

Wednesday, November 14, 2018

7:30 a.m. Conference Registration Open

8:00 a.m. Opening Breakfast Buffet in Armory

9:00 a.m. General Session

Presented by Rebecca Rule, Comedian, Storyteller and Professional Speaker

**10:00 a.m. Morning Break in the Exhibit Hall
Exhibit Hall Open
Wellness Fair Open**

10:45 a.m. CONCURRENT SESSIONS

Cybercrime and Fraud: Developing Awareness and Defenses

This session will give an overview of the internet environment and will provide threat and breach updates and stories as well as discussing email and internet fraud. The speaker will also explain social engineering in the information security context and provide easy defenses for common cyber and social engineering attacks.

Presented by: John H. Rogers, CISSP, Director of Advisory Services, Sage Data Security

Hosted by: New Hampshire Government Finance Officers Association

Track(s): Finance & Taxation

Effective Negotiation Strategies for Health Benefits

Public employers are faced with an increasingly challenging landscape as they negotiate changes to their collective bargaining agreements, specifically in the area of health benefits when considering more affordable benefit plans. This session will highlight new consumer plan designs that can save the employer and employee money. Learn negotiation strategies to help facilitate change moving forward and how to avoid common pitfalls.

*Presented by: Mark Broth, Attorney, Drummond Woodsum & MacMahon, P.A.
Anna Cole, Attorney, Drummond Woodsum & MacMahon, P.A.*

Darlene Simmons, Engagement Manager, HealthTrust

Hosted by: HealthTrust

Track(s): Employment

Governance/Select Boards

Highest and Best Use Analysis in a Hot Market

As developable land becomes more and more scarce, those wanting new construction have often had to buy an existing house and gut, renovate, or demolish and rebuild. Now that there is a shortage in existing homes and apartments, every property requires a careful analysis of highest and best use. The speaker will explore this issue and present some interesting examples.

Presented by: Maria Hopkins, SRA, RA, Maria Hopkins Associates

Hosted by: New Hampshire Association of Assessing Officials

Track(s): Assessing

How to Handle Voluminous Record Requests

Record requests submitted to cities and towns under RSA 91-A, New Hampshire's Right-to-Know Law, sometimes involve hundreds or thousands of records, or pages of records. There is no question that there are costs – time, effort, money – associated with complying with these burdensome requests. The legislature, however, has decided that the benefits of open government outweigh any inconveniences posed by the Right-to-Know Law. Responding to voluminous requests requires a comprehensive understanding of all aspects of request processing, including accessibility requirements, storage methods, handling electronic records, redaction, cost estimates, making appointments to review records, and other statutory obligations. The speakers will share strategies to assist municipalities in processing voluminous record requests. While not all these suggestions can be applied in the context of every voluminous request, they are intended to provide some strategies that may be of assistance in varying circumstances

Presented by: Stephen Buckley, Legal Services Counsel, New Hampshire Municipal Association

Bill Herman, Town Administrator, Town of Auburn

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation
Governance/Select Boards
Technology
APA

CM=1.25

How We Fund Public Services in New Hampshire

Many people think of the property tax as a primary funding source, but there are a range of other revenue streams that we rely on to fund public services such as education, child care and protection, public safety and health, roads and bridges, and environmental programs. Public services at the state level are funded through a collection of tax, fee, and enterprise revenue sources, with different degrees of variation due to economic cycles. Federal funds also support a broad range of programs and services at the state and local levels. This presentation will review the primary revenue sources we rely on to fund public services in New Hampshire and some key policy decisions that have had effects on state and local revenues. This session will also review the interplay between federal and state funds and the potential impact of changes at the federal level.

Presented by: Phil Sletten, Policy Analyst, New Hampshire Fiscal Policy Institute

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation
Governance/Select Boards

Land Use Law Update

This session will cover changes in New Hampshire land use law over the past year. The law is always changing, and attendees will learn about the new statutes and court decisions affecting planning, zoning, and other land use areas, as well as some issues to watch in the upcoming year.

Presented by: C. Christine Fillmore, Attorney, Gardner Fulton & Waugh PLLC

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards
Land Use & Environment
APA

CM=1.25

L=1.25

New Hampshire Communities Becoming Age-Friendly Through Regional Planning Efforts

What would an Age-Friendly Community look like, what sort of services would be available, and how would residents of all ages be able to enjoy their community to its fullest? These are the sorts of questions that staff at Southern New Hampshire Planning Commission (SNHPC) are tackling with assistance from community champions and partnering agencies. Thanks to the continued support from Tufts Health Plan Foundation, AARP, and the New Hampshire Department of Transportation, the SNHPC's team will share their findings on how communities have responded to their age-friendly program: their successes and lessons learned from their pilot communities and businesses in their efforts towards creating an age-friendly region.

Presented by: Cameron Prolman, Associate Planner, Southern New Hampshire Planning Commission

Sylvia von Aulock, Executive Director, Southern New Hampshire Planning Commission

Hosted by: New Hampshire Association of Regional Planning Commissions

Track(s): Land Use & Environment

APA

CM=1.25

Road Maintenance 101 for Elected Officials and Administrators

This session will be an overview of road maintenance, including pavement preservation, with an emphasis on extending your tax dollar and maintaining your road system before it deteriorates to the point that only reconstruction can save it. It's a good mix of technical information, life cycle costs, and financial forecasting in an understandable presentation with lots of opportunity for questions and answers.

Presented by: Rodney Bartlett, Town Administrator, Town of Peterborough

Robert Betsold, Technical Marketing, Allstate Asphalt

Kristin Bixby, Assistant Planner, Town of Peterborough

Fash Farashai, IT Director, Town of Peterborough

Seth MacLean, Operations Manager, Town of Peterborough

Hosted by: New Hampshire Municipal Association

Track(s): Public Works

Noon Luncheon in Exhibit Hall

1:30 p.m. CONCURRENT SESSIONS

Demographics Is the New Economic Development

New Hampshire is confronting demographic trends that will challenge the ability of the state to grow its population, labor force, and economy. While state policymakers consider how New Hampshire should best address important demographic trends, it is important to understand that statewide trends are only an aggregation of 234 local trends, and more importantly, that demographic trends in many New Hampshire cities and towns do not reflect the same troubling statewide trends. Come learn how “demographics” is the new economic development tool for municipalities as each seeks to attract and retain people, especially individuals with the higher educational and skill levels that help cities and towns prosper.

Presented by: Brian Gottlob, Principal, Polecon Research

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation

Governance/Select Boards

APA

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Highlights from the Employment Law Hotline

The NHMA Employment Law Hotline, operated in partnership with employment attorneys at Drummond Woodsum, allows any municipal member of NHMA to seek consultation on general employment law matters free of charge. This session will cover the employment law issues that member communities most commonly call the hotline to discuss, including: questions regarding pay, such as regular rate, overtime calculations, and final pay; questions related to elected officials, such as compensation/benefits, access to records, and individual

authority; questions related to volunteers, such as workers' compensation coverage, provision of benefits, and nominal compensation; and questions related to employer leave policies.

Presented by: Mark Broth, Shareholder, Drummond Woodsum & MacMahon, P.A.

Hosted by: New Hampshire Municipal Association

Track(s): Employment

IAAO Preparation, Witness Prep, and Decorum

Through detailed discussion of real-life case studies, this presentation will inform assessors about the unique challenges facing them in property tax assessment appeals. Topics include pre-abatement strategies; procedural off-ramps; selecting, contracting, managing, and communicating with legal counsel; selecting expert witnesses; preparation of the record for appeal; and strategies to become an effective trial witness.

Presented by: N. Joel Moser, Attorney, Bernstein Shur

Hosted by: New Hampshire Association of Assessing Officials

Track(s): Assessing

Introduction to New Hampshire's Local Land Use Boards

This session is designed as an interactive discussion of the responsibilities and duties of New Hampshire's local land use boards. The speakers will provide a broad overview of basic procedures, including those relevant for a municipal land use board administrator, and will discuss current planning topics, review informational resources, and conclude with questions and answers.

Presented by: Anne Cunningham, Planning Board Chair, Town of Freedom

Jen Czysz, Executive Director, Strafford Regional Planning Commission

Michael Klass, Principal Planner, New Hampshire Office of Strategic Initiatives

Hosted by: New Hampshire Municipal Association

Track(s): Land Use & Environment

APA

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Legislative Update

NHMA's Government Affairs staff will present their annual update on new state laws affecting municipalities. There are significant changes this year involving—among other things—part-time employment of retirees, SB 2 default budgets, bonding for broadband infrastructure, timber tax administration, the Right-to-Know Law, planning and zoning, water quality, veterans' tax credits, interest on delinquent taxes, and a workers' compensation presumption regarding cancer in firefighters. The speakers will also discuss several bills that did not pass but may return in 2019, dealing with issues such as postponement of town elections, regulation of gun use on municipal property, and valuation of utility property.

Presented by: Cordell Johnston, Government Affairs Counsel, New Hampshire Municipal Association

*Barbara Reid, Government Finance Advisor, New Hampshire Municipal Association
Judy Silva, Executive Director, New Hampshire Municipal Association*

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation

Governance/Select Boards

Land Use & Environment

APA

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SADES - Statewide Asset Data Exchange System

Attendees will learn about the state's data collection initiative, SADES, and how the data collected in this model is available to municipalities. The speaker will explain how to access publicly available data sets and use them for decision making purposes. Assets collected within SADES include stream crossings, pedestrian infrastructure, and road surface condition.

Presented by: Chris Dowd, SADES Manager, UNH Technology Transfer Center

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

Public Works

Supervising Multi-Generations

Never before have there been five generations (Generation Z, Millennials, Generation X, Baby Boomers, Greatest Generation) working shoulder to shoulder in the American workplace. Each generation has its own beliefs, behaviors, problem-solving styles, communications, and attitudes. Learn how to work with each seamlessly.

Presented by: Chief Don DeAngelis, Fire Chief, Town of Epping

Hosted by: New Hampshire Municipal Association

Track(s): Employment

Governance/Select Boards

The Road to the 2020 Census

This presentation will provide an overview of the U.S. Census Bureau's current 2020 census design and its plans to achieve an accurate count of the population. The presenter will also explain how municipalities can engage with the Census Bureau and get involved with "complete count" communities and the Bureau's partnership program.

Presented by: Yara McSweeney, Partnership Specialist, U.S. Census Bureau

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

2:45 p.m. Afternoon Break in the Exhibit Hall

Municipal Management Association of NH Annual Meeting

3:00 p.m. – 4:00 p.m. New Hampshire Municipal Association Annual Meeting

3:15 p.m. CONCURRENT SESSIONS

A Loophole in the Condo Act and Other Recent Decisions

The speaker will guide attendees through several recent court decisions dealing with property rights, taxation, and assessing, including:

- A loophole in New Hampshire's condominium act—Condominiums at Lilac Lane Unit Owner's Association v. Monument Garden, LLC
- Double taxation in tax deeding?—Polansky v. Town of Bedford

- Church parking spaces leased to students are taxable—St. George’s Episcopal Church v. Town of Durham
- Park owner responsible for unpaid water bills, but not property taxes—Everett Ashton v. City of Concord
- Destruction by fire “good cause shown” for abatement—Carr v. Town of New London

Presented by: Thomas Aylesworth, Associate, Attorney, Moriarty, Troyer & Malloy LLC

Hosted by: New Hampshire Association of Assessing Officials

Track(s): Assessing

Do You Have a Conflict of Interest?

Determining whether a municipal official has a conflict of interest requires an understanding of the law and a careful assessment of the particular circumstances creating the potential conflict. Through hypothetical scenarios, Attorney Byrnes will help attendees learn to assess the facts and determine whether recusal is necessary. This session will be interactive and require attendees to think, speak, and consider multiple perspectives of the same issue.

Presented by: Margaret Byrnes, Staff Attorney II, New Hampshire Municipal Association

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

Land Use & Environment

APA

CM=1.25

Effective Use of Mediation

You’re going to mediation. Now what? Hear from a panel of experienced mediators on what you need to know about preparing for and making effective use of mediation. Discussion topics will include: considering mediation; what you need to know about mediation; why mediation; preparing for mediation; and maximizing mediation.

Presented by: George Lovell, Commissioner, Federal Mediation and Conciliation Service

Hosted by: New Hampshire Municipal Association
Track(s): Employment

Local Regulation of Short-Term Rentals: Airbnb and Local Land Use Laws

This workshop will review the recent decision in *Working Stiff Partners v. Portsmouth*, in which the superior court upheld the City of Portsmouth's zoning provision prohibiting transient occupancies in a residential zoning district. Join City Attorney Robert P. Sullivan, Assistant City Attorney Jane M. Ferrini, and Thomas B. Irving, Town of Conway Planning Director, as they review the court's decision and provide guidance on effective local regulation of the short-term rental phenomenon. This workshop will also explore recent and proposed legislative efforts to enhance local authority to regulate short-term rentals.

*Presented by: Jane Ferrini, Assistant City Attorney, City of Portsmouth
Thomas Irving, Planning Director, Town of Conway
Robert Sullivan, City Attorney, City of Portsmouth*

Hosted by: New Hampshire Municipal Association
Track(s): Land Use & Environment
APA

CM=1.25
L=1.25

Small Cell Wireless Facilities, DAS, and Requirements for Allowing Wireless Facilities in Public Rights of Way

Both state and federal law impose requirements for municipalities facing requests for access to public rights of way for wireless facilities. Learn what those requirements are and how your city or town should respond, get ahead of the curve, and stay out of federal court, all while meeting the increasing needs of your residents for wireless broadband services and contributing to economic development for your community with wireless connectivity.

*Presented by: Austin M. Mikolaities, Attorney, DTC Lawyers, PLLC
Katherine B. Miller, Attorney, DTC Lawyers, PLLC*

Hosted by: New Hampshire Municipal Association
Track(s): Land Use & Environment
APA

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State Aid to Municipalities: History and Trends

Understanding the various types of aid provided by the State of New Hampshire to local governments is critical to understanding the affect that state-level budgetary decisions have on local property taxes. With the property tax as the primary source of local revenue, changes in any state aid program often directly impact property taxes. This session will review the state aid programs relied upon by local governments as well as recent trends in funding those programs, with an eye towards the upcoming biennial state budget session.

Presented by: Barbara Reid, Government Finance Advisor, New Hampshire Municipal Association

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation

Governance & Select Boards

Sustainable Pavement Maintenance and Rehabilitation

Various pavement maintenance and rehabilitation alternatives will be discussed, with a focus on the use of technologies that are economically and environmentally sound. Specific emphasis will be on cold recycling of asphalt.

Presented by: Eshan Dave, Associate Professor, University of New Hampshire

Hosted by: New Hampshire Municipal Association

Track(s): Public Works

4:30 p.m. Reception in Exhibit Hall

NH Association of Assessing Officials Annual Meeting

Thursday, November 15, 2018

7:30 a.m. Registration Open

**8:00 a.m. Breakfast in Exhibit Hall
Exhibit Hall Open
Wellness Fair Open**

9:00 a.m. CONCURRENT SESSIONS

Asset Management Water Rates

This session will explore the results and key findings from the Department of Environmental Services' recently completed statewide water rates survey. The speakers will also demonstrate the New Hampshire Rates Dashboard, an online, interactive tool that allows utilities to compare their rates to other systems and to measure their financial performance against accepted standards. This is the first year that the dashboard tool has been available for systems in New Hampshire.

Presented by: Luis Adorno, Environmental Program Manager, New Hampshire Department of Environmental Services

Michael Schrader, Project Manager, Tighe & Bond

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation

Better Outcomes through Strategic Governance

Learn how local officials are successfully applying strategic governance (strategic thinking and operational governance) to set smart priorities, make better decisions, build voter support, and pursue resident-focused outcomes their communities value.

Presented by: Mike Akillian, Director and Senior Strategist, The Center for Strategic Governance

Ryan Aylesworth, Town Manager, Town of Enfield

Sarah Marchant, Senior Strategist, The Center for Strategic Governance

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

Glass, Trash, and More: Recycling In Crisis

Mike Durfor, Executive Director of the nation's oldest recycling cooperative, will explain what has happened to, and what the future portends for, recycling, glass, and trash, as well as the associated costs. If you have input into or manage any part of a municipal budget, you can't afford to miss this session.

Presented by: Michael Durfor, Executive Director, Northeast Resource Recovery Association

Hosted by: Northeast Resource Recovery Association

Track(s): Land Use & Environment

Public Works

Hot Topics Under the Right-to-Know Law

Is it permissible for board members to use Google Docs between meetings to share proposed changes to a draft document? If a majority of the cemetery trustees are also on the ZBA, how many meeting notices must be posted when the ZBA meets? If the town administrator sends a letter to the select board criticizing the town clerk's job performance, is the letter exempt from disclosure? What do you do when the Washington Post asks for all of the town's e-mails for the last 10 years? NHMA's attorneys will discuss some of the more interesting Right-to-Know Law questions they have encountered recently (with all identities protected), and will take questions on all of your thorniest RTK issues. Bring your questions!

Presented by: Stephen Buckley, Legal Services Counsel, New Hampshire Municipal Association

Margaret Byrnes, Staff Attorney II, New Hampshire Municipal Association

Cordell Johnston, Government Affairs Counsel, New Hampshire Municipal Association

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

Trustees

APA

CM=1.25

New Tax Laws and Financial Effect for Low Income

In this session, attendees will learn about the new tax laws and assisting low income residents with referrals to free tax preparation sites to maximize their tax refund. Attendees will also learn how NH 211 can assist with referrals to these Volunteer Income Tax Assistance (VITA) program sites

Presented by: Cary Gladstone, Senior Director, Asset Building Strategies, Granite United Way

Hosted by: New Hampshire Local Welfare Administrators Association

Track(s): Welfare

Program Evaluation 101: Why is Evaluation Important, and Where Do I Start?

Information about how an organization, program, or policy is working is a powerful tool for strategic planning and decision making. This presentation will get you thinking about how systematic evaluation can serve and strengthen your work, including why evaluation is important, what questions need to be asked, and how to measure impact.

Presented by: Eleanor Jaffee, Evaluation Program Director, UNH Carsey School of Public Policy

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

Sexual Harassment

Given recent revelations of pervasive sexual harassment in the entertainment and media industries and the responding nationwide #MeToo movement, all employers, including municipal employers, should be taking stock of the culture(s) within their workplaces to ensure that they are not unwittingly allowing sexual harassing conduct to occur unchecked. This session will provide an overview of the state and federal law prohibiting sexual harassment, discrimination, and retaliation, as well as practical guidance regarding employers' obligations to prevent and correct such conduct in their workplaces.

Presented by: Anna Cole, Attorney, Drummond Woodsum & MacMahon, P.A.

Hosted by: New Hampshire Municipal Association

Track(s): Employment

Governance/Select Boards

Technological Advances in Assessing

Learn about the latest in high-resolution aerial imagery, change detection analytics, and property sketches from Eagleview Technologies. The speakers will also explain how to go paperless with Data Cloud Solutions' latest product, CAMA Cloud, and how it pairs with the latest in laser measuring tools, the Leica Disto.

*Presented by: Daniel Anderson, President, Data Cloud Solutions, LLC
Joe Oddi, Regional Technical Manager, Eagleview Technologies*

Hosted by: New Hampshire Association of Assessing Officials

Track(s): Assessing

10:45 a.m. CONCURRENT SESSIONS

Drinking Water and Groundwater Trust Fund

The New Hampshire Department of Environmental Services will provide an overview of the Drinking Water and Groundwater Trust Fund and the role it can play in addressing issues regarding drinking water infrastructure, water quality, source protection, and other related projects. The presentation will include a summary of projects approved and underway as well as the 2018 project pre-application and approvals. The key take away will be an understanding of the projects chosen for grants and loans by the Advisory Commission.

*Presented by: Erin Holmes, P.E., Drinking Water and Groundwater Trust Fund Administrator, New Hampshire Department of Environmental Services
Johnna McKenna, Drinking Water State Revolving Fund Program Administrator, New Hampshire Department of Environmental Services
Michael Unger, P.E., Drinking Water Engineer, Drinking Water and Ground Water Trust Fund, New Hampshire Department of Environmental Services*

Hosted by: New Hampshire Municipal Association

Track(s): Land Use & Environment

APA

CM=1.25

Embracing Stress: The New Science of Stress

Public employers and employees know that doing more with less is a common and stressful reality, yet we hear all the time that stress is bad for your health. But what if stress could make you smarter, happier, and stronger? Rather than trying to reduce, avoid, or escape our stress, understanding and embracing it may be the secret to resilience and longevity. In this session, attendees will learn the latest science and strategies regarding stress and how to manage it with new techniques and a transformed mindset.

Presented by: Daphney Valcinor, MSW, LifeResources

Hosted by: HealthTrust

Track(s): Employment

Governance/Select Boards

Investigating Junkyard Complaints

Town officials often receive reports of "illegal" junkyards from citizens. What should be your first step when a citizen makes such a report--or perhaps when you see such an operation from the road as you drive by? Join Attorney Matthew Serge of Drummond Woodsum and Attorney Margaret Byrnes of NHMA, who will walk you through the basic process, from receiving the complaint to taking enforcement action. The attorneys will also discuss the difference between junkyards and "junky" yards and will look at some options for dealing with junky properties that do not qualify as "junkyards."

Presented by: Margaret Byrnes, Staff Attorney II, New Hampshire Municipal Association

Matthew Serge, Attorney/Shareholder, Drummond Woodsum & MacMahon, P.A.

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards

Land Use & Environment

Public Works

APA

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Journey to Assessment Excellence

Every great journey starts by considering three questions: (1) Where do I want to go? (2) What is my current location? (3) What path do I need to take to arrive at my desired location? Building from his article [Italics] Journey to Assessment Excellence: Using the Assessor's Maturity Model as a Guide[Italics], David Cornell will draw on his experience consulting with assessing officials around the country to provide attendees with the tools to set off on their own journey to assessing excellence.

Presented by: David Cornell, David Cornell, MAI, CAE, Cornell Consultants

Hosted by: New Hampshire Association of Assessing Officials

Track(s): Assessing

The Future of Procurement

Do you want to make purchasing operations in your town or city more efficient? Do you want to save money? In this session, presenters will discuss how the Purchasing Committee, a subcommittee of the New Hampshire Government Finance Officers Association, can assist communities that may not have established purchasing functions, but are looking for ways to save dollars through purchasing process improvements. Discussion will include improving municipal procurement processes, potential collaboration opportunities, and the future of government purchasing.

Presented by: Ann Legere, Purchasing Agent, City of Dover

Dan Kookan, Purchasing Manager, City of Nashua

Jeffrey Titus, Manager of Purchasing and Contract Services, City of Keene

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation

Trustees: Trustees of Trust Fund 101

Have you recently been elected or appointed to the office of trustee of trust funds but have no idea what to do? Then this session is for you! Presenter Terry Knowles will explain the duties, responsibilities, and reporting requirements of the office and how the trustees interact with other municipal officials. In addition, attendees will receive information on the newly-released electronic filing platform for the MS-9 and MS-10 forms, designed to streamline trustees'

reporting requirements with the New Hampshire Attorney General and Department of Revenue Administration.

Presented by: Thomas J. Donovan, Director of Charitable Trust, Department of Justice

Hosted by: New Hampshire Municipal Association

Track(s): Finance & Taxation

Trustee

Wage and Hour Pitfalls

Federal Department of Labor Community Outreach and Resource Planning Specialist Steven McKinney will address wage and hour issues and common mistakes to avoid, including hours-worked scenarios, overtime computations, and exemptions. He will also address certain aspects of the law that pertain specifically to public agencies, such as compensatory time, volunteers, employees working for two agencies, and different exceptions that may pertain to employees engaged in fire suppression or law enforcement activities.

Presented by: Steven McKinney, Community Outreach and Resource Planning Specialist, U.S. Department of Labor, Wage and Hour Division

Hosted by: New Hampshire Municipal Association

Track(s): Employment

Governance/Select Boards

Your Client's Personal Finances

Learn about various strategies and resources to assist your work with low to moderately low income clients dealing with personal financial issues and crisis.

Presented by: Paul McLaughlin, Homeownership Program Director, Neighborworks Southern New Hampshire/HOMETeam

Hosted by: New Hampshire Local Welfare Administrators Association

Track(s): Welfare

Noon Russ Marcoux Municipal Advocate of the Year Award Luncheon in Armory

12:45 p.m. Dessert Buffet in Exhibit Hall

1:30 p.m. CONCURRENT SESSIONS

10 Effective Ways to Engage Citizens Online

A municipality's website is often a resident's first connection to municipal services. Learn 10 ways to engage citizens using the latest web technologies.

Presented by: Asheton Richardson, Account Manager, VC3, Inc.

Hosted by: New Hampshire Municipal Association

Track(s): Technology

ASB Annual Forum

Annually, in accordance with the provisions of RSA 21-J:14-b, the New Hampshire Assessing Standards Board (ASB) holds a public forum to receive written and oral testimony on assessing guidelines and practices throughout the state. This is a unique opportunity to provide important feedback on the work of the ASB and to review the impact on taxpayers and municipalities alike. Some of the important duties of the ASB include the standards for the assessment review process, certification of assessing personnel, and the procedures used by the Department of Revenue Administration for the completion of the annual equalization. This session is not only of interest to assessors, but also to select boards and town administrators as consumers of professional assessing services.

Presented by: Betsey Patten, Chair, Assessing Standards Board

Hosted by: New Hampshire Association of Assessing Officials

Track(s): Assessing

Court Update - The Federal Perspective

The just completed U.S. Supreme Court term will have implications for local governments for decades to come. Among the more important decisions by the Court have been rulings on partisan gerrymandering, the union dues case, the travel ban, and polling place electioneering. Perhaps as important as what the Court has done is what the Court will be doing during the Term of the Court that started on the First Monday in October. Join Lisa Soronen, Executive Director of the State and Local Legal Center for a U.S. Supreme Court review and preview.

Presented by: Lisa Soronen, Executive Director, State and Local Legal Center

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards
APA

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Local Driveway Policies

Join Alan Hanscom, DOT Highway District Engineer, and Stephen Buckley, NHMA's Legal Services Counsel, for a discussion on driveways. The presenters will discuss RSA 236:13, New Hampshire's statute on driveways, and, using the DOT's driveway policy as a guide, will provide suggestions for local driveway regulations, including minimizing traffic conflict points, insuring proper sight distance, and overseeing design and construction of driveways.

Presented by: Stephen Buckley, Legal Services Counsel, New Hampshire Municipal Association

Alan Hanscom, P.E., District 3 Highway Engineer, New Hampshire Department of Transportation

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards
Land Use & Environment
Public Works
APA

CM=1.25

New Rules of the [Retirement] Road

For many years, attempts have been made to change the laws governing the part-time employment of NHRS retirees. New laws governing these employees will finally go into effect on January 1, 2019—and the changes are significant! In this session, NHRS staff will explain the changes enacted this past legislative session, the impact those changes may have on both employers and retirees, and other important information relative to the operations of NHRS.

Presented by: Mark Cavanaugh, Associate Counsel and Compliance Officer, New Hampshire Retirement System

Marty Karlon, Public Information Officer, New Hampshire Retirement System

Hosted by: New Hampshire Municipal Association
Track(s): Employment

Overview of Tenant Rights and Responsibilities

This session will familiarize attendees with the eviction timeline and the Fair Housing Act. Discussion will include how to prevent unlawful practices and when to refer clients to New Hampshire Legal Assistance in order to reduce the local welfare costs associated with homeless residents.

Presented by: Elliot Barry, Managing Attorney and Housing Project Director, New Hampshire Legal Assistance

Candace Cappio Gebhart, Paralegal, New Hampshire Legal Assistance

Hosted by: New Hampshire Local Welfare Administrators Association
Track(s): Welfare

Protecting Groundwater

Groundwater supplies 60 percent of New Hampshire's drinking water through public water systems and private wells. What occurs on the landscape has direct impacts on the safety and availability of that groundwater. Municipalities can serve as a first line of defense in protecting groundwater resources through a combination of education, regulations and best practices. Learn what different municipalities have done on their own or by working together and what regional efforts are occurring to assist in protecting groundwater resources.

Presented by: Tim Roache, Executive Director, Rockingham Planning Commission

Hosted by: New Hampshire Association of Regional Planning Commissions
Track(s): Land Use & Environment
APA

CM=1.25

Show Us the Money

Trustees of Trust Funds are responsible for the custody of municipal money placed into expendable trusts and capital reserve funds, the rules for which are somewhat different than private funds held in trust. This session will explain those differences, focusing on when capital reserve funds and expendable trust should be established; the process for establishing, adding to, and withdrawing

from the funds; and the proper documentation for establishment, appropriations, and withdrawals. Additionally, the roles of the "agents to expend" versus the "trustees as custodians" will be discussed.

Presented by: Bruce Kneuer, Supervisor, Department of Revenue, Municipal Bureau

Hosted by: New Hampshire Municipal Association
Track(s): Governance/Select Boards
Trustee

2:45 p.m. Afternoon Break in the Exhibit Hall

3:15 p.m. CONCURRENT SESSIONS

BTLA Annual Update

In this annual update, members of the BTLA will discuss recent decisions and address frequently asked questions.

Presented by: Michele LeBrun, Chair, New Hampshire Board of Tax and Land Appeals

Anne Stelmach, Clerk, New Hampshire Board of Tax and Land Appeals

Albert Shamash, Member, New Hampshire Board of Tax and Land Appeals

Theresa Walker, Member, New Hampshire Board of Tax and Land Appeals

Hosted by: New Hampshire Association of Assessing Officials
Track(s): Assessing

Court Update - The State Perspective

Municipal law is shaped not only by the legislature, but also by the courts. This popular session is your opportunity to learn about state court decisions issued over the past year that affect New Hampshire's cities and towns. NHMA attorneys will highlight cases of interest and field questions. Attendees will also receive a copy of NHMA's annual Court Update publication!

Presented by: Stephen Buckley, Legal Services Counsel, New Hampshire Municipal Association

Margaret Byrnes, Staff Attorney II, New Hampshire Municipal Association

Hosted by: New Hampshire Municipal Association

Track(s): Governance/Select Boards
APA

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Electronic Reporting for Trustees of the Trust Fund

An electronic portal is now available for trustees of the trust fund to submit the MS-9 and MS-10 forms. The portal streamlines the annual submission process by enabling trustees to enter trust fund information through a user-friendly interface that allows a direct data upload. This session will provide an overview of the system, including its features and functions.

Presented by: David Salzer, Principal, Axiomatic

Hosted by: New Hampshire Municipal Association
Track(s): Trustees

Increasing Community Flood Resiliency

This session will provide attendees with information and guidance on how their community can increase flood resiliency through adoption of the state's new model floodplain management ordinance and higher floodplain standards. Attendees will be given the tools and resources to assist in this process.

Presented by: Samara Ebinger, Assistant Floodplain Management Coordinator, New Hampshire Office of Strategic Initiatives

Jennifer Gilbert, State Floodplain Management Coordinator, New Hampshire Office of Strategic Initiatives

Hosted by: New Hampshire Municipal Association
Track(s): Land Use & Environment
APA

CM=1.25

Minimizing Online Security Threats in Your Municipality

Municipalities face an increasingly complex security landscape with new technology, emerging threats, and a responsibility to protect information. In this non-technical session, Joe Howland of VC3, Inc. will discuss some simple steps you

can take to lessen your risk of an attack and keep your municipality and employees safe.

Presented by: Joe Howland, Chief Information Security Officer, VC3, Inc.

Hosted by: New Hampshire Municipal Association

Track(s): Technology

NHLWAA Annual Meeting

Members of the NHLWAA will vote for positions on the Executive Board, the association's governing board. Information on becoming a member, organization updates, and pending legislation will also be presented.

Presented by: Patricia Murphy, NHLWAA President, New Hampshire Local Welfare Administrators Association

Hosted by: New Hampshire Local Welfare Administrators Association

Track(s): Welfare

Outdoor Recreation: Planning for Play

Communities are recognizing that recreation trails and facilities improve quality of life and encourage economic development. The Nashua Regional Planning Commission will discuss the project they have initiated that aims to create mapping and data tools to improve the safety and accessibility of recreation areas and to assist in planning future parks and active recreation areas. North Country Council will describe their experience with the 2017 Coos County Trails Project and how to improve planning for outdoor recreation and play.

Presented by: Jay Minkarah, Executive Director, Nashua Regional Planning Commission

Michelle Moren-Grey, Co-Executive Director and Chief Executive Officer, North Country Council

Hosted by: New Hampshire Association of Regional Planning Commissions

Track(s): Land Use & Environment

APA

CM=1.25

Vulnerable Families in the Post-Recession Economy

Economic growth is continuing following the end of the recession in 2009, and many workers are finally seeing their incomes rise after a long, slow economic recovery. However, the prevalence of part-time and low-wage work and increasing housing costs keep families with limited savings in precarious economic conditions. This presentation will review statewide and county-level demographic and economic trends in New Hampshire with a focus on low-income families and children.

Presented by: Phil Sletten, Policy Analyst, New Hampshire Fiscal Policy Institute

Hosted by: New Hampshire Municipal Association

Track(s): Welfare

4:30 p.m. Conference Concludes