




NHMA *On-Demand* Training

NHMA has a fee-for-service training option—NHMA *On-Demand*—so member municipalities can get the training they need when they need it. NHMA attorneys are available to travel to member municipalities to present training sessions on the following topics:

- * The Basic Law of Budgeting
- * Conflicts of Interest and Ethics for Local Officials
- * Effective Public Meetings
- * Discrimination Issues in the Workplace
- * Employment Law Overview
- * Everything You Wanted to Know about FMLA and FLSA But Were Afraid to Ask
- * ZBA Decision Making Process
- * Planning Board Roles and Responsibilities
- * The Recreation Commission
- * New Hampshire's Right-to-Know Law: RSA 91-a
 - o Public Meetings and Nonpublic Sessions
 - o Governmental Records
- * Right-to-Know Law for Law Enforcement
- * A Hard Road to Travel: The Intersection of Land Use and Road Law
- * A Hard Road to Travel: Road Formation, Classification & Discontinuance
- * Roads: Liability, Regulation & Maintenance
- * Tax Deeding Workshop
- * Select Board and Town Manager: Roles, Responsibilities & Relationships
- * Select Board's Roles, Responsibilities & Relationships with Other Officials
- * The Art of Welfare Administration
- * Workshop for City and Town Councilors, Mayors and Aldermen
- * Getting to Know Library Statutes

Each presentation is approximately 2 hours in length and costs \$550.00. Member municipalities paying annual dues in excess of \$15,000 are entitled to one free *On-Demand* presentation per calendar year. We encourage the requesting municipality to invite officials and employees from surrounding NHMA-member municipalities to attend and share the cost. To request an NHMA *On-Demand* presentation please send an email to legalinquiries@nhmunicipal.org.

Please complete this form and email to NHMA's Legal Services team at legalinquiries@nhmunicipal.org

				<h2 style="text-align: center;">NH Municipal Association's On-Demand Program</h2>			
Today's Date							
Subject of Training							
Please provide us with 3 Dates your Board is Available							
(Note: Blackout dates may apply)							
Start Time (no earlier than 9:30 a.m. or later than 7:00 p.m.)							
Does your facility have a/v equipment (computer, projector & screen)?							
Can your facility be set up in a classroom style (tables & Chairs with a head table for the Presenter)?							
Street address to the facility							
Estimated number of attendees for handouts (please update as the date gets closer)							
Emergency contact name and telephone number for Presenter (especially for evening travel)							
Contact name, address and email to send the invoice (\$550.00) You may invite local officials from the surrounding NHMA member municipalities and have them pay your town a portion of that cost. Hosting municipality is responsible for payment.							
<p><i>Thank you for your interest in NHMA's On Demand Program. Your request will be reviewed and a response will be provided shortly.</i></p>							

Notes or Comments: