



NHMA BOARD OF DIRECTORS

Meeting Minutes

December 19, 2025

Approved: January 16, 2026

Board Members Attending

Branley, Michael, Town Administrator, Windham
Buono, Laura, Town Administrator, Hillsborough
Connelly, Shelagh, Conservation Commission, Holderness
D'Avanza, Phil, Planning Board Member, Goffstown
Devine, Joe, Town Manager, Salem
Edwards, Robert, Select Board Member, Antrim
Fournier, Steve, Town Manager, Newmarket
Fox, Elizabeth, Asst. City Manager/HR Dir., Keene
Ham, Bonnie, Planning Board, Woodstock
Kretovic, Jennifer, City Councilor, Concord
Larsen, Holly, Finance Dir., Tax Collector, Berlin
Michaud, Jim, Chief Assessor, Hudson
Moore, David, City Manager, Somersworth
Normand, Matthew, City Clerk, Manchester
Radke, Lori, Town Councilor, Bedford
Rautiola, Lori, Town Administrator, Swanzey
Seymour, Thomas, Moderator, Hill
Shanahan, Dennis, Chair, Deputy Mayor, Dover
Stack, David, Town Administrator, Bow

Staff Members Attending

Buckley, Stephen, Senior Legal Services Counsel
Burke Cohen, Sarah, Legislative Advocate
Byrnes, Margaret, Executive Director
Cowal, Jonathan, Legal Services Counsel
Deshaies, Brodie, Legislative Advocate
Letson, Tammy, Government Finance Specialist
Pellowe, Judith, Business Administrator
Valley, Pam, Administrative Assistant

Chair Dennis Shanahan opened the meeting at 9:31 am. followed by the pledge of allegiance. Shanahan announced that there were two new board members in attendance and two others will be introduced at the next meeting. Bob Edwards and Matt Normand introduced themselves followed by introductions of all in attendance.

1. Administrative Report

Judith Pellowe reviewed the November 2025 financial statements and the year-end projections with the board.

Board member Michael Branley arrived at 9:40 a.m.

There were no questions regarding the October 2025 Board meeting minutes.

MOTION by Stephen Fournier, seconded by Joe Devine, to accept the administrative report as presented. Motion passes unanimously.

2. Legal Services Report

Jonathan Cowal reviewed the report with the board with updates since the last meeting.

3. NHMA Advocacy Report

Margaret Byrnes shared that there were over 1,000 bills filed for the upcoming 2026 legislative session. NHMA will be tracking about 450 of them as of now. 83 bills were retained from 2025 and about 350 are new bills for 2026. Some top priority bills were discussed at the meeting.

- **HB 314**, prohibiting advocacy & lobbying with public funds

This is a 2025 retained bill. It is the first of three bills against lobbying. NHMA sent an e-blast with information on this bill to members. The language of this bill has several technical issues. If members can reach out to their representatives that would be helpful. The bill goes to the floor on January 7, 2026.

- **HB 1359**, restrictions on NHMA dues

Byrnes outlined the implications and issues with this bill. NHMA will be looking for member assistance against this bill when it has a hearing.

- **HB 1360**, establishing legislative oversight of NHMA

This is another bill that members need to be aware of and assistance needed.

Additional bills Byrnes discussed:

- **HB 1491**, substantial changes to the risk pool regulatory scheme
- **SB 605**, allowing 36 months to pay an assessment issued by a risk pool

Sarah Burke Cohen discussed a few bills retained and moving forward on Jan. 7.

- **HB 244**, updating and recodifying the municipal enforcement of the building and fire code
- **SB 94**, repealing municipal amendments to technical requirements of the state building code in certain circumstances.
- **HB 340/HB 686**, public employee electioneering
- **SB 103**, relative to the number of polling stations that are available for certain towns.
- **HB 164**, relative to local records retention.
- **HB 1064**, relative to liability of governmental units.

- **HB 1076**, relative to authorizing or rescinding the use of electronic ballot counting devices.
- **HB 1184**, relative to the issuance of no trespass orders on municipal or school district property.
- **SB 626**, defining the term “citizen” in the Right to Know Law.

Brodie Deshaies discussed upcoming bills:

- **HB 1136**, relative to accessory dwelling units.
- **HB 1079**, allowing accessory dwelling units to be built within or attached to certain non-conforming structures.
- **HB 1006**, relative to on-site parking requirements for accessory dwelling units.
- **HB 1065**, relative to multi-family and mixed-use development in commercially zoned areas.
- **HB 1327**, relative to the definition of commercially-zoned land.
- **HB 1009**, relative to municipal parking requirements for residential units.
- **HB 1525**, relative to zoning restrictions concerning dwelling unit occupancy.
- **HB 1098**, relative to municipalities denying building or occupancy permits for property adjacent to class VI roads under certain circumstances.
- **HB 1145**, relative to affordable housing investment fees.
- **HB 1008**, relative to modifying innovative land use controls, requirements, and appeals.

Lori Rautionla left the meeting at 11:02 a.m.

Byrnes described **HR 30**, A RESOLUTION finding that planning, zoning, and related regulations have been and should continue to be the responsibility of municipal government. She stated that NHMA would have no position because it is House Resolution, although our policies agree with the sentiment of the resolution.

Byrnes asked the board for guidance on **HB 1005**, repealing the commission to study the historical evolution of the New Hampshire zoning enabling act.

Byrnes explained that NHMA does not usually take a position on study commissions or committees; however, the Commission does not currently have a local official appointed to it that represents a municipal governing board, planning board, or a zoning board of adjustment, or a municipal planner. There is no NHMA appointment on the Commission at all. The Commission is focused on statewide preemption and zoning mandates. Byrnes asked the board if NHMA should support the repeal unless the Commission’s makeup is changed to have municipal representation, or whether NHMA should be neutral and voice our concerns.

There was board discussion. The board consensus is that NHMA should have a voice and be heard and that the best way to accomplish that is to support repeal unless the Commission makeup is changed.

4. Executive Director’s matters of interest

Byrnes discussed the following matters of interest:

- Strategic plan update

Byrnes provided a summary of NHMA’s progress on the strategic plan.

- Committee appointments

Byrnes asked board members to send her an email if they are interested in serving on any of the NHMA board subcommittees. The appointments expire each year in January. Shanahan reminded members that the Governance Committee needs a chair person since Dave Caron retired.

- Portal review

Byrnes showed board members where to find documents when they are logged into the portal.

- Board meeting minutes

Byrnes let members know that approved board public meeting minutes will now be posted on NHMA's website, beginning with the June 2025 meeting minutes.

- Other items

Jim Michaud updated the board on NHAAO Assessing Staffing Shortages Roundtable held at NHMA on December 9, 2026.

5. Nonpublic Session

Shanahan called for a motion to enter nonpublic session under RSA 91-A:3, II(l) for the consideration of legal advice.

MOTION made by Steve Fournier, seconded by Joe Devine, to go enter nonpublic session. Pam Valley called the role of Board members. Motion passed by roll call vote (attached).

The Board entered nonpublic session at 11:22 a.m.

The Board reentered the public meeting at 12:12 PM. Chair Shanahan declared the meeting adjourned.

Minutes prepared by: Pam Valley, Administrative Assistant

NHMA Board of Directors Meeting
Roll Call
December 19, 2025

Following regular board meeting / 25 Triangle Park Dr., Concord

	Board Member	Title/Municipality	Non Public Session
1	Branley, Michael	Town Administrator, Windham	yes
2	Buono, Laura	Town Administrator, Hillsborough	yes
3	Connelly, Shelagh	Conservation Commission, Holderness	yes
4	D'Avanza, Phillip	Planning Board, Goffstown	yes
5	Devine, Joseph, Treasurer	Town Manager, Salem	yes
6	Dorsett, Andrew	ZBA Member, Lyman	NP
7	Edwards, Robert	Select Board Member, Antrim	yes
8	Forrester, Jeanie, Vice Chair	Select Board Member, Meredith	NP
9	Fournier, Steve	Town Manager, Newmarket	yes
10	Fox, Elizabeth, Past Chair	Asst. City Manager/HR Dir., Keene	yes
11	Girard, Dale	Mayor, Claremont	NP
12	Haight, Joanne, Secretary	Select Board Chair, Sandwich	NP
13	Ham, Bonnie	Planning Board Member, Woodstock	yes
14	Kretovic, Jennifer	City Councilor, Concord	yes
15	Larsen, Holly	Finance Dir., Tax Collector, Berlin	yes
16	MacIver, Conner	Town Administrator, Barrington	NP
17	Michaud, Jim	Chief Assessor, Hudson	yes
18	Moore, David	City Manager, Somersworth	yes
19	Mulholland, Shaun	Town Manager, Londonderry	NP
20	Normand, Matthew	City Clerk, Manchester	yes
21	Radke, Lori	Town Councilor, Bedford	yes
22	Rautiola, Lori	Town Administrator, Swanzey	NP
23	Seymour, Thomas	Moderator, Hill	yes
24	Shanahan, Dennis, Chair	Deputy Mayor, Dover	yes
25	Stack, David	Town Manager, Bow	yes