Municipal Management Association of New Hampshire

(MMANH)

Executive Board Minutes

January 20, 2023

The MMANH Executive Board met on January 20th, 2023, virtually through Zoom. In attendance were President Todd Selig, First Vice President Naomi Bolton, Treasurer Matt Scruton Member, at Large Rick Sawyer, Past President Scott Dunn, and Executive Director Walter Johnson. Members present included, Michael Branley, Tricia Vinchesi ICMA Northeast Regional Director, among others. Secretary Ken Robichaud Second Vice President Joe Devine were absent.

The minutes of the MMANH meeting from December 16th, 2022. A motion was made by Rick Swayer and seconded by Scott Dunn to approve the minutes. The motion passed 5-0-0

A Treasurer’s Report was not provided at the meeting and no action was taken.

There were no new applications to approve.

Executive Director Walter Johnson provided update regarding the transition of duties from outgoing Executive Director Gail McMahon-Dixon to him over the past few weeks. The change of bank signatures from Naomi to Matt and Scott to Todd has been completed. Some of the updates on the website have been requested through Civic Plus including the change of address. Walter now has in his possession the check book, the Association laptop, records from the past year and a half, and the ones previously stored at NHMA. The Portsmouth PO box will be kept until the end of January and a forwarding order to the 25 Triangle Park Drive Concord address will be submitted.

It was confirmed that the schedule of meetings and events for 2023 will be as follows: Executive Board meetings will be held monthly with the exception of July, full association meetings with programs will be held in February, April, August and October. The annual conference will be held the third week of June and the joint meeting with the Maine Managers Association will be the first Friday on December. Second Vice President Joe Devine is planning the full meeting programs, First Vice President Naomi Bolton is coordinating the June conference and the joint meeting with Maine with the assistance of the Executive Director

ICMA Regional Vice President candidate Steve Fournier will be interviewing before the ICMA selection committee on January 29th.

Todd will be participating in the ICMA quarterly conference call meetings with the other representatives from states in the Northeast region. The next session will be on Friday, February 17, 2023 via Zoom at 10 AM.

Michael Branley has assumed the role of program coordinator for the MMANH Fellows program. Michael provided an update on his efforts so far and is working on a new application and update to the program narrative based on his own experience as a Fellow several years ago. The board discussed the rate of pay for the Fellows believed to be $18.00/hour. The current budget for the wages is $8,000 for the summer, which is the Associations share of the cost. It was also discussed and agreed that the hours and work schedule should be flexible in order to allow Fellows who may need to work other jobs the option to do so. Michael will provide a final draft of the program description, the application, and deadlines next week.

Naomi discussed the possibility of holding the June conference in North Conway this year. She has done some preliminary investigation with a couple of hotels like Fox Ridge. She confirmed the dates will be June 21,22, and 23. More to come in February.

Todd noted that some members have reported some concern with the former ICMA-RC now Mission Square. The issues have to do with payments and lack of communication as part of the transition from the old ICMA-RC platform over to Mission Square. ICMA Northeast Regional Tricia Vinchesi Director noted she had heard of some issues but believes they have been resolved. People with concerns can email them to [asklynneford@missionsq.org](mailto:asklynneford@missionsq.org).

The meeting adjourned at approximately 12:20.