups will also be drafted to help guide their discussions. Cory will email the workgroup guidance that she completed right before this meeting to Senators Stiles and Watters.

At the Commission's August 15, 2014 meeting, the workgroups will elect co-chairs and a clerk. One of the co-chairs should have leadership or facilitator experience along with adaptation experience. Guidance will also be provided on note taking for the workgroup meetings. The Commission discussed the meaning and roles of "co-chairs." Senator Stiles suggested using the terms "chair" and "vice-chair," which everyone agreed with.

In regards to the goals of the Coastal Communities workgroup, Representative Rice suggested changing "climate change" to "coastal risks" and suggested that there be consideration of where we are now. He also suggested changing "vulnerable to or protected against."

Chair Sinnott stated that the workgroups will be organized at the Commission's August 15, 2014 meeting. The full Commission will meet and then break into groups.

Cory Riley stated that the Commission will need to give specific feedback on the workgroup goals and the template.

Ann Scholz states that the DOT developed short, mid, and long-term goals.

Roger Stephenson suggested looking at the goals of the Business and Industry Association's (BIA) strategic plan (for NH) for guidance. He will send a link to the plan following the meeting.

Chair Sinnott stated that someone will have to convene the workgroups until a chair is selected. It was suggested that the legislative representatives will convene the workgroups. Representative Muns will convene the Great Bay communities workgroup. Senator Watters will convene the State Agency/Authority workgroup. Senator Stiles was nominated to convene the Coastal communities workgroup.

Chair Sinnott stated he will be unable to attend the Commission's August 15, 2014 meeting.

Ann Scholz suggested sending an email to members of each workgroup with a list of responsibilities for the election of the chair and vice-chair.

Cory Riley stated she is collecting a list of key resources for the workgroups. She asked the Committee to email her with any additional resources.

Representative Rice stated that each workgroup needs to accomplish something at each meeting.

Following a discussion about setting meeting times and locations for the workgroups, the Committee proposed the third Friday of the month (to keep with the Commission's standing schedule) with the workgroups meeting at sequential times on the same day to allow people to attend more than one workgroup meeting. The Committee discussed the need to hold at least one full Commission meeting in October 2014 to discuss the legislature report due in November 1, 2014.

### **3. Final Comments and Revisions to Draft Report from Science and Technical Advisory Panel**

The Committee discussed the final comments of the Report. The Committee agreed to include the caveat made by Kevin Knutti of the Panel of 3.2mm sea level rise.

Julie LaBranche suggested including both measurements (millimeters and feet) to have consistent units throughout the Report.

Sherry Godlewski summarized her editorial comments. She will send Paul Kirshen a list of items that need to be completed in the Report. She has also been asked to include an article on the Report in the Department of Environmental Services' September/October newsletter. She asked the Committee if she should do so and everyone agreed. She will run the article by Roger Stephenson.

The Committee discussed whether to issue a press release about the Report. Roger Stephenson will draft a press release and will contact Paul Kirshen and Chairman Sinnott for quotes. The press release and a copy of the Report's Q&A will be available at the Commission's August 15, 2014 meeting.

Sherry Godlewski suggested that it was time to disband the Panel. Chairman Sinnott also suggested that the Commission send a letter of appreciation to the UNH President with a cc to the deans of the school. Julie LaBranche suggested sending separate letters to the other Panel members.

A motion by Cory Riley was made to send letters of appreciation. The motion was seconded by Sherry Godlewski. All approved.

#### **4. Revised version of "Question & Answers" on Science Advisory Panel Report**

Paul Kirshen stated he was okay with the Q&A. The Committee discussed some minor changes to the Q&A. One revision discussed was including that no additional original research was conducted by the Panel. Another discussion involved the word "skepticism," which was agreed to be deleted. The Committee thanked Roger Stephenson for drafting the Q&A.

#### **5. Continue Discussion on Communication Strategy for the Commission**

The Committee briefly discussed the legislature report due on November 1, 2014 and how the Commission wants to communicate to others about its work.

#### **6. Agenda and framework for August 15 Commission & initial Workgroup Meetings.**

The following items were discussed to include on the Commission's August 15, 2014 meeting agenda:

- Finalize the Science Advisory Panel Report and Q&A and discuss how to disseminate
- Make any needed membership adjustments to the workgroups
- Determine workgroup's preferred meeting times and a location for the meetings
- Discuss letters of appreciation for Panel and to formally disband the Panel

#### **7. Other Business**

Sherry Godlewski stated that Vicki Quiram wanted to know if it would be helpful for the Committee to meet with Dr. Nancy Kinner from UNH about the Environmental Response Management Application (ERMA), which is a visualization tool that integrates various data and is used as a strategic planning tool. Cory Riley stated it could be useful to the workgroups regarding vulnerability analysis. Sherry suggested the Tides to Storms project as a possible data source to integrate into the tool. Sherry suggested having Julie LaBranche talk with Dr. Kinner first.

Chairman Sinnott stated that the Commission's August 15, 2014 meeting will be the one-year anniversary of the Commission and suggested having the Commission Chair position reaffirmed annually. He stated he will add to the meeting's agenda whether the Commission wants him to continue as Chair or someone else.

**8. Adjourn**

A motion by Representative Rice was made to adjourn the meeting. The motion was seconded by Cory Riley. The meeting adjourned at 12:08 PM.

Meeting notes prepared by:  
Jennifer Gilbert, Commission Clerk