

NEW HAMPSHIRE MUNICIPAL MANAGERS ASSOCIATION ANNUAL MEETING

November 16, 2006
Radisson Hotel, Manchester

Board Present: Julia Griffin, President; Sue Desruisseaux, 1st Vice President; John Scruton, 2nd Vice President; Jessie Levine, Secretary/Treasurer; Steve Fournier, Junior Member-at-Large; Jim Pitts, Past President.

Board Absent: Richard Bates, Senior Member-at-Large; Jill Collins, Member-at-Large Nominee.

Members Present: Dennis Pavlicek, Donna Nashawaty, Gregg Mandsager, Russell Dean, Russ McAllister, Dana Hadley, Pam Brenner, Peter Joseph, John Andrews, Keith Hickey, Dave Caron, Russ Marcoux, Barry Cox, Jo Ann Klatskin (PDIP), Sheila St. Germain (NH Bond Bank), Karen Anderson, Carol Granfield, Jon Steiner, Walter Johnson, Al Dixon, Eric Small, Tom Mahon, Bill Prokup, Paul Deschaine, Mike Farrell.

Also Present: Jean Shankle, Beth Shankle, Dianna Fogarty, Barry Walker, Tom LoPizzo, Mel Dubnick (Professor, UNH MPA Program)

Julia Griffin convened the meeting at 9:45 AM. After opening remarks, Julia noted the recovery of Keith Hickey and asked managers for a moment of silence in memory of Dan McKeever, former Laconia manager who passed away this year. Members shared memories of Dan's kindness, good humor, and political astuteness.

- **Treasurer's Report:** Jessie reported that finances are in good shape. We started the year with a cash balance of \$53,698 and as of the end of October had just over \$58,000, with some training payments outstanding. The Board has voted to spend down some of the balance by providing training to members. Jessie thanked the affiliate staff at LGC for their assistance in making payments and keeping the books updated.
- **Nominating Committee Report:** Julia read the slate of officers proposed for 2006-2007:

Sue Desruisseaux, President
John Scruton, 1st Vice President
Jessie Levine, 2nd Vice President
Richard Bates, Secretary/Treasurer
Steve Fournier, Senior Member-at-Large
Julia Griffin, Past President
Jill Collins, Member-at-Large Nominee

Dave Caron moved to approve the slate of officers, Russ Marcoux second. No (serious) discussion, and the motion was unanimously approved. With motion approved, Julia stepped down as president and Jim Pitts stepped down as Past President. Sue Desruisseaux took the podium and presented Julia with a gift of a massage at the Inn at Mills Falls.

- **Bylaw Amendments/Code of Ethics:** John Scruton explained that NHMMA members have been invited to the Maine ethics workshop in Hampton, NH on December 1 and conducted by ICMA staff Martha Perego. NHMMA contributed towards the cost of training.

John Scruton explained that the ethics committee reviewed the process of adopting the ethics guidelines for the association. At NHMMA's October meeting in Londonderry, the membership voted to remove the guidelines from the ethics code, but keep the tenets of the ICMA code. Jessie reviewed the remaining by-law changes, including the adoption of indemnification language and a conflict of ethics provision.

Pam Brenner moved to adopt the proposed bylaw amendments and code of ethics as presented; Dave Caron seconded the motion. Some discussion followed about Tenet 7 and serving as elected officials. Pam Brenner amended her motion to waive the ballot by mail requirement, seconded again by Dave Caron. The amended motion and the original motion were unanimously approved by greater than two-thirds vote, which eliminates the need for a mailed ballot.

- **On-Line Training:** John Scruton invited Jean Shankle of Aretao to explain the on-line training course paid for by NHMMA on behalf of members and staff. Her husband, Dean, is in the country of Muldova giving a similar presentation. Jean presented a handout about the on-line training. Sue said each community can decide which 10 members of the staff or elected officials should participate. John said this would contribute towards the credentialed managers' 40-hour requirements.
- **Meeting Schedule:** Sue opened a discussion about the monthly NHMMA meeting schedule and whether there should be a meeting the week following the ICMA conference. No one moved to add a meeting in October, so Sue summarized that meetings would be held in January-May, conference in June, a meeting in September, and the annual meeting in November. At future LGC conferences, affiliate groups' annual meetings will all happen at the same time to avoid conflicting schedules. John noted that \$11 will be refunded to members who prepaid for 7 meetings in 2006. Sue asked for ideas for training sessions. Topics already discussed include: retirement system, interacting with media. Dave Caron suggested the new legislative leadership. Julia also suggested that the Maura Carroll recommended a meeting between managers and legislators, and suggested that become the January topic. Also joint GFOA/NHMMA workshop that included OPEBs. Pam suggested a program on next generation strategy.

- **State Franchise Agreement:** Sue said Maura Carroll of NHMA is looking for 5-10 members of NHMMA who have negotiated a franchise agreement to participate in a committee looking into a statewide franchise agreement. Sue asked for volunteers, and the following raised their hands: Russ McAllister, Steve Fournier, Donna Nashawaty; Dave Caron recommended Londonderry's cable director, and Russ Marcoux recommended Karen Anderson, Derry's cable manager.
- **ICMA Northeast:** Julia announced that the ICMA Northeast Regional Summit is in White Plains, NY, in March 29-30, 2007. Pam encouraged everyone to go, especially members of the board, because that is when the ICMA vice president nominations are discussed. Pam said NH is on the leading edge of women involvement with management.
- **NHMMA June Conference:** John announced that ICMA workshop leaders Peter and Susan Glaser would be presenting workshops on conflict and communication at the NHMMA's June conference, June 21-23, 2007 at the Portsmouth Hilton. John thanked John Bohenko for his assistance in gaining a competitive rate at the hotel.
- **Credentialing:** Carol Granfield gave an update on the credentialing advisory board and thanked NHMMA for the Australia exchange trip in May. There are 17 credentialed managers in NH; recruitments are starting to highlight requirements to be credentialed. Internationally there are 927 credentialed managers. Carol explained self-assessment exams from ICMA and encouraged managers to go through the process.
- **NHMA/MAC:** Dave Caron reminded those present of the NHMA Annual Meeting at 3:30 PM today and the MAC meeting immediately following.

Meeting adjourned at 11:00 AM.

Respectfully submitted,

Jessie Levine
Secretary/Treasurer