



80TH Annual Conference *Progress Through Partnerships*

PLEASE NOTE: Session information, including date and time, is subject to change prior to the event. Please consult the official conference program agenda on the Whova mobile/web app closer to the event.

Wednesday, November 17, 2021 – In-person & streaming some sessions virtually

7:30 a.m **Registration Opens**
Exhibit Hall Concourse

Breakfast

8:45 a.m. **Welcome Remarks**

9:00 a.m. **General Session-The Benefits & Challenges of Partnering**
(In-person & streaming virtually)
Presented by Gerri King

Few would question the benefit of having access to a wider range of expertise and resources, mutual support, and innovative perspectives. Sharing responsibilities lessens isolation and provides collaborative opportunities. So how is it that we don't embrace partnerships as soon as they're offered?

Re-read the benefit list and consider what is required: Role and process clarity, collaboration rather than autonomy, enhanced communication and conflict resolution skills, cultural integration, and time. It is the latter that is often given as the reason not to enter a partnership. "We don't have time." Ask yourself the question, "Do we have time not to do this?" Time taken now will save time down the road if we commit to working on the barriers, as well as celebrating the upside. Be prepared to ponder.

10:00 a.m. **Exhibit Hall**

10:45 a.m. CONCURRENT SESSIONS

Effective Public Meetings (*In-person only*)

Do you wish your board got more done during meetings? Does your committee get hung up on procedural problems or sidetracked by irrelevant discussions? Do you dread public comment? This session will provide practical solutions to help municipal boards, committees, and commissions hold better meetings. From preparation to procedures to discussions to follow-up, there are tools to help every board stay on track and hold more effective meetings.

Presented by: *Christine Fillmore, Attorney, Drummond Woodsum
Scott Myers, City Manager, City of Laconia*

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

Legislative Update (*In-person & streaming virtually*)

NHMA's Government Affairs staff members will present their annual update on new state laws affecting municipalities. In addition to the state budget, there are developments in the laws this year involving—among other things—the Right-to-Know Law, land use regulation, health officers, broadband expansion, elections, municipal budgets, energy net metering, and PFAS remediation. The speakers will also discuss several bills that did not pass but may return in 2022.

Presented by: *Margaret Byrnes, Executive Director, NHMA
Cordell Johnston, Government Affairs Counsel, NHMA
Natch Greyes, Municipal Services Counsel, NHMA
Katherine Heck, Government Finance Advisor, NHMA*

Track(s): Land Use & Environment, Governance/Select Boards, Finance & Taxation, Economic Development

NHDES Update on ARPA Funding and Programs (*In-person only*)

The New Hampshire Department of Environmental Services will present an update on the American Rescue Plan Act of 2021 (ARPA) funding available for drinking water and clean water projects. This will include details on the amount of funding the state will receive for these projects through ARPA; how the funds will be applied to existing drinking water and clean water assistance programs; and the introduction of new grant programs that may become available. ARPA funds will be administered through NHDES, and projects must be eligible under the State Revolving Fund eligibility requirements.

Presented by: *Erin Holmes, DWGTF Administrator, NH Department of Environmental Services
Johnna McKenna, Public Water System Sustainability Section Supervisor, NH Department of Environmental Services
Tracy Wood, Wastewater Engineering Bureau Administrator, NH Department of Environmental Services*

Track(s): Economic Development, Public Works

The Duh! Approach To Management and Supervision: Dispelling Common Leadership Myths *(In-person only)*

People are promoted because they're good at their jobs. Being in a leadership position is a very different job, for which most are not trained. Participants will be encouraged to assess and re-think commonly held beliefs about effective leadership and will leave with immediately applicable skills that they can incorporate into their management and supervisory styles. The session will be both didactic and experiential. Attendees will learn what works and what doesn't and will be offered ways to enhance communication and increase motivation. They will be encouraged to accept what makes sense, throw out what doesn't, and put on the shelf what they want to take down some day. It promises to be a transforming experience.

Presented by: Gerri King, PhD., Social Psychologist & Organizational Consultant, President, Human Dynamics Associates, Inc.

Track(s): Governance/Select Boards

The Human Element of Cybersecurity *(In-person only)*

Organizations spend thousands of dollars on technology and software to strengthen their cybersecurity stance. Unfortunately, none of this matters when an unsuspecting employee clicks on a link in an email from a threat actor, allowing access throughout the network. Training programs, cybersecurity assessments, and a strong culture where employees can feel comfortable reporting suspicious cyber activity are all important pieces of your plan. Join us to learn where to start.

Presented by: *Cori Casey, Risk Management Consultant, Primex
Jason Sgro, Senior Partner and Chief Strategist, ATOM*

Track(s): Risk Management, Tech Corner

Two Approaches to Community Power in New Hampshire *(In-person only)*

Community Power is a program in which municipalities purchase electricity for residents and businesses. Join us to learn about two approaches to Community Power in New Hampshire.

Standard Power and Good Energy: Community Power has no costs to municipalities or taxpayers, and its benefits start upon launch, including cost savings and environmental benefits. Good Energy has launched dozens of successful Community Power programs and buying groups in New England, and Standard Power has many New Hampshire municipal clients. Our team has combined forces to customize a streamlined approach for New Hampshire communities. In this presentation we will go beyond program development to talk about future opportunities for New Hampshire communities under the developing prosumer grid model, the two-way flow and monetization of energy services in New England and across

the country. Communities will have the opportunity to act as virtual generators or consumers as the grid demands, with all of the associated benefits. Learn how your community can get ready for an efficient, clean, resilient energy future.

Community Power Coalition of New Hampshire. The Coalition is a recently incorporated public nonprofit designed to empower New Hampshire cities and towns to realize their energy goals by implementing Community Power programs. Under Community Power, a municipality can bulk purchase electricity on behalf of its residents and businesses collectively. Programs achieve an economy of scale, and through joint risk management, the Coalition helps members realize benefits: local control, lower electric rates, the option to choose renewable energy, and the ability to develop local energy and resiliency projects.

Presented by: *Bob Hayden, President and Chief Technical Officer, Standard Power*

Elizabeth Dragon, City Manager, City of Keene

Henry Herndon, Consultant, Member Services, Community Power Coalition of New Hampshire

Doria Brown, City of Nashua

Clifton Below, Assistant City Mayor, City of Lebanon

Track(s): Risk Management, Tech Corner, Land Use & Environment, Economic Development, Public Works, Finance & Taxation

12:00 p.m. Lunch

1:00 p.m. Exhibit Hall

MMANH Annual Meeting

1:30 P.M. CONCURRENT SESSIONS

Broadband Ready for Systemic Inclusion (*In-person only*)

In this informal session, we'll explore how municipal leaders might initiate sustained local conversations to become a "broadband ready" community – i.e., poised to take full advantage of expected gains in affordable broadband access to support local quality of life priorities (e.g., from telemedicine to job creation and retention, educational opportunity, civic engagements, enhancing arts and humanities programming). We'll also explore how communities can become "broadband ready for systemic inclusion" – i.e., especially to support lifting lower-income families out of poverty and spur local economic vitality. Lastly, we'll briefly consider how communities negotiating with a broadband provider for the first time should take advantage of their unique, temporary leverage to insist on an affordable pricing option for lower-income households.

Presented by: *Carol Miller, Director of Broadband Initiatives, National Collaborative for Digital Equity*

Robert McLaughlin, Executive Director, National Collaborative for Digital Equity

Track(s): Economic Development, Tech Corner

Conscious Leadership (*In-person only*)

You cannot solve a complex problem, it is said, with the same level of consciousness that created it. Satisfying multiple stakeholders and being in the unknowns of day-to-day or large-scale challenges asks for a different way of thinking. Actually, it requires a different way of leading -- one that is focused on the *being* of leadership rather than the *doing*. In this introductory session, you will explore one methodology of conscious leadership and take a deep look at how you approach problems, your vision, and how to handle the drama that inevitably shows up so you can build an organization that thrives from the inside out.

Presented by: *Trinnie Houghton, JDM, CPCC, ORSCC, SojournPartners*

Track(s): Governance/Select Boards, Employment/Human Resources

Right-to-Know Law Update (*In-person & streaming virtually*)

The Right-to-Know Law never stands still. This year there are statutory changes regarding keeping an inventory of non-public session minutes, exemptions for attorney-client communications, deliberating in non-public session to discuss unsealing minutes, and limiting the nondisclosure of minutes related to the sale or acquisition of real or personal property. This session will also feature the publication of the 2021 update to NHMA's publication A Guide to Open Government: New Hampshire's Right-to-Known Law. Court decisions interpreting and applying the Right-to-Know Law will also be discussed. This session will take a close look at these developments and related issues, with plenty of time for questions and answers.

Presented by: *Stephen Buckley, Legal Services Counsel, NHMA*

Natch Greyes, Municipal Services Counsel, NHMA

Cordell Johnston, Government Affairs Counsel, NHMA

Track(s): Governance/Select Boards, Employment/Human Resources

Panel Discussion on ARPA Funds (*In-person only*)

This will be an open forum to exchange ideas on how New Hampshire cities and towns are planning to use federal grant funds under the American Rescue Plan Act (ARPA).

Presented by: *Walter Johnson, Town Administrator, Town of Northwood*

Moderator: Katherine Heck, Government Finance Advisor, NHMA

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

Tax Deeded Property; You Own it -- Now What? – Updated (*In-person only*)

The rules involving tax-deeded property and disposing of it were affected significantly by the New Hampshire Supreme Court's Polonsky (II) decision (*Polonsky v. Town of Bedford*) in April 2020. This session will review basics of handling tax-deeded property (including avoiding the deeding in the first place), along with what may now be required when a municipality wishes to sell a property acquired by tax deed.

Presented by: *Bernard H Campbell, Esq., State Counsel, NH Tax Collectors Ass'n.*

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

2:45 p.m. Exhibit Hall

**2:50 p.m. NHMA Annual Meeting
Dartmouth Room**

3:15 p.m. CONCURRENT SESSIONS

Addressing Housing Stability in New Hampshire (*In-person only*)

The challenge of housing instability in New Hampshire is one we cannot afford to ignore as it concerns the health and prosperity of our fellow residents. Addressing this challenge requires a collaborative and innovative approach across state, regional, and local leadership. For the first time, New Hampshire has a comprehensive strategy and plan to address all aspects of housing and homelessness. A full version of the plan, developed the Council on Housing Stability, can be viewed here: <https://nhchs.org/strategicplan/>. This session will offer attendees an understanding of the short- and long-term recommendations to advance planning, policy, and resource allocation for statewide, regional, and local community-based efforts; perspective from municipal leaders and policy experts on the opportunity to advance these strategies locally; and examples of innovative solutions underway in New Hampshire communities.

Presented by: Community Development Finance Authority

Track(s): Economic Development, Land Use & Environment, Welfare

American Rescue Plan: Grant Implementation Best Practices (*In-person & streaming virtually*)

This session will cover Federal Procurement Standards, Compliance and Reporting Best Practices as they apply to ARPA. Updated guidance and resources will be provided to assist your community in the grant administration process.

Presented by: *Katherine Heck, Government Finance Advisor, NHMA*

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

The Municipal Work Force's Secret Weapon: Veterans! *(In-person only)*

It is no secret that the job force in America is aging, and the local government workforce is no exception. There are estimates that by 2020, 30-40% of the local government workforce will be eligible for retirement. Where can talented, educated, and diverse talent be found? In the military! Join our panel of local government executives/veterans, HR Directors, and executive recruiters for a discussion about how the talent pool of separating service members can meet the needs of local government.

Presented by: *Derek Ferland, County Manager & member of ICMA Veterans Advisory Committee, Sullivan County*

Lynn Phillips, Senior Program Manager of Veterans Programs, ICMA

Darrin Tangeman, Town Manager & Chair of ICMA Veterans Advisory Committee, Town of Truro, MA

Alan Gould, President & Chief Operating Officer, MRI

Track(s): Employment/Human Resources

The Right-to-Know Game Show *(In-person only)*

This will be a lively presentation involving the Right-to-Know Law in a game show format. Attorneys from the Drummond Woodsum law firm will split into two teams, and the audience will be called upon to participate and assist the "players" in answering questions. This fun and participatory format will help attendees gain a better understanding of the Right-to-Know Law than they would from a traditional seminar.

Presented by: *Matthew Serge, Attorney / Shareholder, Drummond Woodsum & MacMahon*

Keriann Roman, Attorney / Shareholder, Drummond Woodsum & MacMahon

Christine Fillmore, Attorney / Shareholder, Drummond Woodsum & MacMahon

Steven Whitley, Attorney / Shareholder, Drummond Woodsum & MacMahon

Shawn Tanguay, Attorney / Shareholder, Drummond Woodsum & MacMahon

Matt Decker, Attorney / Shareholder, Drummond Woodsum & MacMahon

Huddy Grandy, Attorney / Associate, Drummond Woodsum & MacMahon

Jane Taylor, Attorney, Drummond Woodsum & MacMahon

Track(s): Governance/Select Boards

Wellness Trends *(In-person only)*

The COVID-19 pandemic forced many of us to pivot and rethink how and where we work. With many workplaces going remote, employee homes turned into offices, schools, and daycare facilities. Many employees are now beginning to show signs of stress and burnout, and mental health issues are on the rise. Wellness priorities have shifted, and programs centered on mental health, stress management, and mindfulness are what the future holds as we address the lingering impacts of the pandemic on employees. In this session we will discuss wellness trends and you will leave with ten things you can do at your workplace to help improve employee health and well-being.

Presented by: *Kerry Horne, Wellness Coordinator, HealthTrust*

Track(s): Employment/Human Resources, Governance/Select Boards, Public Safety Best Practice & Emerging Issues

4:30 p.m. Reception
Assembly Area

Thursday, November 18, 2021 – Virtual Sessions Only

9:00 a.m. Welcome Remarks

9:15 a.m. CONCURRENT SESSIONS

A Comprehensive Review of the NH Municipal Tax Rate Setting Portal

Axiomatic will walk through the functions and features of the tax rate setting portal from proposed budgets through tax rate setting. This will provide a complete picture of the tax rate setting portal.

Presented by: *Patrick Santoso, Principal, Axiomatic*

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

Court Update

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

Presented by: *Natch Greyes, Municipal Services Counsel, NHMA*
Stephen Buckley, Legal Services Counsel, NHMA

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

Critical Issues Facing the New Hampshire Fire Service

Issues that are currently facing the New Hampshire fire service are severe and may have long-lasting consequences. These issues affect volunteer, call, and career departments alike. No department or community is immune. This presentation will identify and address issues including recruitment, retention, cancer, succession planning, mental health, and Covid, as well as other relevant topics.

Presented by: *Kirk Beattie, Fire Chief/ 1st VP New Hampshire Association of Fire Chiefs, Laconia Fire Department*

Track(s): Public Safety Best Practice & Emerging Issues

Recycling in NH: State of Recycling Markets

You have likely heard about the supposed death of recycling in recent years. But have you heard that recycling has been thriving in recent months, in part due to the pandemic? Join representatives from the Northeast Resource Recovery Association, a recycling nonprofit that helps New Hampshire communities sell their recyclables, about the economics of the current recycling markets and the resulting impacts on New Hampshire community solid waste budgets.

Presented by: *Reagan Bissonnette, Executive Director, Northeast Resource Recovery Association
Bonnie Bethune, Sr. Member Services Representative, Northeast Resource Recovery Association*

Track(s): Finance & Taxation, Governance/Select Boards, Land Use & Environment, Public Works

Rising Quickly to the Recovery – Mutual Aid and Disaster Response Considerations for Public Works Agencies

In all aspects of public service, preparation is key. Most emergency events include substantial coordination of people, equipment, and material resources, as well as documentation and record-keeping. Being able to quickly assess priorities and needs, triage response, establish and delegate critical tasks and functions, and maintain effective communication is essential to effective emergency response during a disaster.

Alan Côté (Town of Derry) and Kürt Blomquist (City of Keene) from New Hampshire Public Works Mutual Aid will discuss the public works role in natural and other emergency disaster response, contingency planning, and the importance of a strong mutual aid network. This session will also include an introduction to New Hampshire Public Works Mutual Aid. Whether it's a bridge or culvert washed out in a flood, or roadways rendered impassable from tree damage after an ice storm, public works response in these times requires advance planning and always asking "what if..." Abraham Lincoln said, "I will prepare and someday my chance will come." While we may hope our chance at addressing an emergency event or natural disaster never does come, public works must be prepared to address those events should they occur. Join us for lessons learned and considerations from other local agencies that have responded to the "what if," and gain an understanding of public works' role in ensuring quick recovery when municipal assets are impacted.

Presented by: *Alan Côté, Superintendent of Operations, Derry
Kürt Blomquist, Public Works Director, NHPWMA Chair, Keene*

Track(s): Public Safety Best Practice & Emerging Issues, Public Works

10:30 a.m. Exhibit Hall

10:45 a.m. CONCURRENT SESSIONS

A Public Employer's Guide to Federal Labor Law Compliance: Wage and Hour Requirements Under the Fair Labor Standards Act

Calculating overtime pay and properly classifying employees as "exempt" or "non-exempt" under the FLSA can be complicated and costly if not done correctly. The presentation will discuss the types of pay that need to be included in the "regular rate" when computing overtime, as well as common wage issues. It will also cover wage exemptions found in the public sector, including the "541" exemption for salaried employees. Time permitting, the child labor restrictions under the Act will also be discussed.

Presented by: *Brian Cleasby, Community Outreach and Resource Planning Specialist, U.S. Department of Labor/Wage & Hour Division*

Track(s): Employment/Human Resources

Adopting Buffers in Zoning to Protect Surface Water Sources of Drinking Water

Approximately 40% of New Hampshire residents rely on lakes, reservoirs and rivers as their primary source of drinking water, yet many surface water bodies used as water supplies have very limited shoreline buffer protection. Natural and undisturbed buffers are proven to reduce non-point source pollutants associated with stormwater runoff. While state regulations offer some limited shoreline buffer protection, there is significant opportunity for municipal zoning to strengthen shoreline buffers to protect these resources more effectively.

Few municipalities have adopted zoning language designed to protect surface water used as a source of drinking water, and no guidance is currently available for New Hampshire towns on how to adopt this form of buffer protection in local zoning. New zoning guidance developed by the Rockingham Planning Commission with support from the New Hampshire Department of Environmental Services' Source Water Protection Program provides model language for municipalities to adopt into local zoning and answers key questions, such as: What's an effective buffer distance to protect a surface water source of drinking water? When should a buffer be extended based on the nearby site conditions (slope, erodible soils)? What are the key legal issues and barriers to local adoption of buffers? The Rockingham Planning Commission and NHDES will answer these questions, among others, and provide a summary of this new zoning guidance, the literature supporting the recommended buffer(s), and available technical and financial resources to assist municipalities.

Presented by: *Pierce Rigrod, Supervisor, DWGB, Source Protection Program, New Hampshire Department of Environmental Services*
Jenn Rowden, Senior Planner, Rockingham Planning Commission

Track(s): Land Use & Environment

Self-Care and Workplace Burnout Prevention – The Next Round of a Pandemic

Our work and personal lives have unfolded against the challenging backdrop of Covid for more than a year now. Although stress is a normal part of life, too much of it for too long can negatively affect employees' health and morale. Productivity and safety on the job may also be compromised. Left unchecked, chronic stress can lead to employee burnout—marked by mental, emotional, and/or physical exhaustion, or a “numbing” of feelings and care toward oneself or others. This session focuses on stress management, how to recognize the warning signs of burnout, and strategies for coping with and preventing burnout, at the individual and organizational levels.

Presented by: *Lisa Maloney, Account Manager, LifeResources*

Track(s): Governance/Select Boards, Employment/Human Resources, Public Safety Best Practice & Emerging Issues

Build Your Brand...Build Your PW Team – Applying PR and Employer Branding to Your Hiring Strategy formerly The PW PR Power Hour!

Is your employer brand working with you...or against you? The talent shortage is real, and employers are working double time to attract employees, especially in highway construction and public works. A communication strategy, strong employer brand, and deep network can build awareness and recognition of Public Works within your community and help get you noticed with job seekers.

Join Marilee for a fast-paced flurry of tips, resources, and ideas meant to inspire and introduce you to ways to communicate who you are as a team and municipal partner, grow your workforce partnerships, and engage and encourage job seekers to take a look at public works. POWER UP your Public Relations, ELEVATE your employer brand, and BROADEN your network to highlight fantastic career opportunities and the many ways #PublicWorksMakesItHappen!

Presented by: *Marilee LaFond, Director, Technology Transfer Center, UNH Technology Transfer Center (UNH T2)*

Track(s): Public Works, Tech Corner

Welfare 202 - Beyond The Basics, The Art of Welfare

This session goes beyond Welfare 101, Introduction to Municipal Local Welfare. The speakers will discuss how to navigate the legal and humanitarian dynamics of municipal local welfare responsibilities, including networking, agency collaborations, resource referrals, welfare guideline allowances, determinations, and more.

NHLWAA Executive Board Panel Training Committee.

Presented by: *Todd Marsh, President, NH Local Welfare Administrators Association*
Dana Brien, Welfare Administrator, Town of Hillsborough
Charleen Michaud, Welfare Director, City of Manchester

Natalie Darcy, Human Services Manager, City of Keene

Track(s): Welfare

12:00 p.m. Lunch

12:30 p.m. Exhibit Hall

1:00 p.m. CONCURRENT SESSIONS

Debunking the Myths About Deductible Health Plans

This session will debunk the myths and common misconceptions about deductible health plans and how they work. Discover the possible cost savings and comprehensive coverage these plans provide and how they can be paired with health reimbursement arrangements (such as HealthTrust's Benefit Advantage Program) and health savings accounts. Plus a HealthTrust success story – find out how a community saved costs while providing comprehensive coverage.

Presented by: *Mark Broth, Esquire, Drummond Woodsum*
David Salois, Member Relations Representative, HealthTrust
Melisa Briggs, Benefits Assistant Manager, HealthTrust
Shaun Mulholland, City Manager, City of Lebanon

Track(s): Employment/Human Resources

Grants Available to Protect Community Drinking Water Supplies by Protecting Land

How protected are your community's drinking water supplies? Is there undeveloped land within wellhead protection areas or water supply watersheds? Are you about to develop a new supply and would like to protect the land in the vicinity? Protecting source water can reduce treatment costs and ensure the quality and availability of your water supplies. The New Hampshire Drinking Water and Groundwater Trust Fund provides grants to municipalities, public water systems, and certain nonprofit organizations to protect water supply lands. Learn about the annual grant application process and hear from one town about how it obtained funds to protect a local drinking water supply.

Presented by: *Sandra Crystall, Principal Planner, New Hampshire Dept of Environmental Services*
Robert Knight, Member, Hopkinton Conservation Commission

Track(s): Land Use & Environment, Public Works

New Hampshire Housing Finance Authority

This session will provide information regarding rental and tenant assistance programs, supportive housing programs, housing choice vouchers, and family self-sufficiency programs.

Presented by: *DeeAnn Pouliot, Managing Director, Assisted Housing Division, New Hampshire Housing Finance Authority*

Track(s): Welfare

Opportunities in ARPA: Broadband, Water, and Sewer

Experts from the National League of City's Federal Advocacy team will highlight opportunities for investments in broadband, water, and sewer using ARPA funds, including an update on the Capital Projects Fund.

Presented by: *National League of Cities*

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

Rural Roads and You - Introduction to Local Road Safety Plans

The Federal Highway Administration (FHWA) recently unveiled a unique site to help local agencies reduce serious and fatal crashes on their roadways. The Local Road Safety Plan Do-It-Yourself Website includes resources local agencies and their partners need to create these life-saving plans. Approximately 40% of the nation's fatalities occur on locally owned roads – an average of 12,000 deaths each year. Local road safety plans (LRSPs) are an FHWA-proven safety countermeasure local agencies can use to identify at-risk locations on their roadways and deploy cost-effective safety solutions.

This session will introduce Local Road Safety Plans (LRSP), as well as orient users to the DIY site and its many resources, templates, and tools. Attendees will leave with a better awareness of the steps in creating an LRSP, including how to identify stakeholders, use safety data, choose proven solutions, and implement solutions.

Transportation planners, elected officials, public works personnel, and others with an interest in improving rural and local road safety are encouraged to attend.

Presented by: *Marilee LaFond, Director, Technology Transfer Center, UNH T2 NH LTAP*
Jerry Roche, P.E., Safety Engineer, FHWA Office of Safety
Mike Dugas, P.E., Highway Safety Engineer, NH Department of Transportation

Track(s): Public Works, Public Safety Best Practice & Emerging Issues

2:15 p.m. Exhibit Hall

2:30 p.m. CONCURRENT SESSIONS

Conflicts 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.

In this session, Attorney Greyes will help attendees learn to assess facts that may indicate a conflict and determine whether recusal is necessary.

Presented by: *Natch Greyes, Municipal Services Counsel, NHMA*

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

Important Roles for Municipalities in Preventing Childhood Lead Poisoning

This session will provide an overview of the ongoing health threat of childhood lead poisoning, and important ways in which municipalities can help protect families and children from this threat. Attendees will come away with a better understanding about the problem of childhood lead poisoning, and about strategies to (1) access financial resources to tackle the problem, (2) prevent unsafe renovation and painting activities that unnecessarily expose children to lead, and (3) ensure that children are not exposed to lead in water in schools.

Presented by: *Tom Irwin, Vice President, Conservation Law Foundation New Hampshire*
Gail Gettens, Child Development Specialist & Health Promotion Advisor, NH Department of Health and Human Services
LeaAnne Atwell, Program Manager - Lead in Schools & Childcare Facilities, NH Department of Environmental Services
Donald Derrick, Claremont Lead Action Team
Charlene Lovett, Mayor, City of Claremont
Heidi Trimarco, Staff Attorney, Conservation Law Foundation
Derek Ferland, County Manager, Sullivan County

Track(s): Welfare, Land Use & Environment, Public Safety Best Practice & Emerging Issues

The Local Technical Assistance Program (LTAP) - Your Partners in Public Works Professional Development

As the highway construction industry and municipal public works face a shortage of skilled workers to fill vacant jobs, awareness of the need for workforce development has grown. Ensuring professional development and training opportunities for public works and highway maintenance professionals affects more than open headcount. Actively supporting employees' professional development can improve job performance, boost morale, and improve productivity and effective delivery across the organization.

The UNH Technology Transfer Center (UNH T2) is the site of New Hampshire's Local Technical Assistance Program (LTAP), and is funded by the Federal Highway Administration (FHWA) and New Hampshire Department of Administration. LTAP provides training, technical assistance, resources, and technology transfer to local and rural roadway agencies in support of road maintenance. UNH T2 is one of your town's partners in supporting local highway teams! Join us for an introduction to the many resources and training opportunities offered at no cost by UNH T2, as well as through its network of partners within NLTAPA (National LTAP Association), FHWA, and the transportation industry. We'll share a variety of training, resources, and technical assistance opportunities on a broad array of topics that affect YOUR

local highway team, including equipment operation, winter maintenance, roadway management and pavement preservation, rural road safety, road and bridge construction, leadership, employee and work zone safety, and much more.

This will be a great introduction to LTAP for those unfamiliar with our program, and you'll walk away with some immediate resources and a friendly new face to help your public works highway team succeed in its goals.

Presented by: *Marilee LaFond, Director, Technology Transfer Center, UNH Technology Transfer Center (UNH T2)*

Track(s): Public Works

Friday, November 19, 2021 – Virtual Sessions Only

9:15 a.m. CONCURRENT SESSIONS

CHEER: Community Health and Environmental Exposure Resources

This session will provide education about how staff from the New Hampshire Department of Environmental Services (NHDES), the New Hampshire Division of Public Health Services (NH DPHS), and the Agency for Toxic Substances and Disease Registry (ATSDR) work in partnership with the Environmental Protection Agency (EPA) and communities to reduce environmental exposures and to promote public health.

ATSDR is a federal public health agency of the United States Department of Health and Human Services. The Agency is charged with protecting communities from harmful health effects related to exposures to natural and man-made hazardous substances. This is accomplished by responding to environmental health emergencies; investigating emerging environmental health threats; conducting research on the health impacts of hazardous waste sites; and building capabilities of and providing actionable guidance to state and local health partners. Through a cooperative agreement, ATSDR has provided funding to NHDES and NH DPHS as state partners to carry out their charge of protecting communities.

APPLETREE stands for the ATSDR's Partnership to Promote Local Efforts to Reduce Environmental Exposures. The APPLETREE team includes staff from NHDES and NH DPHS, with expertise in health risk assessment, toxicology, health education, community engagement, and project management. In addition to the formal partnership established with ATSDR, NHDES, and NH DPHS, we consider community leaders, community members, and other organizations dedicated to promoting and protecting health to be our partners. Our work relies on this partnership and community engagement. Join us for this session to learn about how we can work together to protect your community!

Presented by: *Robert Thistle, Health Risk Assessor, NH Department of Environmental Services
Laurie Rardin, Environmental Health Coordinator, NH Division of Public Health Services*

Track(s): Land Use & Environment, Risk Management, Public Safety Best Practice & Emerging Issues

Introduction to the Charitable Trusts Unit - NH Department of Justice

This session will provide an overview of the work of the Charitable Trusts Unit of the New Hampshire Attorney General's Office. Its mission is to protect the public's interest in the organizations and assets committed to charitable purposes in New Hampshire through registration, education, and enforcement. The session will then focus on common challenges faced by municipal trustees, including trustees of trust funds, library trustees, and cemetery trustees.

Presented by: *Thomas Donovan, Director of Charitable Trusts, NH Department of Justice*
Diane Quinlan, Assistant Director of Charitable Trust, NH Department of Justice

Track(s): Trustees

Walk-the-Talk - Achieving ADA Compliance in Pedestrian Infrastructure

Join us for an introduction to local municipal responsibilities for accessibility in pedestrian infrastructures and considerations to help your agency toward compliance. We'll review why the Americans with Disabilities Act (ADA) matters for transportation professionals and in Public Right-of-Way Accessibility Guidelines, as well as the steps for compliance including self-evaluations and transition plans. There will be a review of the principles of ADA-compliant pedestrian infrastructure, as well as additional resources for continued support and awareness of asset management options including New Hampshire's Statewide Asset Data Exchange Service (SADES).

Topics will include the following, with plenty of time for questions.

- Public Right-of-Way Accessibility Guidelines (PROWAG) and ADA
- Steps to Title II Compliance
- The Role of an ADA Coordinator
- Self-Evaluations
- Transition Plans
- Pedestrian Infrastructure Technical Considerations and Options
- NH SADES for asset collection

Presented by: *Sandt Michener, ADA Title II Coordinator, NH Department of Transportation*
Marilee LaFond, Director, Technology Transfer Center, UNH Technology Transfer Center (NH LTAP)

Track(s): Public Works

10:30 a.m. Exhibit Hall

10:45 a.m. CONCURRENT SESSIONS

Build A Climate of Public Library Support for Your Community

Many library trustees, whether appointed or elected, come into the position through a love of learning, reading, or community activism. While this is laudable and passionate, there are definite elements of community governance, New Hampshire law, and relationship-building best practices that can make a huge difference regarding library support. Our panel of speakers will provide an overview of things to consider implementing as foundational elements for continued public library support in your community long after your trustee term has ended.

Presented by: *Lori Fisher, Assistant State Librarian, New Hampshire State Library*
Mindy Atwood, Library Director, Abbott Library (Sunapee)
Marcia McLaughlin, Library Trustee/NHLTA President, Weeks Public Library (Greenland)/NHLTA

Track(s): Employment/Human Resources, Trustees, Governance/Select Boards

Mobilizing Clean Transportation Communities: Low and Zero Emissions Fleet Strategies and Opportunities for New Hampshire's Cities and Towns

Motor vehicles are the largest source of air pollution in New Hampshire and the Northeast, including pollutants that aggravate asthma and contribute to climate change. Low and zero-emission vehicles and equipment are the key to reducing those emissions and are in use today in New Hampshire -- transporting our children to school, keeping our lights on, and collecting our trash. Learn how cleaner vehicles are being used in municipal and other fleets, and strategies to bring them to your community. This session will provide attendees with 1) examples of cleaner fuel applications and projects in New Hampshire (e.g., hybrid electric transit buses, electric vehicle charging stations, propane school buses, natural gas refuse trucks/transit buses/fueling stations, and more), 2) current and future plans for alternative fuel/electric vehicle charging infrastructure and investments, and 3) available funding, incentives, and procurement opportunities. Attendees will take away strategies they can apply in their own communities.

Presented by: *Jessica Wilcox, NHDES Transportation Program Specialist & GSCCC Coordinator, NH Department of Environmental Services/Granite State Clean Cities Coalition*
Timothy White, Supervisor, Mobile Sources Section, NH Department of Environmental Services
Karen Holden, Assistant Director-School Operations, Manchester Transit Authority

Track(s): Public Works, Tech Corner, Land Use & Environment

12:00 p.m. Conference Concludes