



# Municipal Management Association of New Hampshire

*"Public Betterment through Professional Management"*

## **President**

Julie Glover  
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## **First Vice President**

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## **Second Vice President**

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## **Treasurer**

Walter Johnson  
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## **Secretary**

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## **Member at Large**

Scott Dunn  
Town Administrator, Gilford  
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## **Past President**

Elizabeth Fox  
ACM Human Resources Director,  
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Municipal Management Association of New Hampshire  
(MMANH)  
Executive Board  
Meeting Minutes  
September 20, 2019

A meeting of the MMANH Executive Board was convened at 11:30am at the New Hampshire Municipal Association in Concord, NH.

### Present:

Elizabeth Fox, Past President  
Laura Buono, 1<sup>st</sup> Vice-President  
Tom Aspell, 2<sup>nd</sup> Vice-President  
Walter Johnson, Treasurer (arrived at 11:40am)  
Scott Dunn, Secretary

Julie Glover was absent.

1. Following a brief discussion, S. Dunn made a motion to approve Kelley Collins (Town Administrator from Wakefield) and Brigitte Codling (Town Manager from Haverhill) as MMANH members, seconded by T. Aspell and approved with all in favor; (4-0).
2. L. Buono made a motion to approve the MMANH E-Board minutes of June 21, 2019 as presented, seconded by E. Fox and passed with all in favor; (4-0).
3. During a discussion on the Treasurer's report, E. Fox made a motion to write-off the receivables over 90 days of \$15 or less, seconded by L. Buono and passed with all in favor; (5-0). T. Aspell then made a motion to write-off debts owed by C. Sterndale and R. Carrier, seconded by L. Buono and passed with all in favor; (5-0). T. Aspell then made a motion to accept the Treasurer's Report of August 2019 as presented, seconded by L. Buono and passed with all in favor, (5-0).
4. It was the consensus of the Board not to engage in any follow-up to the presentation by NHCOR at the Annual Conference this past June.



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5. W. Johnson suggested the MMANH would benefit from the services of a part-time executive director and this idea should be brought forward at the Annual Meeting in November. It was agreed that more research is needed to see what other neighboring associations do. Walter will bring back additional findings to the next E-Board meeting in October. It was the unanimous consensus of the Board to make this an agenda item at the Annual Meeting.
6. E. Fox agreed to draft a proposed amendment to the By-Laws for consideration by the E-Board at the next meeting to create a new category of membership for retirees.
7. There was a discussion about 2 of the MMANH's biggest sponsors – Health Trust & Primex. W. Johnson reported having discussions with representatives of each organization and that whatever uncertainties may have existed appear to be resolved.
8. It was agreed the theme of the joint meeting with the Maine Managers in December will focus on professional development with Bill O'Brien to serve as the presenter for the morning and afternoon sessions. Laura will speak with the Maine representative to see if this is acceptable to them.
9. It was noted there were some remaining scholarships funds available for the ICMA conference sponsorship. It was the consensus of the Board to make these funds available to Ryan from Enfield as the only other applicant who was not previously awarded any money.
10. The E-Board will discuss potential nominees to the Board at the next meeting in October.
11. Tom is working on a membership program for the October 18 meeting with a focus on public sector project management and contracts.

At 12:50pm E. Fox made a motion to adjourn the meeting, seconded by L. Buono and passed with all in favor; (5-0).

Respectfully submitted,

***Scott J. Dunn***

Scott J. Dunn, Secretary

Approved by majority vote of the E-Board at a meeting held on the 28th day of October, 2019.