



81st Annual Conference *Getting Used to Different*

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 16, 2022 – In-person Sessions & Streaming Some Popular Sessions Virtually

7:30 A.M. Registration Opens
Exhibit Hall Concourse

Breakfast
Armory

8:45 A.M. Welcome Remarks

9:00 A.M. General Session: Get Used to Different! Reinvent Your Municipality Post-Pandemic (In-person & Streaming Virtually)
Presented by: Jim Mathis, IPCS, CSP, CSJMT, The Revinention Pro™

Every city, town and municipal manager and leader can reinvent themselves and their leadership in a personally challenging and value-changing presentation that will change your city's/town's strategic outlook. Change is happening! With recent city bankruptcies and defaults, it is clear that your realities have changed due to changes in the economy, social/cultural transition, Millennials coming of age, mobile public, technological advances and demographic trends.

Participants will answer Critical questions dealing with how citizens feel “punished” for doing business with you; what policies, practices or programs have become “dinosaurs” in our city business; what has the pandemic changed in our town; what method are you using to equip your people to do tasks with authority; and what is “kindling” our method of operations are dealt with in small group discussion.

10:00 A.M. Exhibit Hall Opens





10:45 A.M. CONCURRENT SESSIONS

Appraising the Outliers: Unique Properties (*In-person*)

This session will address methods and techniques available for an appraiser who must develop a supported opinion of value for unique properties.

Presented by: Barry Shea, Appraiser, ASA, IFA, ARM-RP, NH Association of Assessing Officials

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

Current State of Charge: Electric Vehicle Charging Investments & Opportunities for New Hampshire Communities (*In-person*)

New Hampshire is gearing up for groundbreaking investments in Electric Vehicle charging infrastructure through the Bipartisan Infrastructure Law (BIL) and the Volkswagen (VW) Mitigation Trust settlement. Battery Electric Vehicles (EV) are an exhaust-free solution to greenhouse gas emissions from cars, trucks, and buses. With mainstream automakers bringing more diverse EV models to the market, access to public charging has become top-of-mind for consumers. In this session we will explore the need for public charging in NH, review the current landscape and steps being taken, and provide guidance to municipalities on how to be shovel ready if and when funding opportunities or investments become available to your community. Learn from municipalities leading the charge with successfully completed projects: the crew, steps, and costs. Take away insights and strategies you can apply towards developing an EV charging action plan for your community and the types of projects communities can and should proceed with on their own.

Presented by: Phil Lamoreaux, NHDES Climate & Energy Program Manager, NH Department of Environmental Services

Seth MacLean, Assistant Town Administrator, Town of Peterborough

Brian Deshaies, Selectman, Town of Wolfeboro

Daniel Shanahan, Eastern Regional Sales Director, EVSE LLC

Emily Manns, Chair, Peterborough Energy Committee

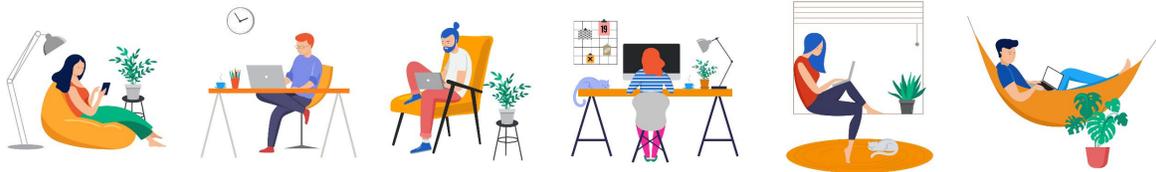
Bruce Tucker, Member, Peterborough Energy Committee

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

Employee Benefits Matter! (*In-person*)

Employee Benefits play a role in attracting and retaining employees for your community. Learn which benefits help achieve a robust and comprehensive benefits package for your employees,





their covered family members, and retirees through strategic benefit plan design. This session will discuss the benefit plan designs that round out the benefit offerings for employees. Cost savings in this process may be achieved with HealthTrust’s preferred plans, Health Reimbursement Arrangements and Flexible Spending Accounts. Learn how other communities successfully saved costs while maintaining comprehensive coverages for their employees.

Presented by: *David Salois, Member Relations Representative, HealthTrust*
Melisa Briggs, Benefits Assistant Manager, HealthTrust
Mark Broth, Benefits Assistant Manager, Drummond Woodsum & MacMahon

Track(s): Employment/Human Resources

Local Land Use Regulations and Innovative Planning Techniques (*In-person*)

This two-fold session will first present the results of the 2021 Municipal Land Use Regulation Survey conducted by the New Hampshire Office of Planning and Development and, second, introduce some innovative land use tools that communities can utilize to balance housing and conservation interests, while proactively planning for the future, with emphasis given to the transfer of development rights. Topics covered by the survey and discussed in this session include local land use boards, master plans, housing, short-term rentals, economic development, planning and development techniques, water and shoreland regulations.

Presented by: *Noah Hodgetts, Principal Planner, New Hampshire Office of Planning and Development*
Alvina Snegach, Assistant Planner, New Hampshire Office of Planning and Development

Track(s): Land Use & Environment

NHMA’s Annual Legislative Update (*In-person & Streaming Virtually*)

Join NHMA’s Government Affairs Counsel, Natch Greyes, and Government Finance Advisor, Katherine Heck, in NHMA’s annual presentation on the events of this year’s legislative session and predictions of what municipalities might be facing next year. Despite not being a budget year, the team worked to secure more than \$130 million for municipalities, and took on a wide range of issues from advocacy efforts at the legislature to attorney-client privilege repeal and statewide zoning mandates. Learn what the team has been working on over the summer and what bills are likely forthcoming in 2023.

Presented by: *Natch Greyes, Government Affairs Counsel, New Hampshire Municipal Association*
Katherine Heck, Government Finance Advisor, New Hampshire Municipal Association





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

Preparing to Defend Against Today’s Cyber Threats: Why You Are a Target and What No Cost Cybersecurity Resources are Available to Help (*In-person*)

For a brief time, many smaller municipalities felt insulated to cyber criminal activity. After all, who would want to target a town of 6,000 when there are 317 larger targets in the form of U.S. cities with populations over 100,000? Unfortunately, the cyber threat environment has shifted, and, today, everyone is a potential target. This webinar will provide an overview of today’s cyber threat environment and help you navigate the vast (and sometimes confusing) world of no cost cybersecurity resources available to build cyber resilience, strengthen defenses, and ultimately help make you a hard target.

Presented by: *Rick Rossi, Cybersecurity Advisor - New Hampshire, U.S. Cybersecurity and Infrastructure Security Agency (CISA)*
Cori Casey, Risk Management Consultant, NH Public Risk Management Exchange (Primex3)
Tim Benitez, Resident Agent in Charge, U.S. Secret Service (USSS)
Ken Weeks, Chief Information Security Officer, New Hampshire Department of Information Technology
Jason Sgro, Senior Partner, The ATOM Group

Track(s): Public Safety Best Practice & Emerging Issues, Risk Management, Tech Corner

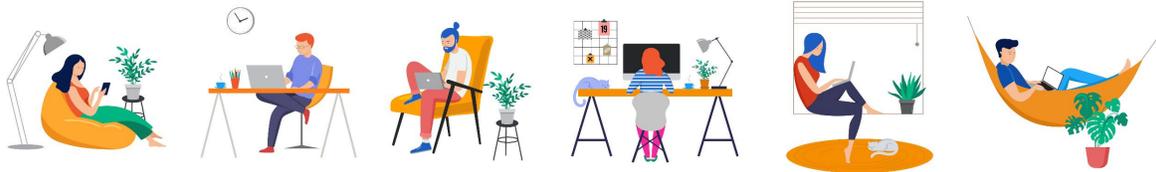
The NH Building Code Process – Answers to Most Questions (*In-person*)

This session will provide an overview of the 3-year building code adoption cycle from the national level to the codes adopted in NH. Updates to NH statutes relative to the code adoption, local amendments, appeals processes and the added responsibilities to the NH Building Code Review Board (BCRB) will be discussed and audience questions answered. The intent of this session is to be interactive and engage the audience by providing answers to the most common questions relative to the local building department, code official responsibilities, permitting, and the inspections processes.

Presented by: *William McKinney, President, NH Building Officials Association*
Philip Sherman, Chairman, NH Building Code Review Board

Track(s): Code Officials, Economic Development, Governance/Select Boards, Land Use & Environment, Public Safety Best Practice & Emerging Issues





Unwinding the Complex Legal Landscape Applicable to New Hampshire Fire Departments (In-person)

Fire departments often present municipalities with unique and complicated issues. For example, RSA 154 allows municipal departments to be organized in a wide variety of ways, which often creates confusion regarding who has the authority to direct and control the department. While these structures can be modified and/or clarified, municipalities need to plan far in advance to implement such changes. Additionally, employment exceptions within the federal and state wage and hour laws allow many (but not all!) fire department employees to be paid differently than other municipal employees, assuming they are employees in the first place and not volunteers. This presentation will cover these and other matters unique to New Hampshire's fire departments.

Presented by: *Anna Cole, Attorney, Drummond Woodsum & MacMahon
Matthew Serge, Attorney, Drummond Woodsum & MacMahon*

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

Working with Difficult and Different People Better (In-person)

Every city manager, mayor, leader, and council person can learn how to work together better reducing leadership stress. How do you manage different people in a changing environment? Are you connecting and communicating with everyone in their strengths? An energetic, entertaining, and interactive exchange about managing individuals to bring out their best performance. Attendees will explore essential tools for managing, leading & retention of good workers, improved public communication and reduced conflict delivered in a humorous "Dr. Phil meets Jeff Foxworthy" style presentation.

Presented by: *Jim Mathis, IPCS, CSP, CSJMT, The Revinention Pro™*

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

12:00 P.M. Lunch
Exhibit Hall

1:00 P.M. Exhibit Hall





1:30 P.M. CONCURRENT SESSIONS

Advocating to Policy Makers (*In-person & Streaming Virtually*)

In this session, attendees will learn how to figure out who to contact when they have a problem that they want to talk about, how a bill becomes a law (including how to help create legislation, advocate for or against it, and the entire legislative process), and get helpful tips about how to testify in person and do so effectively. Presenters will use examples from the 2022 session to demonstrate the process, and provide insight into potential upcoming legislation pertaining to municipalities.

Presented by: *Natch Greyes, Government Affairs Counsel, New Hampshire Municipal Association*
Katherine Heck, Government Finance Advisor, New Hampshire Municipal Association

Track(s): Assessing, Governance/Select Boards, Public Works, Trustees, Welfare

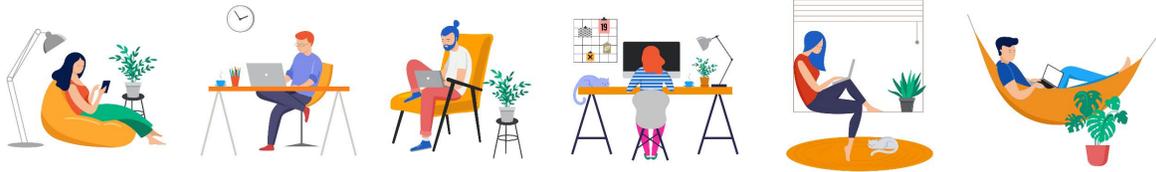
Community Engagement Tools to Advance Housing Policies (*In-person*)

This session will highlight the role of community engagement and grassroots advocacy in examining local land use regulations to increase housing supply, affordability, and diversity. The panel will explain what community engagement is, why it matters, and introduce creative community engagement tools. Attendees will hear real examples of tried-and-true strategies that go beyond surveys and listening sessions. Presenters will touch on resources and models for incorporating community engagement into the work of municipal planners and planning consultants work, including tools used in UNH Cooperative Extension's Housing Academy and New Hampshire Housing's How Do We Talk About Housing? A Guide to Community Engagement and Grassroots Advocacy.

Presented by: *Sarah Wrightsman, Community Engagement Coordinator, New Hampshire Housing*
George Reagan, Community Engagement Manager, New Hampshire Housing
Tiffany Tononi McNamara, Community Engagement Manager, Plan New Hampshire
Molly Donovan, Community Economic Development State Specialist, University of New Hampshire Cooperative Extension

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





DRA Systems Overview (*In-person*)

The presenters of this session will provide an overview of the Department of Revenue Administration's (DRA's) Municipal and Property Division's software systems. Attendees will learn what they need to know to effectively utilize these tools to ensure compliance with DRA's reporting requirements.

*Presented by: David Salzer, Principal, Axiomatic
Patrick Santoso, Principal, Axiomatic
Justin Lowe, Principal, Axiomatic*

Track(s): Assessing, Finance & Taxation

Get Inspired! (*In-person*)

Resilience, Perseverance and Dreaming Big – Get inspired by this young leader's story. Discover how she moved forward in her mental health journey through running and with the help of the Corigen Medication Safety Program.

Presented by: Krsita Bouchard, Wellness Coordinator, HealthTrust

Track(s): Employment/Human Resources

Hot Topics in Highway Regulation (*In-person*)

This session will address the hot-button issues regarding roads that are faced by municipalities of all sizes and in all corners of the state. You'll hear about development along Class VI and private roads, ATVs and OHRVs on municipal roads, the effect of a "scenic road" designation, and regulations on the use of Class VI roads. The information presented will be of interest to governing body members and municipal managers, as well as land use boards and public works.

*Presented by: Christine Fillmore, Attorney, Drummond Woodsum & MacMahon
Matthew Decker, Attorney, Drummond Woodsum & MacMahon*

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

NH Energy Landscape: Patterns, Policies, and Potential (*In-person*)

In New Hampshire energy costs are on the rise, affecting residential, commercial, and municipal budgets. This rise in energy costs is due not only to a rise in the price of electricity, and transportation and heating fuels, but also the fact that New Hampshire's total energy use has stayed the same for the last decade. For municipalities, this trend is likely to continue absent





changes in state policies and local decisions. This session will explore the implications of New Hampshire's energy use and costs and present options for managing those costs over the short and long-term. The session will be facilitated by Clean Energy NH staff with local and regional experts providing their view on obstacles to lowering costs and opportunities to do so.

Presented by: *Chris Skoglund, Director of Energy Transition, Clean Energy New Hampshire*
Sam Evans-Brown, Executive Director, Clean Energy New Hampshire

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

Peterborough: Lessons Learned from a Business Email Compromise (*In-person*)

In 2021, the Town of Peterborough, New Hampshire, like many other communities in the United States became the target of a highly coordinated and well executed cyber attack. Join Town Administrator Nicole MacStay who led the town through this challenging period, Jason Sgro, Senior Partner of ATOM and the Forensic First Responder lead, and Richard Rossi, Cybersecurity and Infrastructure Security Agency (CISA) Cybersecurity Advisor for New Hampshire to discuss and learn from this attack.

Presented by: *Cori Casey, Risk Management Consultant, New Hampshire Public Risk Management Exchange (Primex3)*

Nicole MacStay, Town Administrator, Town of Peterborough

Jason Sgro, Town Administrator, ATOM

Richard Rossi, Cybersecurity Advisor - New Hampshire, Cybersecurity and Infrastructure Security Agency (CISA)

Tim Benitez, Resident Agent in Charge, U.S. Secret Service (USSS)

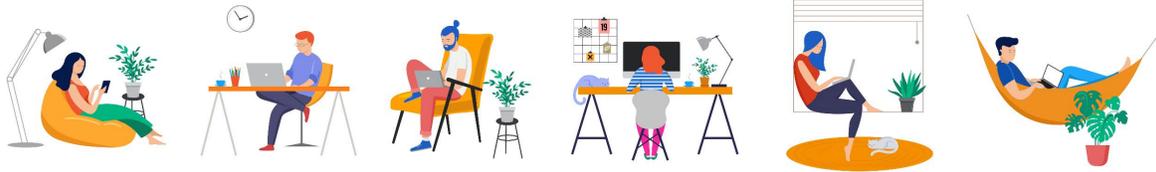
Track(s): Finance & Taxation, Governance/Select Boards, Risk Management, Tech Corner, Employment/Human Resources

Tax Anticipation Notes & Tax-Exempt Status: State and Federal Requirements (*In-person*)

Many people are surprised to learn that Tax Anticipation Notes (TANs) can be issued as taxable or tax-exempt, and that tax-exempt TANs are limited in the amount of the loan under federal law. This presentation will cover TAN requirements under state law, as well as requirements under federal law to be issued as tax-exempt. Attendees will obtain a greater understanding of TANs, state and federal requirements, and the limitations imposed at the federal level to issue a TAN as tax-exempt.

Presented by: *Steven Whitley, Attorney, Drummond Woodsum & MacMahon*





Greg Im, Attorney, Drummond Woodsum & MacMahon

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

Tiny Homes (Not In My Backyard) (In-person)

The reality of building small in New Hampshire. This session will provide a closer look at New Hampshire's Building Codes and Land Use Regulations that get in the way of building a code compliant small (tiny) homes. Attendees should walk away knowing what is considered tiny and how something so tiny fit in New Hampshire.

Presented by: Steven Paquin, Vice President, New Hampshire Building Officials Association

Track(s): Code Officials, Land Use & Environment

**2:50 P.M. NHMA Annual Meeting
Stark Room**

3:15 P.M. CONCURRENT SESSIONS

Ethics & Conflicts of Interest (In-person & Streaming Virtually)

The ethical behavior of all public officials and employees is an important concern for municipal officials. Not only is it critical for officials and employees to act ethically, it is also important to avoid even the appearance of unethical behavior. If citizens begin to doubt the ethics and good intentions of local officials, it is difficult to govern effectively and even more difficult to overcome the perception that "something is going on." 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, Attorneys Stephen Buckley and Jonathan Cowal will help attendees learn to assess facts that may indicate a conflict and determine whether recusal is necessary.

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

Track(s): Finance & Taxation, Governance/Select Boards, Employment/Human Resources, Land Use & Environment, Trustees, Risk Management





Looking Beyond the Surface with Brownfields Funding (*In-person*)

Is there a property in your town that looks abandoned? Are windows broken? Are parking lots overgrown with weeds? Have you long wondered, “What’s going on over there?” Is there a site that you know needs to be cleaned up but you don’t know where to find funding available to address contamination? Are you already overtaxed, literally and figuratively? NHDES’ Brownfields Program wants to help!

Presented by: Melinda Bubier, Project Manager, New Hampshire Department of Environmental Services

Michael McCluskey, Brownfields Coordinator, New Hampshire Department of Environmental Services

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

Municipal Pavement Preservation Planning and Budgeting (*In-person*)

Roads are typically the most expensive municipally-owned asset, and effective budgeting for their maintenance and preservation is critical. Ongoing road management involves meeting driver satisfaction, improving road safety, and balancing constrained budgets with rising repair costs. To address these challenges, many municipalities rely on a road surface management system (RSMS), the application of pavement management principles and repair strategies to plan for the maintenance of paved roads. Learn how regional planning commissions in NH are partnering with the New Hampshire Department of Transportation and the UNH Technology Transfer Center to assist municipalities in saving limited tax dollars by creating cost effective 10-year municipal pavement preservation plans.

Presented by: Andrew Smeltz, Planner, Southwest Region Planning Commission

Chris Dowd, SADES Manager, UNH Technology Transfer Center

David Jeffers, SADES Manager, Lakes Region Planning Commission

Matt Waitkins, Senior Transportation Planner, Nashua Regional Planning Commission

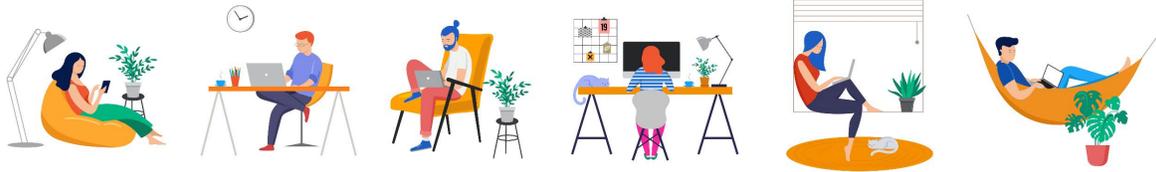
Track(s): Public Works

Recovery Homes: Myths and Facts (*In-person*)

This session will explain what recovery homes both are and are not, as well as how recovery homes and their residents are afforded protections under the Americans with Disabilities Act and the Fair Housing Act. In addition, we will discuss how these homes are vital for their residents, and why some of the common fears and misperceptions surrounding these homes are incorrect.

Presented by: Kim Bock, Executive Director, New Hampshire Coalition of Recovery Residences





Lindsay Lincoln, Fair Housing project Co-Director, New Hampshire Legal Assistance
Sean Toomey, Fair Housing project Co-Director, Division of Fire Safety, Department of Safety
William McKinney, President, New Hampshire Building Officials Association
Max Latona, Executive Director, Center for Ethics in Society, Saint Anselm College

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

RSA 79:A - Current Use (*In-person*)

Review of frequently asked questions regarding RSA 79:a; as submitted to the DRA & the Current Use Board.

Presented by: Norman Bernaiche, Assessor, Town of Hanover

Track(s): Assessing

Save Money with NHSaves: Energy Efficiency Opportunities for Municipalities (*In-person*)

NHSaves - Reducing energy costs. Protecting our environment. Making the communities of New Hampshire more sustainable. Learn how work with municipal customers to help them reduce their energy bills while receiving incentives to offset the cost of energy efficiency projects. Learn how NHSaves can help with technical and financial assistance, and guidance with project management to help identify, prioritize and implement a cost-effective energy efficiency strategy in your schools, town office buildings, libraries, police and fire stations, and water/wastewater treatment facilities.

Presented by: Tori Gerlt, Senior Project Manager, Resilient Buildings Group, Inc.

Andrew Hatch, Senior Project Manager, Resilient Buildings Group, Inc.

Brad Atwater, Facility Manager, Town of Plainfield

Melissa Elander, North Country Energy Circuit Rider, Clean Energy NH

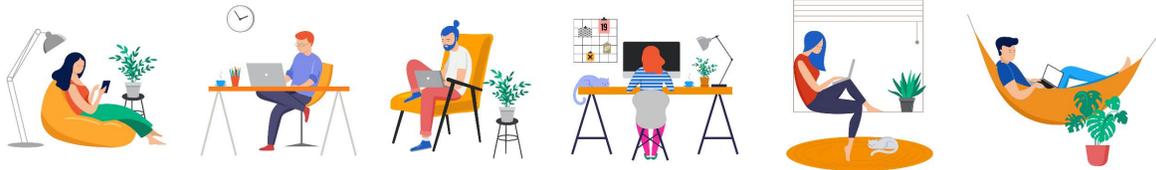
Meghan Hoye, Outreach Manager II, Franklin Energy

Track(s): Economic Development, Finance & Taxation, Governance/Select Boards, Public Works, Tech Corner

Status of Broadband in New Hampshire (*In-person*)

The New Hampshire Department of Business & Economic Affairs will provide attendees a status update on broadband activities within the state. This update will include information on broadband buildout with Capital Project Funds, a status update on the Broadband Equity and Deployment (BEAD) funds within Internet for all, and the state of digital equity in New Hampshire.





Presented by: *Mark Laliberte, Broadband Project Manager, NH Department of Business & Economic Affairs*

Matt Conserva, Broadband Business Administrator, NH Department of Business & Economic Affairs

Track(s): Economic Development, Governance/Select Boards, Tech Corner

The Future of Wellness Programs (*In-person*)

Discover how HealthTrust's new Slice of Life wellness program, powered by Virgin Pulse, can drive healthy behavior change and learn about the new-edge employee and employer resources in our new LifeResources Employee Assistance Program offered in collaboration with ComPsych.

Presented by: *Kerry Horne, Assistant Manager, Wellness, HealthTrust*

Track(s): Employment/Human Resources

When and How to do Succession Planning (*In-person*)

Planning for the future is never high on anyone's list and oftentimes it's why we get caught in a bind. It's always easier to delay this discussion. But in our business, succession planning is essential to ensure the continued operation of our wastewater treatment facilities and other municipal departments. This involves identifying potential successors for key critical roles and making sure they are prepared for the job ahead. The most common question is "How to get started?," but the most important question is, "When to get started?," and the best answer to that is "Now!" This presentation will provide ten steps so you can get the succession planning process started in your municipality.

Presented by: *Raymond Gordon, Administrator, NH Department of Environmental Services*

Track(s): Public Works, Employment/Human Resources

4:30 P.M. Reception
Assembly Area





Thursday, November 17, 2022 – In-person Sessions & Streaming Some Popular Sessions Virtually

6:00 A.M. Walking Tour Activity-Sponsored by HealthTrust
Meet in Hotel Lobby

7:30 A.M. Registration Opens
Exhibit Hall Concourse

7:30 A.M. Breakfast
Exhibit Hall

8:45 A.M. Welcome Remarks

9:00 A.M. General Session: Authentic Leadership
Presented by: Jonathan Fanning, Parent, Author, Leadership Development Expert, Entrepreneur, Citizen

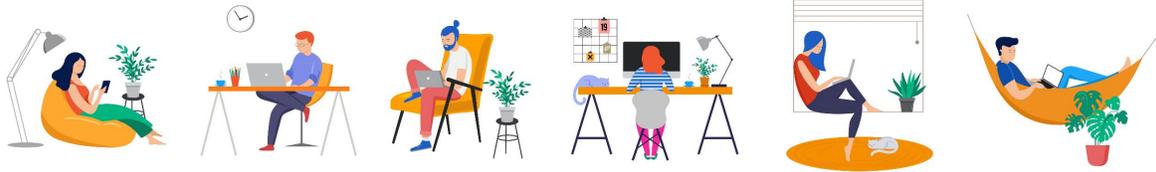
Leaders We Choose to Follow, and Cultures We Choose to Join! Especially relevant in these surreal times – every person is an agent of change... for better or for worse! “Authentic Leadership” is a unique exploration of the most effective time-tested leadership principles and paradoxes. We all know great leadership when we see it. What four things must a servant leader do? Most organizations that teach servant leadership violate at least two of these building blocks. This program may change the way you look at role models forever.

10:45 A.M. CONCURRENT SESSIONS

Don't Throw Your Cash in the Trash: Planning for Solid Waste Management & Infrastructure (*In-person*)

Attendees will learn about full cost accounting (FCA) for their solid waste facility. Instructors will discuss FCA methods that will enable municipalities and facility owners to make educated budgeting decisions on all aspects of solid waste management. Attendees will be provided with checklists, data spreadsheets, and reporting tools to assist with building a sustainable budget for solid waste management in their municipality, as well as learning about federal funding opportunities.





Presented by: *Paige Wilson, Waste Reduction & Diversion Planner, New Hampshire Department of Environmental Services*
Tara Mae Albert, SWOT Coordinator, New Hampshire Department of Environmental Services

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

Get to know “The Doorway” Program for Opioid and Other Substance Use Disorders (In-person)

Learn about "The Doorway" program in New Hampshire and how it provides single points of entry at multiple locations throughout the state for people seeking help for substance use, including treatment, support, or resources for prevention and awareness. Learn how “The Doorway” can effectively collaborate with local welfare officials and help deliver coordinated services.

Presented by: *Scott Rupp, Manager, The Doorway at Concord*

Track(s): Welfare

HB 1661 & HB 1021: What Local Land Use Boards Need to Know! (In-person)

Join Office of Planning & Development’s Principal Planner, Noah Hodgetts, and NHMA’s Government Affairs Counsel, Natch Greyes, to learn about the major changes to the land use statutes caused by the passage of HB 1661, the governor’s housing bill, including the new provisions to encourage affordable housing, change land use board processes, and optional training requirements for local land use boards. Our speakers will also discuss a new zoning exemption for properties used primarily for religious purposes that was created by HB 1021.

Presented by: *Noah Hodgetts, Principal Planner, New Hampshire Office of Planning and Development*
Natch Greyes, Government Affairs Counsel, New Hampshire Municipal Association

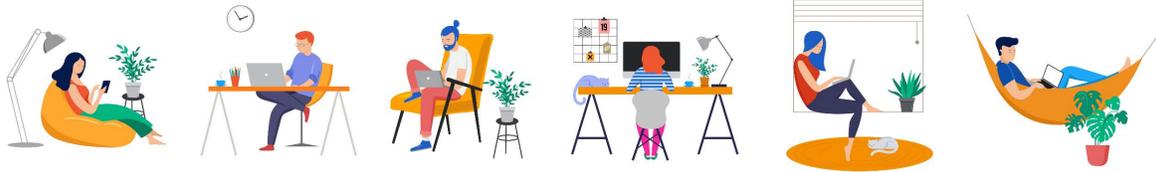
Track(s): Land Use & Environment

Meeting the Challenge of Affordable Housing (In-person)

This session will help attendees learn to find the balance between development, costs, and funding when it comes to affordable housing.

Presented by: *New Hampshire Housing*





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

Municipal Trustees: Meet the Charitable Trusts Unit (*In-person*)

In this session, attendees will learn about the role of the Charitable Trusts Unit in the oversight of funds held by municipal trustees and the fiduciary duties of municipal trustees. The session will include a discussion about the circumstances under which gift restrictions can be changed and the process for approval.

Presented by: Diane M. Quinlan, Esq., Director of Charitable Trusts, New Hampshire Department of Justice

Michael R. Haley, Esq., Assistant Director of Charitable Trusts, New Hampshire Department of Justice

Amy J. Nichols, CPA, Assistant Director of Charitable Trusts, New Hampshire Department of Justice

Track(s): Governance/Select Boards, Trustees

NHMA's Annual Court Update (*In-person & Streaming Virtually*)

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 Jonathan Cowal 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: Stephen Buckley, Legal Services Counsel, New Hampshire Municipal Association
Jonathan Cowal, Municipal Services Counsel, New Hampshire Municipal Association*

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

The Ethics of Local Control (*In-person*)

This session will facilitate a discussion about the importance of local control, as well as some of challenges that have been raised about local control in recent years. This interactive session will explore and discuss a number of questions including: Why is local control vital to our communities? Why have some concerns been raised about local control? What are the best ways that we can address those concerns?

Presented by: Max Latona, Executive Director, Center for Ethics in Society, Saint Anselm College





Jason Sorens, Director of Research and Education, Center for Ethics in Society, Saint Anselm College

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

What Is Your HR Strategy? (In-person)

In this session, attendees will learn how to set the direction for all the key areas of HR, including hiring, performance assessment, training & development, and compensation / benefits by creating an HR strategy. Presenters will discuss steps in the HR strategic planning process, and the inherent benefits of engaging in aligning your HR strategy with your overall business needs.

Presented by: *Carol Kilmister, SPHR, SHRM-SCP, Human Resource Consultant, Primex*

Track(s): Employment/Human Resources, Risk Management

Working Together to Promote Environmental Health (In-person)

This session will introduce participants to a series of resources were developed to support local leaders in responding to community concerns about environmental health developed through a partnership between the New Hampshire Department of Environmental Services (NHDES), the New Hampshire Division of Public Health Services (DPHS), and Dartmouth College. Attendees will learn what programs at the state and federal levels are available to assist them with environmental health issues, receive an introduction to environmental contaminants and exposure reduction, and be provided an overview of cancer clusters and cancer concern response.

Presented by: *Karen Craver, Administrator, Environmental Health Program, NH Department of Environmental Services*

Robert Thistle, Principal Investigator, NH Department of Environmental Services

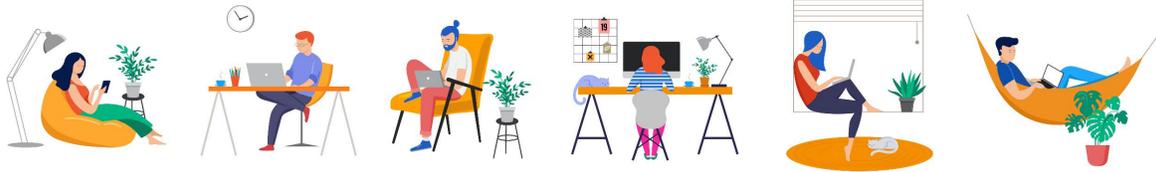
Kelly Thrippleton Hunter, Principal Investigator, NH Department of Environmental Services

Laurie Rardin, Environmental Health Coordinator, NH Department of Health and Human Services

Whitney Hammond, Administrator, Chronic Disease Prevention and Screening Section, NH Department of Health and Human Services

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





12:00 P.M. Municipal Advocate of the Year Awards Luncheon
Armory

1:00 P.M. Exhibit Hall

1:30 P.M. CONCURRENT SESSIONS

Board of Tax and Land Appeals (BTLA) Update (*In-person*)

This session will provide an update on recent, notable decisions from the Board of Tax and Land Appeals (BTLA). Attendees will learn about these decisions and their implications for future action.

Presented by: Anne Stelmach, Clerk, Board of Tax and Land Appeals

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

Community Choice Aggregation: Hear from Participating Cities/Towns (*In-person*)

Considering Community Choice Aggregation (CCA) for your community? In this session, attendees will have the opportunity to find out more about CCA from a panel of community leaders who have gone through the process. Attendees will learn about the benefits, best practices, steps in the process, and even the challenges of CCA. Attendees will also have the opportunity to get a diverse viewpoint on their CCA questions from those who have already experienced the process.

Presented by: Stuart Ormsbee, VP, Power Supply Strategies, Colonial Power Group

Bernie Lynch, Past City Manager, City of Lowell, MA

Michael Ossing, City Council President & Chair of the City of Marlboro Municipal Aggregation Committee, City of Marlborough, MA

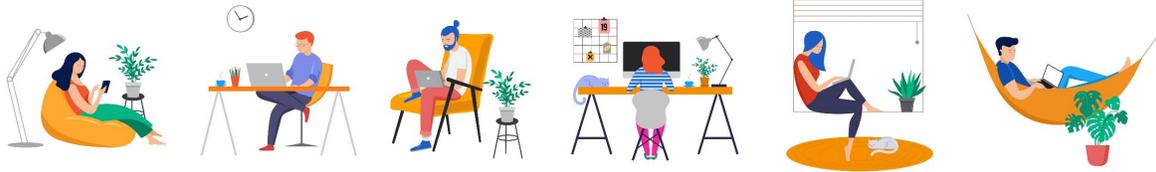
Bob Armstrong, Board of Selectmen, Town of Conway, MA

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

Economic Development 101 (*In-person*)

This session will introduce attendees to an optional state certification program in development for non-urban communities with populations of 10k and under, to assist in economic development planning, development and marketing. This session will explain the program, what certification would mean, and the access that “certified” municipalities would have to a special





pool of funds set aside for technical assistance or completion of an identified priority project within their economic development master plan.

Presented by: *Deb Avery, Business Resource Specialist, Division of Economic Development, New Hampshire Department of Business & Economic Affairs*

Track(s): Economic Development

How Much Housing Does New Hampshire Need? (In-person)

This session will provide an overview of the results of the recently completed State Housing Needs Assessments as well as the forthcoming results of the Regional Housing Needs Assessments. Highlights of this session will include current conditions and trends in New Hampshire's housing market; primary housing challenges, for the state overall and segmented by region, including how those challenges changed with the pandemic; current and projected housing needs, for the state overall and segmented by region; and tools which communities can utilize to increase permitting and production of housing of all types and sizes.

Presented by: *Noah Hodgetts, Principal Planner, New Hampshire Office of Planning and Development*

Jen Czys, Executive Director, Strafford Regional Planning Commission

Heather McCann, Executive Director, New Hampshire Housing

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

Implementing RSA 128: Town Health Officers (In-person)

On June 9, 2021, the Governor signed House Bill 79 into law, making changes to RSA 128: Town Health Officers. Included in these changes is a new mandatory training requirement for health officers as well as a mandatory meeting of the local board of health to assess local environmental health hazards. During this session, Sophia Johnson, Health Officer Liaison will review these changes under RSA 128 and discuss NH Department of Health and Human Services's actions in helping municipalities meet these new requirements. Attendees will learn the main duties of the local health officer, who comprises the local board of health, how to obtain the required training, and what should be included in writing a public health readiness report.

Presented by: *Sophia Johnson, Health Officer Specialist, New Hampshire Department of Health and Human Services*

Track(s): Code Officials, Governance/Select Boards, Public Safety Best Practice & Emerging Issues





Overview of New Hampshire Employment Security Assistance Programs (*In-person*)

Curious to learn how your municipality can collaborate with New Hampshire Employment Security? This session will provide attendees an overview of existing Employment Security assistance programs and tips on how to best collaborate with the agency to better provide services to their constituents.

Presented by: Richard Lavers, Deputy Commissioner, New Hampshire Employment Security

Track(s): Welfare

Right-to-Know Law Update (*In-person & Streaming Virtually*)

The Right-to-Know Law never stands still. This year there are statutory changes that created the Office of the Right-to-Know Ombudsman, and permitting complaints to be submitted to Ombudsman instead of the Superior Court. There have been two significant New Hampshire Supreme Court decisions governing when a record request may be refused if the release of a law enforcement record would risk circumvention of the law and using a privacy balancing test to determine if an internal investigation of a police officer must be disclosed. 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, New Hampshire Municipal Association
Jonathan Cowal, Municipal Services Counsel, New Hampshire Municipal Association*

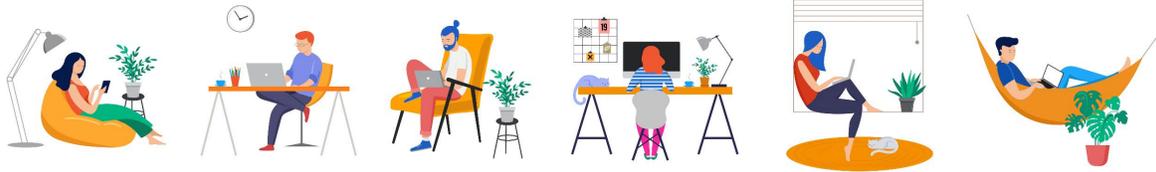
Track(s): Governance/Select Boards, Risk Management

Trustees of Trust Funds – Electronic Reporting and What You Need to Know! (*In-person*)

The first half of this session, Patrick Santoso will provide an overview of the modifications to the DOJ Trustee of the Trust Fund Portal for 2023 filings. The electronic portal is available for trustees of the trust fund to submit 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.

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. The second half of this session will explain those differences, focusing on when capital reserve funds and expendable trusts should be established; the process for establishing, adding to, and withdrawing from the funds; and the proper documentation for establishment, appropriations, and withdrawals. Linda Wakefield will also focus on wills,





bequests and scholarships. Additionally, the roles of the "agents to expend" versus the "trustees as custodians" will also be discussed.

Presented by: Linda Wakefield, Tax & Accounting Specialist, Three Bearings Fiduciary Advisors

Patrick Santoso, Director of Implementation, Axiomatic

Track(s): Trustee

What Municipal Employers Need to Know about Federal Employment Laws Enforced by the U.S. Department of Labor's Wage and Hour Division (WHD) (In-person)

Correctly calculating overtime pay under the Fair Labor Standards Act's (FLSA) regular rate principles and properly designating employees as exempt or non-exempt can, at times, be complicated. This presentation will discuss proper designations and other common but complicated FLSA compliance topics. The presentation will be followed by a question and answer period, and Wage and House Division compliance assistance resources, including Family and Medical Leave Act (FMLA) materials, will be made available to attendees.

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

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

2:45 P.M. Municipal Management Association of NH Annual Meeting

3:15 P.M. CONCURRENT SESSIONS

Assessing Standards Board (ASB) – Update (In-person)

The ASB Forum will be broken out into two distinct sections during this session: First Section from 3:15 to 4:00 pm will cover: In accordance with RSA 21-J:14-b II the New Hampshire Assessing Standards Board (ASB) shall hold a public forum to receive general comment through verbal and written testimony on assessing standards and practices. Second Section from 4:00 to 4:30 pm will cover: In accordance with RSA 21-J:14-b VI the New Hampshire Assessing Standards Board (ASB) shall hold a public forum to receive general comment through verbal and written testimony on ratio study procedures.

Presented by: Robert Gagne, Vice Chairman, New Hampshire Assessing Standards Board





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

Conflict Management (*In-person*)

This session will educate participants about how to proactively manage workplace conflict and provide participants with effective workplace conflict resolution strategies. Through lecture, discussion, and interaction participants will discover the correlation to increased organizational productivity and learn how to work through the obstacles that occur while trying to resolve conflict in the workplace.

This training will establish the core competencies of conflict resolution and how to think strategically about conflict, rather than react to it blindly and equip participants with the basic skills to mediate workplace conflict.

Presented by: *Nicole Armaganian, Risk Management Consultant, Primex*

Track(s): Governance/Select Boards, Risk Management

Financing Community Revitalization Projects (*In-person*)

The New Hampshire Community Development Finance Authority (CDFA) invests in New Hampshire by: deploying a well-tuned, effective investment system; enabling partners to make transformational and sustainable changes; and taking an innovative approach to development finance. CDFA's resources support nonprofits, municipalities, businesses, and microenterprises; to deliver critical services to their communities, provide new jobs, create healthy and safe affordable housing, help strengthen Main Streets, improve public facilities, and increase energy efficiency. Learn about how to realize these impacts in your area by participating in this community revitalization project workshop. This session will review information about the deployment of technical assistance and competitive grant, loan, and equity programs; including Community Development Block Grants, the State Tax Credit Program, and the Clean Energy Fund, by both working through the projects you are considering and showcasing examples in the workshop.

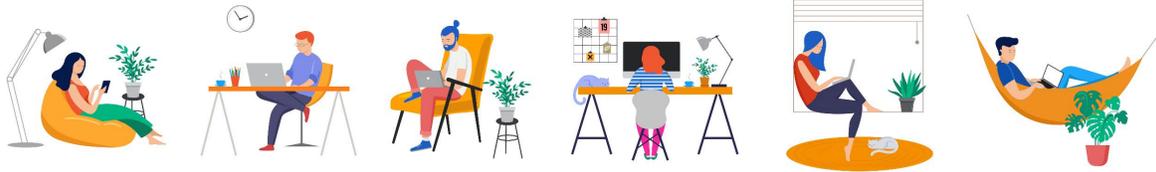
Presented by: *Katy Easterly Martey, Executive Director, Community Development Finance Authority*

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

Financing Your Project – An Overview of the Municipal Bonding Process (*In-person*)

In this session, we will discuss the state and federal law requirements applicable to municipal bonds, the role of bond counsel and the different ways to finance your project.





Presented by: *Renelle L. L'Huillier, Esq. Devine, Millimet & Branch PA*

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

Municipal Resources for Housing (*In-person*)

This session will provide an overview of the three InvestNH municipal grant programs designed to be flexible grants for municipalities to assist in the increase of workforce housing in local communities. The three grants available to municipalities from InvestNH are the Municipal Per Unit Grant, Municipal Demolition Grant, and Municipal Planning and Zoning Grant. These grants are part of the \$100 million InvestNH initiative aimed at stabilizing the workforce housing market through grant programs that incentivize development and foster local solutions which make it easier to build affordable workforce housing. This session will highlight the eligibility and application requirements for each program.

Presented by: *Andrew Dorsett, Housing Finance Director, New Hampshire Department of Business & Economic Affairs*
George Reagan, Community Engagement Manager, New Hampshire Housing

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

Net Metering: The Opportunity and Benefits for Municipalities (*In-person*)

This session will provide an overview of net metering: what it is, how it works, and provide insight into how to participate. This session will also address the significant benefits available to participating municipalities, including the valuable financial incentives and support for renewable generation in the state. The session will include ample time for audience participation/questions.

Presented by: *Bart Fromuth, Chief Executive Officer, Freedom Energy Logistics*
Paul Micali, Town Manager, Town of Merrimack
Derek Ferland, Town Manager, Sullivan County

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

Planning for the Big One: The Impact of Severe Weather Events (*In-person*)

This session will include information about how sea level rise and storm surge is already impacting coastal NH communities in the form of heavy wind and storm events. Panelists will also discuss how communities are making decisions – from planning efforts including regulatory changes to seeking funding to implement projects – related to hazard mitigation efforts.





Examples of the severe storm events from the July 17-19, 2021 followed closely by the July 29 - August 2, 2021 events will be used to demonstrate the social, economic and financial impacts of severe weather events.

Presented by: Lisa Murphy, Senior Planner, Southwest Region Planning Commission
Jennifer Rowden, Land Use Program Manager, Rockingham Planning Commission
Vicki Davis, Land Use Program Manager, Upper Valley Lake Sunapee Regional Planning Commission

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

Right-to-Know for Law Enforcement (*In-person & Streaming Virtually*)

The disclosure of police records is governed in part by the Right-to-Know Law and in part by rules imported from the Freedom of Information Act (FOIA). This workshop will address the release of records compiled for law enforcement purposes, and when release can be denied where disclosure would interfere with enforcement proceedings or based on other FOIA factors.

Attention will also be paid to disclosure exemptions found in other New Hampshire statutes governing Body Worn Cameras, motor vehicle records, gun licenses, police personnel records, and the retention of police records. Recent New Hampshire Supreme Court decisions on exemptions for internal personnel practices and personnel records will be addressed in detail. In addition, guidance will be provided on the retention of governmental records and how claims under the Right-to-Know Law are enforced.

Presented by: Jonathan Cowal, Member Services Counsel, New Hampshire Municipal Association

Track(s): Governance/Select Boards, Public Safety Best Practice & Emerging Issues, Risk Management

Value of Card Based Payments (*In-person*)

The purchase and acquisition methods your municipality uses can influence its operational efficiency, cash flow and costs of goods and services. To mitigate risk and gain control over purchasing, you need real-time visibility into transactions and powerful tools that can help reduce paper-based expense administration.

Current State - Overview of Electronic Accounts Payable in the market
Intermediate Value





- Increased efficiencies
- Enhanced management capabilities
- Financial benefits
- Tailored resource support

Card Solutions – review of the available card programs in the market

We'd like to help municipalities make their payables process a model of cost-efficiency and productivity.

Presented by: Harry Allen, Commercial Card Sales, Citizens Bank

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

4:30 P.M. CONFERENCE CONCLUDES

