

**STEERING COMMITTEE  
COASTAL RISKS AND HAZARDS COMMISSION**

Friday, March 4th, 2016

**9:00AM – 11:00AM**

**NHDES Portsmouth Regional Office – Room D**  
Pease International Tradeport  
222 International Drive, Suite 175  
Portsmouth, NH

**Draft Minutes**

**Attendance:** Cliff Sinnott, Cory Riley, Jennifer Gilbert, Ann Scholz, Steve Couture (until 9:30am), Sherry Godlewski, Senator Watters  
Others attending: Kirsten Howard, Nathalie Morison, Julie LaBranche

**Draft Minutes**

1. Call to Order

Cliff called to order at 9:15am. Determined that there is a quorum of 6.

2. Approval of Minutes from January 4th, 2016 Meeting [5 min] (*Attached*)

A **motion** to approve was made by Senator Watters. Motion was **seconded** by Sherry Godlewski. Sinnott asked for discussion. None.  
SO VOTED.

3. Report Update

- a) Kirsten and Nathalie described the final edits incorporated into the adopted Draft
  - Many small changes
  - Julie made a correction: building height is not in regulation/building codes: standards, so it would be in zoning. Change that on page 18. Change codes to “standards”
  - Changed new construction definition
  - Added communications paragraph
  - Added sentence about population migration
  - No regrets definition
    - Senator Watters suggested a change to “even at the lowest scenario”
  - General guidance section: changed federal and other state guidance, moved to appendix
    - Cliff offered that the group may want to add a couple paragraphs eventually.
    - Senator Watters commented that we don’t need to narrate. We’re foregrounding what we’ve decided to do.
    - Cory commented that this makes sense to her. We should read it and see what the public comment says.
    - Nathalie observed that the previous approach seemed to be defending the guidance before the report states that the guidance is. You can reference it in the appendix if someone questions it.
    - Julie suggested emphasizing the appendices stylistically, could hyperlink.
    - Kirsten and Nathalie will Ask Tricia to hyperlink appendices
  - CC2 Action b) Added communication action to recommendations

- Julie noted that we state: improvements to existing communications systems—even though a lot of them are being replaced with different systems now, so need to include new technologies—“improvements to communications systems”—delete “existing”
- BL2 Action c) took out provide technical assistance, applies to municipal structures and private development
  - Senator Watters noted that “site-specific” needs a hyphen
  - Cliff point out that we need to copy wording re substantially damaged structures below
- On page 8: sea-level rise pie chart doesn’t have a reference, should reference the figure in the STAP
- Removed some of the extra text/science in STAP guidance section
- b) Formatting and Graphics editing
  - Tricia will put the document in layout in Adobe Illustrator, will export it back into Word
  - Reformatted version back from Tricia on March 11
- c) Report distribution after March 18 event
  - Nathalie will look into memo to justify not printing through graphic services
  - Printing: 90 copies, hard copies to town hall and libraries (34), 200 copies
    - i. 2 phases of printing
    - ii. Phase 1: Let’s do ~125 (Brown’s and libraries and town halls)
    - iii. Phase 2: Decide later
    - iv. Need a one page flyer that sends people to the website, bundle with STAP 2-pager
      - Watters: STAP 2-pager is so useful
      - Tricia: clip out the Executive Summary for public comment
      - May do something different for hearings later
  - Watters asked if it would make sense to distribute to folks who get interim reports. Members of policy committees?
  - Eventually will do a STAP 2-pager version of the Executive Summary
- d) Public comments: Receiving, recording and responding
  - Cliff: Distribution on website, town halls, and libraries
    - i. What about pushing that out to other organizations? Yes through member contact lists
    - ii. If we get national organizations and press reflecting what we’ve done back to NH, UCS, TNC might run with this, NY Times, Boston Globe, WAPO—might be a chance they’d want to pick it up, maybe NPR, NextGen Climate
- e) Nathalie update on Communications Team
  - Discussed Email announcement for March 18
  - Watters: Are we wanting press on March 18?
    - i. Mary Kate noted in the full Commission meeting that the press will pick this up, so we should have a press packet
    - ii. Decided to email materials, embargoed report to a media list, press availability at 11:30 on March 18
    - iii. Sherry will check in with Jim Martin
    - iv. Watters mentioned that the Business industry association is doing an event on 11/13-14 at Mt. Washington; contact Jim Broche? Should we have climate change be an event?
    - v. Matt Mowry for business NH might write something

#### 4. Final Planning for March 18 Release Event at Brown’s

- a) Invitations

- a. Should anyone else be invited? Cliff will invite members of the STAP.
- b. Invite Chris Sununu from G&C
- c. Agency reps should forward the invitation
- d. Cliff will send a follow up to the Commission to let them know they're invited. Should it be publicly noticed?
  - i. Quorum of Commissioners
  - ii. Do public notice, it is a meeting, agenda will be approval of minutes and presentations.
- e. Sherry: Do we know the capacity of Brown's?
  - i. Probably worth checking. We do have an RSVP.
  - ii. General agreement that it's large enough

b) Agenda; Presentation

- a. Roger sent agenda that looked good
  - i. Agenda
    1. Welcome: Don Hawkins (2 mins)
    2. Senator Watters and Stiles additional welcome and acknowledge other legislators (5 mins)
    3. Overview of process and report--Cliff (15 mins)
    4. Moderated panel by Senator Watters: Commission members perspectives (6 people, 5 mins each) Phil W, Steve B, Sen. Stiles, Sen. Watters, Kevin Nyhan, Jon Kipp
    5. Questions & Answer (15 mins)
    6. Chowder & Press availability
- b. Role for other legislators? Sen Watters and Stiles will acknowledge other legislators.
- c. Senator Watters volunteered to moderate the panel

5. Outreach/Communicatons Update

a) Legislative Briefing (early April)

- a. Watters; Legislative forum: St. Paul's Church
  - i. week of March 21 is crossover but they are booked.
  - ii. No House schedule for early April yet
  - iii. No House session day—doesn't work well
  - iv. Should be a Wednesday
  - v. Maybe not the first Wednesday in April
  - vi. Second or third Wednesday of April
  - vii. Watters will have aide check availability
  - viii. Two tracks: dealing with individual bills, this event would help, but the process of dealing with committees—Watters has to do that one on one
  - ix. Purpose: give a bunch of House representatives who are kind of interested in the topic a chance to hear about the report, invite House legislators
  - x. Watters and Stiles give short intro and then Cliff does 15-20 minute briefing, time for questions
  - xi. Mechanism for notifying would be through regular calendar process.
  - xii. Is it a lunch?
    1. Roger is looking for funding for lunch. Follow up with Roger.
    2. Cory could bring an estimate to the Stewards.

b) Community/Regional meetings (May-June)

- a. Nathalie working with GBNERR on dates
  - i. One in May and one in June

- ii. Hugh Gregg week of June 13, 2016 is open
- iii. Julie is working with Hampton Falls meeting hall for May 23 and May 25: 6-7:30pm
- iv. Is it a hearing? Or more flexible? Model them after the discussion groups?
  - 1. Sherry: Larger audiences and may need to be managed a bit differently
    - a. Should have RSVPs for people to sign up. Add RSVP to email announcement
    - b. Need to anticipate some people just showing up.
    - c. GBNERR: evening of June 7 is open
- c) Stakeholder group meetings
  - a. Cliff suggested that we do targeted outreach to specific groups that could include Stormwater Coalition, beach Commission, Chambers
  - b. Cliff suggested that we give the Commission members the task to go to other groups, maybe we send an offer
  - c. Sherry suggested that we make it a part of any outreach we do between now and end of comment period, CAW workshop, etc.
  - d. Cory liked idea of putting together basic slides with notes, share with Commission members ahead of time
  - e. Kirsten offered to tweak the PPT once Julie sends talking points and will add note on website about presentation offer

#### 6. CRHC Schedule Review & Update: detailed schedule – February to December 2016

- a. When will the next full Commission meeting be? July?
  - Kirsten and Nathalie won't be here.
  - Julie and Cliff would compile comments and summarize.
- b. September 16 meeting would be approval of final report.
  - Senator Watters suggested that the next Commission meeting is to approve the report with comments included. Steering Committee does the bulk of the work.
  - Sherry suggested a round up meeting in June
  - Nathalie suggested that in August we show suggested changes.
  - Decision was to have Commission meeting in August.
- c. Cliff: follow up invitation will announce short term plan for meetings. Cancel April and May meetings.
  - Ann asked if the Steering Committee will keep meeting.
    - i. Consensus was yes.

#### 7. Other Business

No other business

#### 8. Adjourn

Adjourned at 11:10am.