



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 NHMA website or the NHMA mobile app (Whova) closer to the event.

Wednesday, October 30, 2024

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

Breakfast
Armory

8:30 A.M. NH Municipal Association Annual Meeting

8:45 A.M. Welcome Remarks

9:00 A.M. General Session: From Conflict to Conversation
Presented by: Matt Lehrman, Managing Director, Social Prosperity Partners
Disagreement isn't only natural, it's necessary. That's why successful local leaders must continually innovate their tactics to address complex and sensitive issues in ways that leave community members feeling welcomed, heard, and respected.

Meeting Room: Pemigewasset

10:00 A.M. Exhibit Hall Opens

10:45 A.M. CONCURRENT SESSIONS

A Fire Chief's Perspective on Contemporary Leadership and Personnel Challenges

This program will provide an opportunity for participants to roundtable and discuss modern leadership challenges and emerging personnel issues with several fire chiefs representing volunteer, combination, and career fire departments across the state of New Hampshire. The session is not intended to provide legal guidance; however, it is intended to prepare both emerging and practicing leaders with a number of perspectives of the changing human resources environment.

Speaker(s): *Dave Emanuel, Fire Chief, Durham Fire Department*
Steve Buxton, Fire Chief, City of Nashua

Meeting Room: Frost

Track(s): [Employment/Human Resources](#), [Public Safety Best Practice & Emerging Issues](#)

Assessing Certification Update

An update on the Assessing Certification Board (ACB) & rules changes.

Speaker(s): *Bethany Cottrell, Division Director, Office of Professional License & Certification*

Meeting Room: Piscataquog

Track(s): [Assessing](#)

Becoming a Better Listener

Statistics show that people remember only half of what they hear, even moments after they've heard it. Surprising? The fact is that while most of us like to think we're good listeners, almost everyone needs to improve their listening skills. This workshop offers a fresh approach to this common problem.

Speaker(s): *Kenny Zuckerberg, Vice President of Learning & Organizational Excellence, ComPsych*

Meeting Room: Webster

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

NHMA's Annual Legislative Update

Join Government Affairs Counsel Natch Greyes and Government Finance Advisor Katherine Heck for a review of the highlights from the 2024 legislative session. This session will discuss the most significant bills of municipal interest that made it through the legislature this year as well as a few that failed but may be back in the future. The discussion will include, among others, the future of your voice at the legislature, the Right-to-Know law, the retirement system, land use issues, election law changes, and other laws affecting municipal governance and administration.

Speaker(s): *Natch Greyes, Government Affairs Counsel, NH Municipal Association*
Katherine Heck, Government Finance Advisor, NH Municipal Association

Meeting Room: Pemigewasset

Track(s): Assessing, Code Officials, Economic Development, Employment/Human Resources, Finance & Taxation, Governance/Select Boards, Land Use & Environment, Public Safety Best Practice & Emerging Issues, Public Works, Risk Management, Tech Corner, Trustees, Welfare

Let's Talk: From Conflict to Conversation

How are you moving your community From Conflict to Conversation? What challenges are you facing and what do you specifically hope to achieve? Keynote presenter Matt Lehrman facilitates a follow-up discussion that invites attendees to share challenges and seek practical advice from each other. Come prepared to “wear your heart on your sleeve” about how to engage more people and gather agreement around whatever you hope to accomplish in your community.

Speaker(s): *Matt Lehrman, Managing Director, Social Prosperity Partners*

Meeting Room: Contoocook

Track(s): Assessing, Code Officials, Economic Development, Employment/Human Resources, Finance & Taxation, Governance/Select Boards, Land Use & Environment, Public Safety Best Practice & Emerging Issues, Public Works, Risk Management, Tech Corner, Trustees, Welfare

Meeting Minutes for Dummies (and Smarties)

This is a reprise of last year's popular session addressing everything about meeting minutes. It will again cover the basic requirement to keep minutes, how detailed they should be, how and when minutes must be made available to the public, whether and how to seal nonpublic minutes, and—well, everything else about minutes. If you missed last year's session, here's a second chance. If you did attend last year, a refresher might not hurt.

Speaker(s): *Cordell Johnston, Attorney, Cordell A. Johnston, Attorney at Law*

Meeting Room: Merrimack

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

The Basics of Borrowing: Soup to Nuts on Borrowing Money in New Hampshire

This session will provide an overview of the steps needed to obtain the authority to borrow money or issue a bond, including the role of bond counsel, taxable vs. tax-exempt financing, lease/purchase agreements, and pitfalls to avoid.

Speaker(s): *Steven Whitley, Attorney, Drummond Woodsum*

Meeting Room: Dartmouth

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

Sawdey Solutions Inc. – How to Better Protect your Information Systems

Sawdey welcomes you to join them in the Hale room for a technical deep dive into today's common phishing attacks, how they are resulting in compromised accounts, and negatively impacting organizations. This will be a great opportunity to ask questions and to understand how to better protect your information systems.

Speaker(s): *David Savage, OSCP, Executive Director of Information Security and Managed Services, Sawdey Solutions Inc.*

Meeting Room: Hale

Trustees of Trust Funds

Do you ever feel unprepared for your role as trustee? Are you not sure what the difference is between an expendable trust fund and a private trust fund? Would you like some tips on how to keep your records in good order, figure out the true intentions of your funds and to use them if their purposes are no longer viable? If you said “yes” to any of these questions, then please join Linda Lambert, Tax and Accounting Specialist, at Three Bearings Fiduciary Advisors, who has been servicing municipal trustees needs all over the state for the past 10 years. Linda will be joined by Joyce Keegal, a seasoned Cemetery Superintendent for the Town of Brentwood, who is available to discuss so of the do’s and don’ts for cemetery trustees.

Speaker(s): *Linda Lambert, Tax & Accounting Specialist, Three Bearings Fiduciary Advisors, Inc.
Joyce Keegal, Cemetery Superintendent, Town of Brentwood*

Meeting Room: Pierce

Track(s): [Trustees](#)

Understanding New Hampshire’s New Lead Law on Sale and Rental of Property

The New Hampshire Department of Health and Human Services is calling attention to a section of RSA 130-A, Lead paint Poisoning Prevention and Control, passed on April 9, 2018, that will go into effect July 1, 2024. This new section of NH’s Lead law will require that all pre-1978 properties being converted into residential rental housing, or newly licensed childcare facilities will be required to have a “Lead-Safe Certificate” issued by a licensed NH Risk Assessor prior to occupancy. This session will review the new section of the lead law, and help attendees understand what constitutes a lead hazard, the danger of lead hazards, the definition of a rental unit, what is a “Lead-Safe Certificate,” how to locate a licensed Lead Risk Assessor, the impact of this new law on municipal health and code officials, and how enforcement will be handled. Learning objectives: How to successfully identify a lead hazard; How to obtain a Lead-Safe Certificate; How this law impacts you as a municipal official.

Speaker(s): *Gail Coppins Gettens, MS, ECMP, Child Development Specialist, Health Communications Coordinator, Department of Health & Human Services, Division of Public Health Services, Healthy Homes and Lead Poisoning Prevention Program*

*Beverly Baer Drouin, Administrator, Department of Health & Human Services,
Division of Public Health Services, Healthy Homes and Lead Poisoning
Prevention Program*

*Ross Malcolm, Supervisor Licensing & Compliance, Department of Health &
Human Services, Division of Public Health Services, Healthy Homes and Lead
Poisoning Prevention Program*

Meeting Rooms: Hawthorne

Track(s): [Code Officials](#)

12:00 P.M. Lunch

Exhibit Hall

1:00 P.M. Exhibit Hall Break

1:30 P.M. CONCURRENT SESSIONS

Behind Closed Doors: When, Why, and How to Meet in Nonpublic Session

The rules about nonpublic sessions are the most complicated part of the Right-to-Know Law, and the most frequently violated. This session will help sort it all out. You will learn (or re-learn) the permissible reasons for nonpublic sessions; the important difference between a nonpublic session and a “non-meeting”; requirements and best practices for nonpublic minutes (covered in more depth in the companion session, “Meeting Minutes for Dummies (and Smarties)”; how to enter and exit nonpublic session; and everything else about this challenging topic.

Speaker(s): *Cordell Johnston, Attorney, Cordell A. Johnston, Attorney at Law*

Meeting Room: Merrimack

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

NHMA’s Annual 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, including a review of significant Housing Appeals Board decisions. 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!

Speaker(s): *Stephen Buckley, Legal Services Counsel, NH Municipal Association*
Jonathan Cowal, Municipal Services Counsel, NH Municipal Association

Meeting Room: Pemigewasset

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

Crafting Creative Solutions Through Conflict

In order to identify and implement local solutions to the challenges communities face, it is essential to build connections, creating opportunities to engage and involve people with different perspectives and viewpoints in productive ways. This session will focus on strategies to help manage conflict in ways that help move the conversation towards common understanding and creative solutions.

Speaker(s): *Nate Bernitz, Field Specialist, Community & Economic Development - Seacoast Region, UNH Cooperative Extension*
Sue Cagle, Field Specialist, Community & Economic Development - Grafton County, UNH Cooperative Extension
Rebecca Levy, Field Specialist, Community & Economic Development - Sullivan County, UNH Cooperative Extension

Meeting Room: Contoocook

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

Initiating Difficult Conversations

There are conversations in which the stakes are high: asking for a raise, ending a relationship, giving a critical performance review, confronting disrespectful behavior, apologizing or disagreeing within a group. This workshop is about developing the skills to initiate the conversations which most people find difficult, unpleasant and generally avoid. You will learn the practical skills involved in framing a problem without blame or defensiveness and how to keep the conversation productive.

Speaker(s): *Kenny Zuckerberg, Vice President of Learning & Organizational Excellence, ComPsych*

Meeting Room: Webster

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

New Hampshire Assessing Standards Board Public Forum

Review topics the ASB has worked in the past year as well as review topics associated with the equalization rules.

Speaker(s): Betsy Patten, Chair, Assessing Standards Board

Meeting Room: Piscataquog

Track(s): [Assessing](#)

PFAS, Lead and Copper & Cybersecurity - Time Critical Issues in Drinking Water

This session will include discussion of several critical topics impacting communities with public water systems and private wells: 1) Measures New Hampshire is taking to help private well owners address PFAS and the new federal requirements for PFAS that public water systems must comply with; 2) New federal requirements for lead and copper in public water system and the urgency that water systems pursue federal financial assistance that will be available for a limited time; and 3) Cybersecurity risks and actions that are being taken to ensure water systems are protected and/or able to respond to attacks.

Speaker(s): *Brandon Kernen, Administrator, NHDES*

Meeting Room: Hawthorne

Track(s): [Land Use & Environment](#), [Public Safety Best Practice & Emerging Issues](#), [Public Works](#)

Strategic Planning for Emergency Services in 2024

This session offers a presentation and roundtable opportunity to explore avenues and best management practices for constructing a strategic plan through a process to develop forward-focused purpose driven goals that are actionable and measurable. The session is being conducted by New Hampshire fire chiefs who have and/or are working on developing guidance documents for their respective municipal entities.

Speaker(s): *Dave Emanuel, Fire Chief, Durham Fire Department*
Scott Hunter, Fire Chief, Bedford Fire Department

Meeting Room: Frost

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

Selling Tax Deeded Real Estate: Tips for Municipal Staff

In this entertaining seminar, New Hampshire attorneys and auctioneers Rick Sager and Weston Sager will provide an overview of selling tax deeded property as well as responses to questions members the public commonly ask municipal staff, including: What happens if the property sells for more than what the municipality is owed? Is the property buildable? What research should I do before bidding? Do I have to pay off liens on the property after it's purchased? What kind of deed will be provided? And more!

Speaker(s): *Weston Sager, Partner, NH Tax Deed & Property Auctions - Sager & Smith, PLLC*
Richard Sager, Partner, NH Tax Deed & Property Auctions - Sager & Smith, PLLC

Meeting Room: Dartmouth

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

Stop Whistling Past the Graveyard! A Discussion of the Ins and Outs of Public Cemeteries

This session is designed to educate cemetery trustees and select boards on the often overlooked laws governing the responsibilities associated with ownership, maintenance and funding for public cemeteries. In addition, the session will explore the subject of perpetual care trust funds for cemetery plots, and the use of cy pres petitions to repurpose some trusts.

Speaker(s): *Matthew Serge, Attorney/Shareholder, Drummond Woodsum*

Meeting Room: Pierce

Track(s): Governance/Select Boards, Trustees

2:45 P.M. Exhibit Hall Break

3:15 P.M. CONCURRENT SESSIONS

Changes to New Hampshire Fire and Building Codes and Related RSAs

This session will review the latest changes to the fire and building codes, and will address the legislative context in which they are applied, including state and local amendments.

Speaker(s): *Philip R. Sherman, PE, Chair, Building Code Review Board
Mitchell W. Cady, Deputy State Fire Marshal, NH State Fire Marshal's Office*

Meeting Room: Frost

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

Civility and the 1st Amendment

At a time when public meetings seem to be getting increasingly contentious and confrontational, maintaining order and civility is as important as ever. This session will cover the basics of respecting an individual's 1st Amendment right to free speech, how to handle disruptive behavior, and explore some useful practices and procedures for maintaining civility in a public forum.

Speaker(s): *Jonathan Cowal, Municipal Services Counsel, NH Municipal Association*

Meeting Room: Merrimack

Track(s): Governance/Select Boards

Improving Your MD&A (Management, Discussion and Analysis)

Learn how to expand and improve the effectiveness and compliance of your Management, Discussion, and Analysis disclosure in your financial reports.

Speaker(s): *Scott McIntire, Partner, Marcum, LLP*

Meeting Room: Dartmouth

Track(s): Finance & Taxation

Municipal and Public Safety Facilities Hardening and Resiliency - Addressing Changing Needs in the Built Environment

Join this experienced panel for practical guidance on improving and addressing the resiliency of municipal and public safety facilities, including operational continuity; redundancy of building systems; climate resiliency; preparing for extreme weather; emergency operating centers (EOC); and more.

Speaker(s): *Robert C. Robicsek AIA, NCARB, Principal, Civic Studio Leader and Lead Public Safety Planner, Lavallee Brensinger Architects*

Jim Wheatley, EFO, Fire Chief - Lebanon Fire Department, Lebanon Fire Department, Lebanon NH

Dave Fenstermacher, PE, Managing Director, New Hampshire Office, VHB - Civil and Site Planning Engineers

Kenneth G. Marshall, P.E., Principal, Foley Buhl Roberts - Structural Engineers

Ryan Nealley, PE, CEM, M.S.M.E, Mechanical Engineering Department Head Project Manager, YEATON M.E.P. INC. - Mechanical/Electrical/Plumbing and Fire Protection Engineers

Meeting Room: Hawthorne

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

New Hampshire Association of Assessing Officials Annual Business Meeting and Elections

Meeting Room: Piscataquog

Track(s): **Assessing**

Preparing for Disaster: Keeping Your Records Safe

Disaster can strike anywhere at anytime--are you ready to protect your collections? This presentation covers the planning every institution with records they want to safeguard should take to avoid disaster and plan for the inevitable.

Speaker(s): *Ashley Miller, New Hampshire State Archivist, Secretary of State's Office*

Meeting Room: Pierce

Track(s): Risk Management

Small Town Problems: A Facilitated Round Table Discussion

In this session, municipal attorney Laura Spector-Morgan and Selectman Colin Stubbins will host a forum for administrators and selectpersons to gather and discuss problems which are more common in small towns than in larger ones and to discuss creative ways to address those problems. This roundtable style session will include discussions on topics like how to recruit volunteers for boards; how to address personnel issues when many employees and supervisors are friends and/or family; and yes, that you really do have to comply with the Right to Know Law, which really does mean that you can't discuss town matters outside of publicly noticed meetings—with some tips on how to comply!

Speaker(s): Laura Spector-Morgan, Attorney, Mitchell Municipal Group
Colin Stubbins, Selectmen, Town of Piermont

Meeting Room: Contoocook

Track(s): Governance/Select Boards

Transition from Department Head to Municipal Manager/Administrator

The session will give those members currently working as Department Heads within their municipality insight into how to successfully transition from their current roles into a municipal leadership position. The session will also allow those tasked with choosing the next manager or administrator an option to see the different career pathways that may be available to move into these positions.

Speaker(s): *Kirk Beattie, City Manager, City of Laconia*

Meeting Room: Webster

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

3:30 P.M. Municipal Management Association of New Hampshire Annual Meeting

Meeting Room: Stark

4:30 P.M. Exhibitor Reception
Assembly Area

5:30 P.M. Russ Marcoux Municipal Advocate of the Year Award and Murder Mystery Dinner
Pemigewasset Room

Thursday, October 31, 2024

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

7:30 A.M. Breakfast
Exhibit Hall

9:00 A.M. CONCURRENT SESSIONS

A Cybersecurity Checklist for Municipalities

According to the NLC report, Protecting Our Data: What Cities Should Know About Cybersecurity, about 25 percent of local governments don't have a cybersecurity plan in place. If you're one of them, where do you begin? This session will share tips, best practices, and recommendations, including a checklist that cities and towns can use to score themselves, find cybersecurity gaps, and create an action plan.

Speaker(s): *Michael LaMastro, Regional Vice President, Sales, VC3*

Meeting Room: Merrimack

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

Common Questions and Answers Concerning Current Use

Review any recent changes to current use rules, review areas where applications may be lacking data, how to explain to an applicant what data is required and a general question and answer session dealing with current use issues.

Speaker(s): *Norm Bernaiche, Director of Assessing, Town of Hanover*

Meeting Room: Piscataquog

Track(s): **Assessing**

Employee Medical Accommodations and Requests for Leave: A Practical Overview

Employee requests for medical accommodations and/or medical leaves of absence implicate an increasingly complicated set of overlapping statutes, policies, and considerations. Employers want to support their employees through illness and injury to help them return to productive work, while also avoid being taken advantage of. This program will help towns and cities untangle the rules applicable to different types of requests (disability-related, pregnancy-related, and family-related) for accommodation and for leave and provide employers with a practical framework for approaching such requests.

Speaker(s): *Anna Cole, Attorney, Drummond Woodsum
Hannah Devoe, Attorney, Drummond Woodsum*

Meeting Room: Webster

Track(s): [Employment/Human Resources](#)

Healthcare Costs and What Drives Them

This session recognizes that the cost of healthcare is a top budget item for employers. The presenters will discuss what drives the cost of healthcare as well as what Harvard Pilgrim Health Care, New Hampshire Interlocal Trust, and the industry is doing to navigate this.

Speaker(s): *Raj Hazarika, MD, SM, VP & Chief Medical Officer, Commercial Products, Harvard Pilgrim Health Care
Audrey Sefakis, RN, BSN, CCM, Vice President, Care Management, Medicare Advantage and Commercial, Harvard Pilgrim Health Care
Katheryn E. Skouteris, Vice President, Regional Commercial Market (ME/NH/RI), Harvard Pilgrim Health Care
Benantonio Forgione, GBDS, REBC, Chief Operating Officer, csONE Benefits Solutions
William G. (Bill) Stuart, Independent Consultant
Jeffrey S. Reardon, AAI, CIC, Trust Administrator, NH Interlocal Trust*

Meeting Room: Frost

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

Is Your Community Grant-Ready? Perfecting the Planning Process for Successful Community Development Projects

Rural communities must often look to grant funds to support projects that spur community and economic development, creating jobs and improving the quality of life for residents. These grant opportunities require significant planning and preparation work ahead of the actual application submission. A panel of community leaders and planners will talk about how successful projects come to fruition, including project ideation, consensus building, fleshing out the scope of work, developing budgets and timelines, and identifying funding sources.

Speaker(s): *Katelyn Robinson, Director of Economic Development, Northern Community Investment Capital, a program of New Hampshire Community Loan Fund*

Tiffany Tononi McNamara, Executive Director, Plan NH

Christine (Fillmore) Johnston, Attorney, Drummond Woodson

Andrew Dorsett, Housing Finance Director, NH Department of Business and Economic Affairs

Meeting Room: Hawthorne

Track(s): [Economic Development](#)

Land Use Law Legislative Changes

Join the New Hampshire Department of Business & Economic Affairs Office of Planning & Development's Principal Planner, Noah Hodgetts, and NH Municipal Association's Government Affairs Counsel, Natch Greyes, to learn about the major changes to the planning and zoning statutes caused by passage of numerous pieces of legislation during the 2024 legislative session. These changes that impact planners, local land use boards, and municipal land use staff include everything from parking requirements, the definition of abutter, and developments of regional impact to who has a right to appeal a land use board decision and new tools for municipalities to enact zoning changes and incentivize housing development. Significant changes to the building and fire codes and processes related to their modification will also be discussed.

Speaker(s): *Natch Greyes, Government Affairs Counsel, NH Municipal Association*

Noah Hodgetts, Principal Planner, Office of Planning and Development, Department of Business and Economic Affairs

Meeting Room: Pemigewasset

Track(s): Land Use & Environment

Navigating New Hampshire Broadband Maps for Municipal Economic Development

Learn how to use and understand broadband mapping as a strategic economic development tool for tracking broadband availability and gaps in service that could be fixed with federal, state, or private funding strategies.

Speaker(s): *Carol Miller, Director of Broadband Initiatives, National Collaborative for Digital Equity*
Scott Valcourt, PhD Consultant, NH Broadband Mapping Project
David Justice, NH GRANIT Project Director, NH GRANIT, University of New Hampshire

Meeting Room: Pierce

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

Safer Local Roads - An Elected Officials Intro to Options and Opportunities

This Roadway Safety 101 session is tailored for elected officials and town administrators, as well as new transportation professionals, and will review the state of crashes on our local roads, and the local agency's role in meeting the goals of New Hampshire's Strategic Highway Safety Plan. We'll review what serious injury and fatal crash types are most common to local roads, and the proven safety countermeasures and practical activities (many low-cost and easy to install or implement) that may reduce crashes or crash severity and support safety for all our roadway users, including non-motorized users. This session will also cover what funding opportunities may be available to assist a community interested in improving safety on its road network, and will share resources for those interested in taking the next steps. This session will prepare elected officials, municipal management, and highway departments to develop partnerships and roadway safety culture in their community, and making their roadways safer for drivers, pedestrians, and bicyclists.

Speaker(s): *Marilee Enus, Director, UNH Technology Transfer Center (T2) and NH Local Technical Assistance Program*
Scott Kinmond, Technical Specialist and Instructor, UNH Technology Transfer Center (NH LTAP)

Meeting Room: Dartmouth

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

The Value of Municipal Social Service Outreach Workers

In this session, a panel of experienced social service workers will discuss current municipal social workers and facilitator outreach efforts to connect unstably housed and unhoused residents with appropriate support and resources. The session will also cover cost effective outreach strategies police departments can use to maximize prevention and minimize costs.

Speaker(s): *Erin Nasino, Welfare Department, Community Outreach Facilitator, City of Rochester*

Kelli Jo Deardorff, Police Department, Social Worker, City of Dover

Brenda Emperor, Human Services Department, Outreach Worker, City of Keene

Todd Marsh, Welfare Director, City of Rochester

Meeting Room: Contoocook

Track(s): Welfare

10:15 A.M. Exhibit Hall Break

10:45 A.M. CONCURRENT SESSIONS

BTLA Preparation and Understand the BTLA Procedures

Advice and first-hand experience on how to prepare to defend an assessment before the BTLA

Speaker(s): *Steve Hamilton, Owner, Whitney Consultant Group, LLC*

Robert Gagne, Retired Chair, Manchester Board of Assessors

Meeting Room: Piscataquog

Track(s): Assessing

Budgeting for Municipal Local Welfare General Assistance

This session will cover the lifecycle of the local welfare general assistance budget, from budget proposal, to adoption and monitoring, to reimbursements and overages. Presenters in this session will discuss legal requirements and practical

advice for managing the budget process and developing and managing municipal local welfare general assistance budgets.

Speaker(s): *Todd Marsh, Welfare Director, City of Rochester*
Bob Mack, Welfare Officer, City of Nashua Division of Public Health & Community Services
Pat Murphy, Welfare Administrator, Town of Merrimack

Meeting Room: Contoocook

Track(s): Welfare

Fair Labor Standard Overview and Updates - How to Protect Your Organization

You have been notified about an investigation. What should you expect? This session's speaker will go in depth about the Fair Labor Standards Act to include minimum wage, overtime, record keeping, and child labor. This session will also discuss updates in Wage and Hour such as the child labor violations Civil Money Penalties, the new rule about Independent Contractors, updates on the new proposed rule that could affect salary workers, and the extended protections under the PUMP Act and Retaliation.

Speaker(s): *Ana Maria Rogers, Community Outreach and Resource Planning Specialist, Wage and Hour Division*

Meeting Room: Frost

Track(s): Employment/Human Resources

How Can Your Community Become More Housing-Friendly?

Curious about the range of options for making your community more housing-friendly from tiny houses, ADUs, and cottage courts to age-friendly housing, mixed-use development and multi-family housing as well as new innovative planning techniques such as Pattern Zones? This session will provide a survey of housing-friendly zoning changes and planning tools that municipalities enacted in 2024 based on the results of the Department of Business and Economic Affairs (BEA) Municipal Land Use Regulation Survey. Examples of developments which have already been proposed as a result of the zoning changes will be highlighted. Attendees will also learn about the planning and zoning strategies in the New Hampshire Housing Toolbox.

Speaker(s): *Noah Hodgetts, Principal Planner, NH Department of Business and Economic Affairs, Office of Planning & Development*
Alvina Snegach, Assistant Planner, NH Department of Business and Economic Affairs, Office of Planning & Development

Meeting Room: Pierce

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

Leveraging Federal and State Resources to Drive Community Revitalization

The Community Development Finance Authority (CDFA) will provide municipal partners an understanding of the various financial and technical resources available to support community economic development and clean energy projects across New Hampshire. The presentation will include information for municipalities within the various stages of project development, including those in the early stages of developing an idea or project, seeking capacity resources to advance those ideas through planning and development, or preparing to implement. CDFA will engage partners as panelists with expertise in planning, financing and implementing community economic development projects, including municipal leaders who can showcase New Hampshire based case studies of municipal-led initiatives that have benefitted their communities.

Speaker(s): *Katy Easterly Martey, Executive Director, Community Development Finance Authority*

Meeting Room: Hawthorne

Track(s): [Economic Development](#)

New Hampshire's Paid Family and Medical Leave Program

This session will provide an update on New Hampshire's state sponsored voluntary paid family and medical leave program.

Speaker(s): *Richard Lavers, Deputy Commissioner, New Hampshire Department of Employment Security*
Catherine Keane, Deputy Commissioner, New Hampshire Department of Administrative Services

Meeting Room: Webster

Track(s): [Employment/Human Resources](#)

Right-to-Know Public Records

A brief overview of the current state of the law when it comes to handling public record requests made under RSA 91-A, commonly referred to as the Right-to-Know Law. This session will cover best practices when it comes to providing access to governmental records, responding to record requests within the required timeframes, and redacting information from public records. This session will also cover how to apply the most common privacy exemption and how to apply the private vs. public balancing test when determining what information may be exempt from disclosure.

Speaker(s): *Jonathan Cowal, Municipal Services Counsel, NH Municipal Association*

Meeting Room: Pemigewasset

Track(s): Governance/Select Boards

Throwing Good Money after Bad? Why Communities Must Invest in Pavement Preservation for Local Roads

Are your town's streets filled with stretches of potholes, cracks, and crumbling road edges? It doesn't have to be that way! This pavement maintenance 101 primer is designed to provide elected municipal officials and town administrators with a comprehensive overview of pavement maintenance and preservation basics. The session will cover essential topics such as pavement lifecycle awareness and common maintenance techniques to prevent deterioration and prolong a road's healthy lifecycle. We'll also review budget considerations, and the importance of a proactive pavement preservation strategy to community vitality and good financial stewardship of tax dollars. Attendees will leave with a solid understanding of how to effectively manage and preserve their municipality's pavement assets to ensure long-term durability and cost savings. While money doesn't grow on right-of-way trees, strategic pavement maintenance plans will help maximize your municipalities return-on-investment to your high-valued roadway asset.

Speaker(s): *Scott Kinmond, Technical Specialist and Instructor, UNH Technology Transfer Center (T2) and NH Local Technical Assistance Program*

Meeting Room: Dartmouth

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

Your Role in Securing Critical Infrastructure

With constant threats from nation state actors targeting municipalities throughout our country, is it too late? Join this panel to learn about the active threats facing critical infrastructure in New Hampshire. In this instance, being late to the party might have serious consequences.

Speaker(s): *Cori Casey, Risk Management Consultant, NH Primex*
Richard Rossi, Cybersecurity Advisor - New Hampshire, Cybersecurity and Infrastructure Security Agency
Ken Weeks, Chief Information Security Officer, State of New Hampshire, Department of Information Technology
Jason Sgro, Senior Partner, The ATOM Group

Meeting Room: Merrimack

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

12:00 P.M. Lunch

Exhibit Hall

1:00 P.M. Exhibit Hall Break

1:30 P.M. CONCURRENT SESSIONS

Artificial Intelligence (AI): Navigating Adoption and Cybersecurity for Municipalities

The AI landscape is rapidly evolving, presenting both opportunities and challenges for municipalities. With the potential to enhance services and improve efficiency, AI adoption is becoming increasingly important. However, it also brings concerns about data privacy, security, and regulatory compliance. Proper AI governance is essential to ensure that AI tools are used ethically and effectively. It is crucial to understand that with AI tools, there is no “undo” button; decisions made by AI can have lasting impacts. How can your municipality thoughtfully adopt AI tools to reap the benefits while protecting sensitive information, adhering to regulations, and implementing effective governance? Join us to explore strategies for balancing innovation with cybersecurity in the public sector.

Speaker(s): *Kent Goodrow, Chief Information Security Officer, Systems Engineering*
Shane Cochran, Business Developer, Systems Engineering

Meeting Room: Merrimack

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

New Hampshire Board of Tax and Land Appeals - Year in Review

Review of the new Board member, highlighted cases of the past year and any updates if required regarding procedures and searching of past decisions.

Speaker(s): *Anne Stelmach, Administrator II, NH Board of Tax & Land Appeals*

Meeting Room: Piscataquog

Track(s): Assessing

Community Power Coalition: Towns Transforming Energy Governance

Join us to learn more about how Community Power is leading energy innovation for the state! It has been a year and a half since Community Power Coalition of New Hampshire launched the Community Power marketplace that is transforming how municipalities participate in the electricity market. Already, dozens of municipalities have created Community Power programs to take charge of their local energy decisions. This session will unpack the value created, customers savings, expansion of energy choices, and the local control afforded to participating communities. Participating municipalities are beginning to explore the potential of Community Power to enable cost-effective development of local energy projects and programs, from community solar generation to energy efficiency programs to innovative electric rates.

Speaker(s): *Henry Herndon, Director, Member Services, Community Power Coalition of New Hampshire*

Meeting Room: Hawthorne

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

Following the Pandemic: Workforce Trends in the Granite State

An overview of employment trends across public and private sectors in New Hampshire following the pandemic together with a glimpse at where we might be heading based upon current demand and future projections.

Speaker(s): *Richard Lavers, Deputy Commissioner, New Hampshire Department of Employment Security*
*Brian Gottlob, Director, New Hampshire Department of Employment Security-
Bureau of Economic and Labor Market Information*

Meeting Room: Webster

Track(s): [Economic Development](#), [Employment/Human Resource](#)

Hot Topics in Class VI Roads and Local Highway Regulation

Every municipality has to manage roads, and there always seems to be a new challenge. This session will address some of the thorniest road issues, including development along Class VI roads, regulating the use of Class VI roads (*does that gate belong there?*), the use of ATVs and OHRVs on municipal roads, and the effect of "scenic road" designation. This session will be of interest to municipal managers, governing body members, land use board members and staff, and public works professionals.

Speaker(s): *C. Christine Johnston, Attorney, Drummond Woodsum & MacMahon*

Meeting Room: Dartmouth

Track(s): Governance/Select Boards, [Land Use & Environment](#), [Public Works](#)

Housing in New Hampshire: Successes in 2023/2024 and New Funding Opportunities for Municipalities

This session will present real examples of housing stock successes as a result of BEA housing grants and provide an overview of the next round of funding opportunities for municipalities.

Speaker(s): *Andrew Dorsett, Housing Finance Director, NH Dept. of Business & Economic Affairs*
Lee Ann Moynihan, Housing Finance Specialist, NH Department of Business & Economic Affairs

Meeting Room: Pierce

Track(s): [Economic Development](#)

Municipal Community Facilities as Centers for Resiliency and Emergency Preparedness

Community Facilities in a variety of forms provide centers of civic, recreational, social service and other activities. In recent years with improved planning and response to increased intensity in our weather, recreation centers, libraries, town halls and other centers have expanded their capabilities to act as cooling and warming centers, emergency response centers, and gathering places in times of need. This presentation and panel will highlight the types of planning, programming, and infrastructure required to support these activities, examples of these facilities, and efforts to ensure their resiliency through energy efficiency, backup power, communication systems, and coordinated planning.

Speaker(s): *Scott Maslansky, Director of Clean Energy Finance, Community Development Finance Authority*
Katherine Easterly Martey, Executive Director, Community Development Finance Authority

Meeting Room: Contoocook

Track(s): [Public Safety Best Practice & Emerging Issues](#), [Public Works](#), [Risk Management](#)

The Who, What, Where, When and How of Public Meetings and the Right-to-Know Law

Description: This session will cover the fundamentals of public meetings under the Right-to-Know Law. Who are public bodies that must comply with 91-A? What actions and discussions of a public body shall be conducted at public meetings? Where must public meetings be held? When must the public be notified of a public meeting? How must the public body conduct the meeting and create meeting minutes to comply with 91-A?

Speaker(s): *Stephen Buckley, Legal Services Counsel, NH Municipal Association*

Meeting Room: Pemigewasset

Track(s): Governance/Select Boards

2:45 P.M. CONFERENCE CONCLUDES