



New Hampshire Municipal Management Association

"Public Betterment through Professional Management"

President

Jill Collins
Town Administrator, Hinsdale
(603) 336-5710 X11
hinsdale.nh@myfairpoint.net

First Vice President

Russell Dean
Town Manager, Exeter
(603) 778-0591
rdean@town.exeter.nh.us

Second Vice President

Elizabeth A. Dragon
City Manager, Franklin
(603) 934-3900
citymgr@franklinnh.org

Treasurer

J. Michael Joyal, Jr.
City Manager, Dover
(603) 516-6023
m.joyal@doover.nh.gov

Secretary

Carlos Baía
Deputy City Manager –
Development, Concord
(603)225-8595
cbaia@onconcord.com

Member at Large

Donna Nashawaty
Town Manager, Sunapee
(603)763-2212
donna@town.sunapee.nh.us

Past President

Steve Fournier
Town Administrator, North
Hampton
(603) 964-8087 X2222
sfournier@northhampton-nh.gov

Executive Board Meeting

Conference Call

August 18, 2011

1:00 p.m.

(DRAFT—UNAPPROVED MINUTES)

In attendance: Jill Collins, Russ Dean, Mike Joyal, Carlos Baía, Donna Nashawaty, Steve Fournier

Absent: Elizabeth Dragon

Meeting called to order at 1:05 p.m.

Minutes of the May Executive Board Meeting

Ms. Nashawaty took minutes but she was not yet on the call when this item was raised.

No action.

Financial Report

Mr. Joyal summarized the financial report. He indicated that the Association is approximately \$5,000 ahead of where it was this time last year.

ICMA Conference 2011—Primex Sponsorship

Ms. Collins indicated that Primex has committed to donating \$1,200 for the Association's Monday night dinner in Milwaukee. She indicated that Russ Dean was working with Christian at LGC to produce the drink tickets.

NHMMA Conference 2012

Ms. Collins sought feedback from the Board regarding the survey results from this year's conference. She noted that the members seemed to favor Seacoast locations. Mr. Fournier explained that he found that members liked the Mountain View but many would still prefer to go back to the Seacoast in the future.



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Ms. Collins suggested alternating the conferences with one year in the north and another on the Seacoast.

Ms. Collins felt that the Hilton in Portsmouth was superior to the Sheraton in the same city for a possible conference location.

Mr. Joyal inquired as to whether the conference could be jointly hosted by Maine or Vermont with NHMMA and held in one of those states. Mr. Fournier noted that Vermont has a different approach to their annual conference that would not make this viable.

Russ Dean and Donna Nashawaty joined the meeting at this point.

Mr. Dean felt that a Seacoast location was also convenient in that a number of the managers could still be close enough to their communities to come and go.

Mr. Dean suggested that the Board create a program sub-committee that would be comprised of a cross-section of managers/administrators from across the state.

Ms. Nashawaty recommended asking for volunteers for this sub-committee at the November Annual Meeting.

NHMMA By-Law Changes

Proposed changes were discussed. Mr. Baía agreed to make the changes and circulate a draft document for the Board's review.

Mr. Baía also indicated that he was not aware of the Association having an ethics violation enforcement procedure although it is required in the by-laws. Mr. Baía had provided the ICMA procedure as a starting point for discussion. Ms. Collins suggested that this item be added to the October meeting agenda.

ICMA Conference 2013

Prior to this discussion, Mr. Fournier suggested that Mr. Dean send out an email to the membership to determine who is attending this year's ICMA conference so as to get a count for the Monday night dinner.



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Mr. Fournier indicated that the 2013 Planning Committee was working to secure speakers. The Committee is still seeking a donation from NHMMA. Mr. Fournier stated that Maine is contributing \$7,500. He felt that the higher the contribution, the greater the likelihood of more tours being directed to the state.

Mr. Fournier explained that non-ICMA sponsors would not be allowed to have any advertising as part of the conference which could dampen efforts to raise funds through local businesses.

Mr. Joyal indicated that based on the Association's current financial status, a \$5,000 contribution might be viable. Mr. Fournier felt that the NHMMA's contribution would have to be equal to or greater than Maine's.

Ms. Collins mentioned that many NHMMA members don't attend the ICMA conference due to its high cost. Mr. Fournier noted that the Planning Committee is willing to waive a day's registration in exchange for an NHMMA member volunteering during the conference.

Mr. Baía explained that he had suggested that we cancel the 2013 NHMMA conference and use the potential sponsorship dollars from that event toward the contribution to the ICMA conference but the sponsorship prohibition is problematic.

Mr. Joyal suggested that the Association could still seek sponsorships from NH businesses and invite them down to the NH dinner at the conference. In this fashion, they would still receive their recognition. Ms. Collins also recommended using the sponsorship dollars to reduce the cost of attendance at ICMA for the membership.

Mr. Joyal felt that perhaps, in this fashion, NHMMA could contribute up to \$10,000.

Mr. Baía asked when the Planning Committee needed the money. Mr. Fournier felt that it could be sent in 2013 or NHMMA could consider splitting the contribution into two \$5,000 installments, for example.



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Ms. Collins recommended bringing this matter before the membership in October. Mr. Fournier agreed and will seek to provide more information by then.

Fellowship Update

Mr. Baía summarized this year's student placement.

Ms. Collins asked if a follow-up or exit survey had ever been done of the interns or the municipalities. Mr. Baía responded that he had issued one informally in the past but admitted that this was one element of the program that could be strengthened.

Mr. Joyal advised the Board that the on-going legal and media situation with LGC could threaten the future viability of the fellowship program. The loss of the LGC sponsorship would be significant. Mr. Baía agreed that it would have an impact—particularly if the program were to lose its back-office support—but noted that it could be scaled back to just one internship if the financial support from LGC were to go away.

Mr. Joyal questioned whether the NHMMA would be caught up in the LGC predicament. He was particularly concerned as to whether the funding from LGC to NHMMA was clearly separated from the other services at LGC currently under scrutiny. Mr. Fournier indicated that there was a written agreement between NHMMA and LGC that formally delineates the separation.

Program for the LGC Conference

Ms. Collins asked whether NHMMA would like to regularly have a session at the annual LGC conference. Mr. Fournier felt that a session on whether a manager form of government is right for a community was valuable. However, he recommended that it be led by local managers/administrators rather than bringing in an outside paid speaker.

Ms. Collins recommended that Elizabeth Dragon be updated on where the Board stands in terms of what it would like to see in future LGC programs.



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Nominating Committee

Ms. Collins sought suggestions for possible nominations to the Board. Potential nominees were discussed.

Messrs. Joyal and Dean departed the meeting at this point.

Mr. Fournier stated that he would reach out to the possible nominees to gauge interest.

Meeting adjourned at 2:30 p.m.

Respectfully submitted,

Carlos P. Baía
Secretary