Municipal Management Association of New Hampshire

(MMANH)

Executive Board Minutes

April 21st, 2023

The MMANH Executive Board met on April 21st , 2023,at the Common Man restaurant in Ashland NH. In attendance were President Todd Selig, First Vice President Naomi Bolton, Secretary Ken Robichaud, Treasurer Matt Scruton Member, at Large Rick Sawyer, Past President Scott Dunn, and Executive Director Walter Johnson.

Excused- Second Vice President Joe Devine

Members present included, Ryan Heath, Neil Irvine,

President Todd Selig called the meeting to order at 11:33 am.

The minutes of the MMANH meeting from March 17th, 2023. A motion was made by Scott Dunn and seconded by Ken Robichaud to approve the minutes. The motion passed 6-0.

**Treasures Report**-A brief Treasurer’s Report was provided at the meeting by Executive Director, Walter Johnson as Matt Scruton arrived late to the meeting. The Association checking account had $4,706.70 and the Municipal Revenue Account has $94,761.80. The balance in both checking accounts is $99,468.50. There was a question on moving some funds into a savings type of account with a higher yield of interest in which President Selig asked Treasure Matt Scruton if he felt comfortable moving funds into and what amount he would be comfortable with, Matt Scruton replied up to $50,000.00 or so. The board was comfortable with that number.

Scott Dunn/Naomi Bolton motioned to accept the treasures report, motion passed 6-0.

Walter discussed the new members report.

Rick Sawyer and Todd Selig discussed the ICMA Regional Conference that was held in Burlington Vermont. Sessions were not much information given but there was good networking opportunities between the attendees of the conference.

**Fellow Program Update**- the program is moving forward, have had some zoom meetings with the partnership, they found that they had to up the hourly wage to $25.00 per hour for the fellow. But since there was only one applicant they felt that this would be alright. The host city is Lebanon for this particular person as it is not a too long of a commute.

**MMANH Conference**- the Conference was discussed, in which the dates of the Conference will be held are June 21st – June 23rd and it will be held in North Conway at the North Conway Grand Hotel. Some of the activities will be golfing, shopping, and a ride up the Cog Railway to the top of Mt. Washington. 40 seats will be reserved for attendees and spouses for the trip up they mountain. Some of the program highlights will be on Wednesday a legal session, Wednesday night a get together, Thursday morning is a Primex training session, Thursday afternoon will be a presentation with Community Power on Power Agreements for Communities, Thursday evening will be our social hour with dinner, and Friday Carl Webber will have a morning training. All meals will be at the hotel throughout the conference. Hotel rooms are $159.00 per night.

**Upcoming Executive Meetings**- May will be a zoom meeting, June will be at the Conference, July there will be no meetings, August will be held at the Eversource Emergency Storm Center. September will be via zoom.

**Bylaws Review**- Rick Sawyer reviewed some of the bylaws and suggested that we put this on hold for now.

There was discussion on having a handbook for Administrators, Todd Selig had sent out in April a Handbook 101 from the ICMA group and that was briefly discussed. Ken Robichaud brought up the discussion of a Mentorship type of program if a new Administrator needed some guidance on issues they could reach out to a more seasoned Administrator for guidance. For example,

When he came over from the County side he was mentored by Bill Hermann who was a great help to him at that time. The group will bring this up in the fall time frame for more discussion.

NHMA has asked MMANH if we would be a co-sponsor at this year’s NHMA conference. The Executive Committee will bring this up at the May meeting.

ICMA NE Regional Director Patricia Vinchesi spoke about the 4 coaching programs at ICMA which are similar to a mentorship program. Patricia also announced that she will be retiring, and Bill Fraser from ICMA will be at the next meeting. President Selig spoke highly about Patricia and all that she has done to help with MMANH after this everyone congratulated Patricia on her retirement.

Motion to adjourn by Todd Selig, seconded by Scott Dunn, all in favor motion passed 7-0.

The meeting adjourned at approximately 12:20.