

# Municipal Management Association of New Hampshire

*"Public Betterment through Professional Management"*

## MMANH Executive Board Meeting – February 19, 2016

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

**First Vice President**  
Walter Johnson  
Town Administrator,  
Moultonborough  
(603) 476-2347  
wjohnson@moultonboroughnh.gov

**Second Vice President**  
J. Michael Joyal, Jr.  
City Manager, Dover  
(603) 516-6023  
m.joyal@dover.nh.gov

**Treasurer**  
Elizabeth Fox  
ACM Human Resources Director,  
Keene  
(603) 357-9858  
efox@ci.keene.nh.us

**Secretary**  
Karen Anderson  
Town Administrator, Greenland  
(603) 431-7111  
kanderson@greenland-nh.com

**Member at Large**  
Julie Glover  
Town Administrator, Lee  
(603) 659-5414  
townadministrator@leenh.org

**Past President**  
Carlos Baia  
Deputy City Manager –  
Development, Concord  
(603) 225-8595  
cbaia@concordnh.gov

**Attendees:** Donna Nashawaty, Mike Joyal, Walter Johnson, Karen Anderson, Julie Glover, Beth Fox

**Absent:** Carlos Baia

Meeting called to order by President Donna Nashawaty at 11:30 AM.

### 1. MINUTES

#### **Minutes of January Business Meeting**

Minutes were amended to delete reference to the Annual Business Meeting minutes.

Walter Johnson MOTIONED to approve the January minutes as presented.  
Beth Fox SECONDED VOTE: UNANIMOUS

### 2. MONTHLY FINANCIAL REPORT

Beth reviewed the year-end and January financial report. The year-end cash on hand was \$63,058.92. The balance on hand January 31, 2016 was \$70,341.78. Beth noted that there are 2016 dues received in 2015 in the amount of \$2,100.

Walter Johnson MOTIONED to approve the financial report as presented.  
Mike Joyal SECONDED VOTE: UNANIMOUS

### 3. NHMA ASSOCIATE MEMBER SERVICE AGREEMENT

The member service agreement has increased by \$1,050 for 2016. Donna explained that as a result of the need to clearly itemize expenses between NHMA, Health Trust and Property Liability Trust the agreement has been written to clearly show the services that MMANH is receiving. Historically this agreement has been underwritten by a donation from Health Trust.

Virtual Town Hall is going to assist with the website and Ashley will work with Donna for training.

Walter Johnson MOTIONED to authorize the chairman to sign the Service Agreement with Health Trust in the amount of \$7,500 for 2016.  
Mike Joyal SECONDED VOTE: UNANIMOUS



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## 4. ANNUAL CONFERENCE UPDATE

Walter said that the date for the conference will be June 8-10 and will likely be at Loon. The topic will revolve around the changing demographics of the state and the impact that has on municipalities. Save the date notices will be sent out to members.

For ICMA the date is September 25-28 in Kansas City. The hotel costs are \$139-\$179 per night. The regional dinner is being coordinated at this time and may be at the historic train station.

## 5. FELLOWSHIP PROGRAM

Notices have been sent to municipalities and colleges in February and the application deadline is April 15. Last year there were four towns interested and three candidates.

Health Trust has previously sponsored one fellowship in the amount of \$17,500. Donna will ask if they will assist MMANH with marketing, and have their logo on all of our materials in the amount of \$18,000. With the organizations move to VTH, we will have a better web presence.

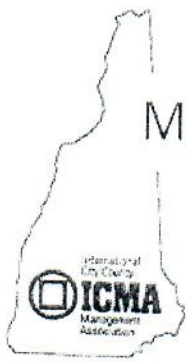
Primex has reached out to Donna about ways they could assist MMANH. They currently assist with \$500 for the state conference and \$1,500 for the ICMA conference scholarships. Donna reported that she asked Ty ask if they would assist with a fellowship as well.

## 6. OLD BUSINESS

### New Members

Karen Anderson MOTIONED that the following new members be approved.

Colleen Bessette, Dover  
Jamie Pike, Frankestown  
Heather Thibodeau, Ashland  
Sally Theriault, Hampstead  
JoAnne Klatskin, PFM (Associate)



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Scott Kimmond, New Durham  
Cara Marston, Pittsfield  
Andrew Dorsett, Littleton  
Nik Coates, Bristol  
Mark Bender, Milford  
Joseph Chivell, Rumney  
Alan Phair, Atkinson

Beth Fox SECONDED

VOTE: UNANIMOUS

## Salary Survey

Mike Joyal will take the lead on a salary survey and will work on it with Virtual Town Hall. There will be a "members only" section on the new website. Members will be encouraged to participate in the survey with an effective date of 7/1/16.

The topic of the next meeting will be Succession Planning.

Meeting adjourned at 12:00 PM.  
Minutes taken by Karen Anderson