



# Municipal Management Association of New Hampshire

*"Public Betterment through Professional Management"*

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## Municipal Managers Association of New Hampshire

### MINUTES - Executive Board Meeting

February 16, 2018 11:30 AM

Attendees: Elizabeth Fox, Walter Johnson, Laura Buono, Thomas Aspell, Jr.,  
Christine Trovato, Karen Anderson

Excused: Julie Glover

Meeting called to order by Elizabeth Fox at 11:30 AM.

1. MINUTES: Laura Buono made a motion to approve the January 19, 2018 minutes, second by Christine Trovato, and approved unanimously.
2. MONTHLY FINANCIAL REPORT: Karen Anderson made a motion to accept the Treasurer's Report as presented. Seconded by Laura Buono, and approved unanimously.
3. PROPOSED MOVE TO QUICKBOOKS – Ashley and Judith P. from NHMA joined the Board to request permission to transfer the MMANH financial records from Excel into Quickbooks to improve efficiency and reporting ability. The Board supported this effort and appreciated the efforts being put forward by NHMA staff on our behalf.
4. FELLOWSHIP PROGRAM 2018 – Carlos has been leading this program for many years and it is hoped that he is willing to continue in this role. If he is unable to do this, the Board will see if he can train a new person to continue. The Board agreed that we should promote the program more to municipalities to apply to host an intern. The application process will be extended to college Junior and Seniors studying Political Science or Government as well. The past few years the applicant pool has been very small.
5. UPCOMING MEETINGS: Laura told the Board that the March meeting will focus on clean Energy, The Paril meeting will be held at Primex and they will determine the topic and the May meeting will be in Concord regarding Construction Management.
6. SUMMER CONFERENCE: Julie will update the Board at the next meeting. The dates of the conference are June 13-15 in Portsmouth.
7. ICMA SCHOLARSHIPS – There were no applicants for the ICMA Regional Conference Scholarships.

8. ICMA REGIONAL DIRECTOR – Beth had the opportunity to meet with the new Northeast Regional Director, Patricia Vinchesi. She is interested in becoming involved with MMANH.

9. ICMA Affiliation Agreement – Karen Anderson motioned to approve the renewal of the ICMA Affiliation Agreement. Seconded by Walter Johnson and unanimously approved.

10. MMANH Website – Karen Anderson will work with Ashley at NHMA to oversee the website and keep it updated.

11. CONFIRMATION ON NEW MEMBERS-

Martha Roy – Newington Town Administrator

Tammy St. Gelais – NHMBB Associate Member

Mark Pearson – Plaistow Town Manager

Greg Colby – Plaistow Assistant Town Manager

Debra Shepard – Thornton Town Administrator

Paula Maville – Lebanon Deputy City Manager

Alicia Jipson – Belmont Assistant Town Administrator

Michael Stark - Allenstown Interim Town Administrator

Walter Johnson motioned that the above new members be approved, seconded by Laura Buono and unanimously approved.

12. LIST SERVE: Non-member participation in the List Serve was discussed as we are getting some questions from Associate Members about their participation with the List Serve. The revised by-laws do not provide for Associate Members to be on the List Serve, although we are finding that some of these need to be reviewed on a case by case basis. a. Tom Aspell motioned that Tricia Vinchesi, ICMA Northeast Regional Director, Judy Silva, NHMA Executive Director and Ashley Methot, NHMA be added to the List Serve. Seconded by Laura Buono and unanimously approved.

There being no other business the Executive Board meeting was adjourned at 12:10 p.m.