Municipal Management Association of New Hampshire

Executive Board Minutes

January 19th, 2024

The MMANH Executive Board met on January 19th, 2024, via a zoom call. In attendance were President Naomi Bolton, Second Vice President Rick Sawyer Treasurer Matt Scruton, Member at Large Charlie Smith, Past President Todd Selig, Secretary Ken Robichaud, and Executive Director Walter Johnson.

Others Present- Tim Fortier from NHMA.

Jerry Giaimis- ICMA

Absent- First Vice President Joe Devine

President Naomi Bolton called the meeting to order at 11:33 am.

The minutes of the MMANH meeting from December 15th was moved to accept by and seconded to approve the minutes as presented. The motion passed 6-0.

**Treasures Report**-Treasurer’s Report was provided by Matt Scruton. The current balance in the checking account is currently $3,888.72. The amount in the NH PDIP is $68,471.48. We also received a check from NH Health Trust for $15,000.00 in early January. Walter stated that all the expenses from 2023 were in and applied to the budget and applied to the year. Todd Selig motioned to accept the report, seconded by Rick Sawyer, all in favor, motion passed 6-0.

Tim Fortier from NHMA discussed the NHMA annual conference as this was discussed last month. NHMA conference is scheduled for October 30th and 31st for 2024. Naomi discussed with Tim that changing the date may not change the attendance numbers. Ken Robichaud spoke to what the value for MMANH gets with the $5,000 expense that we give. We are a small association of roughly 130 dues paying members and frankly there were not a lot of people in attendance at the Russ Marcoux award dinner. Ken believed that there were more in attendance when the award was at lunch time. Tim stated that he heard from municipal managers that they were looking for an opportunity to network with others. Ken stated that the cost was too steep and was more comfortable with a lower cost and or co-sponsoring with another association. Tim stated that there were approx. 125 or so in attendance. Todd has three thoughts to this expense, the cost of it, what is in it for MMANH, and what is included in the expense. It was decided to continue discussing this at the next meeting.

**New Members:** Jeremy Bourgeois the Troy Town Administrator requested membership, Walter discussed the process of new memberships, Rick motioned to accept, Ken seconded, motion passed 6-0.

**ICMA Update:** Jerry Giaimisgave a brief update of the upcoming conference in Pittsburg, PA. The Planning Committee spent the last 2 days discussing over 500 submissions on presentations

Driving Communities, The Economy, Human Resources ETC. This is the most substantive conference he has planned. The two regional conferences will be themed Technology and A-I related conferences. The April conference will be in Boston, and the June Conference will be in Palm Springs, California. The Fellowship is in full swing and is receiving applications. The learning lab has been launched and available on the ICMA website for webinars. Todd spoke to credential managers and that ICMA should stay away from this as it may leave smaller towns out.

**Meeting and Program Survey:** Rick Sawyer sent out an email requesting any changes to the monthly education meetings. He only received very few responses which were discerning to Rick. He thought maybe send out a survey monkey where we would receive more participation. He received a few requests for meetings- using A.I, and the NH Insurance Division wanted to do something as well. Eversource Operations, and Economic Forecasting. Discussion on using a virtual possibility for training sessions.

**ICMA/MMANH Ethics Tenant #7:** Charlie Smithdiscussed the subject ICMA #7 on ethics with T/A with an elected position in another community in NH. NH is small and we do not have an issue currently. MMANH at this time will continue in doing what we have been doing.

**Annual Conference:** Discussed having the conference at the Ashworth Hotel at Hampton Beach in memory of Jessie Levine. The conference will be held on June 12th-14th. Ken made the motion to execute the contract for the annual conference, seconded by Rick, all in favor, motion passes.

**Executive Directors Report:**

Manager/Administrator 101program development is moving forward with Margaret from NHMA and Ty Gagne of Primex to help with establishing this program. We will meet at Primex on February 5th at 1pm to discuss this in more detail.

**Website development** is moving forward with putting more information on it as well as on the member only page. A member should have a password to enter the member only page.

**Annual Dues:** Annual dues should increase as we have been subsidizing the education lunches as well as other things that we have been doing with the membership. The current dues are $110.00 per year, we are considering an increase of $40.00 to $150.00 per year, which will include the lunches at the education sessions. Ken made a motion to approve the increase of the annual dues, seconded by Matt, all in favor, motion passed.

**Newsletter:** Walter sent out a digital newsletterwith information on differentareas of MMANH to Naomi for her comments, Naomi wanted to send it out to all board members for their individual comments. This will be a seasonal newsletter to all members.

1. Reports and Updates
2. Upcoming Meeting Schedule and Programs
3. February 16, 2024 – E Board Meeting and Program
4. March 15, 2024 – E Board Meeting
5. April 19, 2024 – E Board Meeting and Program
6. May 17, 2024 - E Board Meeting
7. June 12 -14, 2024 Annual Conference Ashworth Hotel Hampton Beach
8. Fellowship Program Update- all the information for this is on the MMANH website which the deadline is March 8th, 2024.

**Other Business:**

1. Jon Fredricks**,** Jaffrey Town Manager, discussed the planning of the ICMA Conference as he is our representative. The Conference starts Saturday Sept. 21 and runs through Sept. 25th. It will be held in Pittsburg; Pa. and the opening night will be at the Pittsburg Pirates Stadium. There will be many educational opportunities during this conference.
2. Naomi reported she met with Shaun Mullholland and Margaret Brynes regarding women in leadership The Board supports a program to support this initiative.

**Adjourned at 1:28pm**

**Upcoming Meetings:** The next meeting will be February 16th @ 11:00 at Primex.