



Municipal Management Association of New Hampshire

"Public Betterment through Professional Management"

President

Laura Buono
Town Administrator, Hillsborough
(603) 464-3877 x222
laura@hillsboroughnh.net

First Vice President

Thomas Aspell
City Manager, Concord
(603) 225-8570
taspell@concordnh.gov

Second Vice President

Scott Dunn
Town Administrator, Gilford
(603) 527-4700
sdunn@gilfordnh.org

Treasurer

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

Secretary

Todd Selig
Town Administrator, Durham
(603) 868-5571
tselig@ci.durham.nh.us

Member at Large

Naomi Bolton
Town Administrator, Weare
(603) 529-7535
nbolton@weare.nh.gov

Past President

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

Municipal Management Association of New Hampshire
(MMANH)
Executive Board Meeting
Minutes
March 20, 2020

The MMANH Executive Board met on March 20, 2020, at 1:00 PM virtually due to the Covid-19 Pandemic. In attendance were President Laura Buono, 1st Vice-President Tom Aspell, 2nd Vice-President Scott Dunn, Treasurer Walter Johnson, At-Large Board Member Naomi Bolton, and Secretary Todd Selig.

A motion was made and seconded to approve the February 21, 2020 meeting minutes. The motion carried unanimously.

There was continued discussion concerning the draft job description that has been developed for the new MMANH Executive Director position. Walter Johnson reported that a few minor comments have been received concerning the draft. In terms of the position, the minutes from the Annual Meeting of MMANH from November 13, 2019 were reviewed, which read as follow:

"Walter Johnson then spoke briefly about the concept of hiring an Executive Director. It was noted a job description was needed, but there did not seem to be any opposition. No formal action was taken."

Given where the matter was left at the 2019 Annual Meeting, the board decided it will plan to present the job description with a more detailed plan for implementation to the full membership at the upcoming 2020 annual meeting this fall.

The board decided that due to the Covid-19 Pandemic, the April 17th MMANH Meeting/Training has been canceled and has been tentatively moved to Friday, May 15th.

There was continued discussion regarding the 2020 Annual Conference and potential joint meeting with the Vermont Managers Association that had tentatively been planned for June 11-12th on the Seacoast at a location TBD. Due to the Covid-19 Pandemic, the board decided to postpone the Annual Conference to sometime this fall, perhaps in October, to the extent practical and in accordance with then prevailing public health guidelines. There was discussion about



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whether a joint conference with Vermont would be possible and Scott Dunn planned to talk further with VMA Executive Director Maura Carroll. Potential topics for the conference that had previously been discussed included: bonding & financials, labor & employment law, and solar PPA's. There was clarification in February 2019 that MMANH does have funds to compensate presenters. MMANH has a budget of \$18,000 for the conference.

Walter Johnson provided an updated Treasurer's Report for February 2020 (Citizens Bank statement 2/1/20-2/29/20). We have a balance of \$88,759.83. A motion to approve was made, seconded, and passed unanimously.

The board discussed and approved the membership applications of :

- Noelle Meer, Town of Shelbourne - full member.
- Christopher Dillon, Town of Salem - full member.
- Diane Ricciardelli, Town of Warner - full member.
- John Scruton - associate member.
- Judy Rolfe, Town of Waterville Valley - associate member.
- Kelly Trammell, Town of Carroll - associate member.

Upon query from a member, there was consensus from the board that participation as part of the MMANH list server should be available only to full MMANH members unless otherwise determined by the board.

There was discussion that Todd Selig would fill in for Laura Buono (who had a conflicting commitment) on an upcoming ICMA Regional Northeast Vice President selection process Zoom interview call scheduled for April 3, 2020, to meet with prospective ICMA Northeast Region Vice President candidates. April's scheduled ICMA Regional Conference in Cambridge had unfortunately been cancelled due to Covid-19.

The meeting MMANH Executive Board meeting was adjourned at approximately 1:30 PM.

Respectfully Submitted,

Todd Selig, Secretary