

LAC APPOINTMENT AND REAPPOINTMENT PROCEDURES

APPOINTMENT PROCEDURES:

*If a Local River Advisory Committee has not yet been established for a newly Designated River, the Rivers Coordinator and/or staff will contact participating river communities and request a list of viable nominees.

If you know someone would like to be appointed to an LAC that is established, then you must:

- 1) Contact the town office of the municipality you wish to represent, and request a nomination from the Board of Selectmen (BOS). The BOS will then fill out the LAC Nomination Form (download at: http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nomination_form.pdf). You may either give the form to the town administrator or elect to mail or fax both forms to the Rivers Coordinator.
- 2) Fill out the LAC Nominee Questionnaire (download at: http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nominee_questionnaire.pdf) completely and either submit it directly to the town administrator or the Rivers Coordinator at:

ADDRESS:
Rivers Coordinator
29 Hazen Drive
Concord, NH 03302
FAX: 603-271-7894

When your paperwork has arrived at DES, it will be processed and sent to the Commissioner for approval. You will then receive a letter in the mail letting you know whether or not the reappointment has been approved.

REAPPOINTMENT PROCEDURES:

- 1) Let the Chair of your LAC know you would like to seek reappointment. The Chair must agree. Contact your town's BOS, and request to be re-nominated. The BOS will then fill out the LAC Nomination Form (download at: http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nomination_form.pdf). You may either give the form to the town administrator or elect to mail or fax both forms to the Rivers Coordinator.
- 2) Fill out the LAC Nominee Questionnaire (download at: http://des.nh.gov/organization/divisions/water/wmb/rivers/documents/nominee_questionnaire.pdf) only if you have had a change of address, phone number or email address. Submit it directly to the town administrator or the Rivers Coordinator at:

ADDRESS:
Rivers Coordinator
29 Hazen Drive
Concord, NH 03302
FAX: 603-271-7894

When your paperwork has arrived at DES, it will be processed and sent to the Commissioner for approval. You will then receive a letter in the mail letting you know whether or not the reappointment has been approved.

In the interest of saving paper and time, this process will be entirely electronic in the near future, and there will be no need to submit paper copies to DES.

Note: If your term has expired, and you are in the process of seeking reappointment, you may still play an active role in the LAC as long as the Chair approves your involvement. The date your term will expire will be included in the reappointment letter.