

Municipal Management Association of New Hampshire
(MMANH)
Executive Board Minutes
October 21, 2022

The MMANH Executive Board met on October 21, 2022, in person at 25 Triangle Park Drive in Concord, New Hampshire with President Scott Dunn opening the meeting at 11:35 am. In attendance were President Scott Dunn, First Vice President Walter Johnson, Second Vice President Todd Selig, Secretary Joe Devine, Member at Large Matt Scruton Past President Thomas Aspell and Executive Director Gail Dixon-McMahon. Treasurer Naomi Bolton entered the meeting at 11:45 am. Members Laura Buono, Crayton Brubaker, Beth Galperin, Shaun Mulholland, Ken Robichaud, David Salois and Rick Sawyer were present.

A review of the minutes for the meeting on May 20, 2022 and September 16, 2022 were reviewed. Tom Aspell made a motion to approve the May 20, 2022 minutes as submitted. Matt Scruton and Joe Devine abstained from voting as they were not in attendance at the meeting and the motion passed. Tom Aspell made a motion to approve the September 16, 2022 minutes, seconded by Walter Johnson. The minutes of September 16, 2022 were approved unanimously.

The discussion then moved to the proposed budget item. Tom Aspell made a motion to add \$3,000.00 from the fund balance to revenues and present the proposed budget to the membership with changes at the annual meeting. Walter Johnson seconded the motion and it was approved unanimously.

Membership and Listserve cancellations were then discussed. After careful consideration, it was determined the cutoff date for cancellation of membership in the future would be May 15th of each year after sending out reminder notices. Additional dues statements should include the reminder that membership goes with the individual and not the town/city/county. A motion was made Tom Aspell and seconded by Walter Johnson to use the date of May 15th for cutoff of membership if dues have not been paid, to require reinstatements be paid for the full membership dues and delete from list serve and write off outstanding dues for those individuals who have been verified they are no longer working for a municipality or have retired. The motion passed unanimously.

Treasurer Bolton then entered the meeting at 11:45 and distributed the Treasurer's Report for the month of August and September and provided a report to those present.

President Scott Dunn shared that Executive Director Gail Dixon-McMahon would be resigning and indicated his willingness to entertain a motion to accept the resignation in order to begin the replacement process. Tom Aspell made a motion to accept the resignation and authorize President Scott Dunn to advertise for the vacancy. The motion was seconded by Joe Devine and the motion was approved unanimously.

Additional discussion ensued with respect to the Association's mail since it is currently going to Portsmouth, NH. Walter Johnson suggested using the address of NHMA or Health Trust. President Dunn indicated he would have the necessary conversations to determine the possibility of switching addresses.

President Dunn then turned the conversation to upcoming board vacancies. Walter Johnson indicated he did not wish to be president as he has served in the role a number of times and Tom Aspell will be leaving as Past President. Ken Robichaud was recommended by Scott Dunn to serve as Secretary. Ken Robichaud agreed to serve in the capacity of Secretary. Rick Sawyer agreed to serve as Member at Large.

Tom Aspell made a motion which was seconded by Joe Devine to put forth the following Board recommendations to the membership at its annual meeting:

Todd Selig, President
Naomi Bolton, First Vice President
Joe Devine, Second Vice President
Matt Scruton, Treasurer
Ken Robichaud,
Rick Sawyer, Member at Large
Scott Dunn, Past President.

The motion was approved unanimously.

President Scott Dunn noted there were not any By-Laws amendments to present at the membership annual meeting. Shaun Mulholland reiterated the value of the ICMA platform and indicated he would present the idea at the annual membership meeting.

A concern has arisen that associate members are not always provided with communications. Walter Johnson indicated this issue has come up previously because associate members are not part of the list serve. While discussions have occurred on making associate members part of the list serve it was determined previously that associate members, some who do not work for the city/town/county, should not have access to the list serve. However, the announcements should be posted on the website to which all members have access.

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A motion was made by Walter Johnson and seconded by Tom Aspell to appoint Michael Branley as MMANH Fellowship Program Coordinator. The motion was approved unanimously.

Matt Scruton made a motion which was seconded by Joe Devine top approve Daniel Bromberg's membership application. The motion passed unanimously.

The next meeting is the Annual Meeting held in November.

The meeting ended at 12:17 pm.