



# New Hampshire Municipal Association's Member Services Plan

## Membership Benefits

- Access to **Legal Advisory Services Hotline**—Toll-free call to NHMA attorneys for assistance with general questions faced by officials, employees, or boards
- **Legislative Advocacy activities**—NHMA staff carry out member-adopted policy positions, including maintaining state aid and local control
- **Legislative Bulletin**—Issued weekly during the legislative session with status updates, inside information, and calls for action/final end-of-session compilation of municipally related legislation passed
- **Biennial Legislative Policy Process and Policy Conference**—Opportunity to determine legislative policies to be advocated by NHMA staff
- Access to all **NHMA workshops** and **Annual Conference** (fee charged for some)
- Access to monthly **NHMA webinars**
- **Town & City Magazine**— Six issues per year; up to 25 complimentary copies per member, depending on size; in-depth articles on the broad range of issues faced by municipalities and other local governments
- **NewsLink**—Bi-weekly electronic newsletter that delivers information to you quickly, including court updates and notice of workshops, webinars, and upcoming events by NHMA and others
- **NHMA Educational Publications:** Members receive complimentary copies of select NHMA publications and receive a significant discount on additional publication purchases
- Access to **Employment Law Hotline**—Partnership with employment law experts at Drummond Woodsum through which municipal members of NHMA can seek a complimentary consultation on labor law matters
- **Free classified advertisements** on NHMA's website
- **Access to website resources and member-only login**—Court update/current and archived editions of *Town & City*, *Legislative Bulletin*/legal briefs/Right-to-Know information/archived webinars, etc.
- *Amicus Curiae* briefs filed with New Hampshire Supreme Court on issues of statewide municipal interest

## Educational

**Local Officials Workshop:** Full-day workshop held in multiple locations around the state every year and designed for the newly elected and veteran local officials. Includes one copy of the current 250+ page handbook, *Knowing the Territory*. (No fee)

**Right-to-Know Law Workshops:** Two- to three-hour workshops held regularly each year in various locations around the state. (Fee charged)

**Hard Road to Travel Workshops:** Two half-day workshops held at NHMA offices. (Fee charged)

**Moderators Workshop:** One half-day workshop for SB2 Meetings and one half-day workshop for Traditional Meetings. Includes one copy of *Town Meeting/School Meeting Handbook*. (Fee charged)

**Budget and Finance Workshop:** Full-day event held in two locations. Includes one copy of *The Basic Law of Budgeting Handbook*. (Fee charged)

**Municipal Land Use Law Conference:** Full-day event with multiple sessions on land use-related topics. (Fee charged)

**Municipal Trustees Training Workshop:** Full-day workshop held in two locations for trustees of the trust fund, library trustees, and cemetery trustees. (Fee charged)

**Local Welfare Workshop:** Held annually in collaboration with New Hampshire Local Welfare Administrators Association. Includes one copy of *The Art of Welfare Administration* booklet. (Fee charged)

**NHMA Annual Conference:** Held every November providing two full days of educational programming and training opportunities for every local official on a wide variety of topics and access to over 100 exhibitors. (Fee charged)

\*The above list contains NHMA's regular annual workshops. Additional workshops and training events are offered throughout the year.

## Educational

### Each member receives one complimentary copy of the following publications\*^:

Knowing the Territory  
A Guide to Open Government: New Hampshire's Right-to-Know Law  
City and Town Councilors, Mayors, and Alderman Handbook (digital download only)  
Directory of Municipal Officials  
Important Date Calendars/Posters (digital download too)  
Legislative Policy Positions

*\*Additional copies of these publications, as well as many other publications, are available for sale at member discount prices on the NHMA Online Shop.*

*^Members paying dues in excess of \$15,000 may receive one complimentary copy of each publication upon request.*

## On-Demand Programs

- Presentations in your city or town, at your convenience, by NHMA staff on a set menu of topics (See below)
- Approximately two-hour program with opportunity for questions
- \$550.00 flat fee
- Members paying dues in excess of \$15,000 are provided one complimentary *On-Demand* presentation per year.

### ***On-Demand Topics:***

- The Right-to-Know Law: Public Meetings and Nonpublic Sessions
- The Right-to-Know Law: Governmental Records
- Right-to-Know Law for Law Enforcement (\*3-hour presentation at a cost of \$725)
- Effective Public Meetings
- ZBA Decision-Making Process
- Planning Board Roles and Responsibilities
- The Basic Law of Budgeting
- Conflicts of Interest and Ethics for Local Officials
- A Hard Road to Travel: The Intersection of Land Use and Road Law
- A Hard Road to Travel: Road Formation, Classification & Discontinuance
- Roads: Liability, Regulation & Maintenance
- Discrimination Issues in the Workplace
- Employment Law Overview
- Everything You Wanted to Know about FMLA and FLSA But Were Afraid to Ask
- The Recreation Commission
- Tax Deeding Workshop
- Select Board and Town Manager: Roles, Responsibilities & Relationships

- Select Board's Roles, Responsibilities & Relationships with Other Officials
- The Art of Welfare Administration
- Workshop for City and Town Councilors, Mayors & Aldermen
- Getting to Know Library Statutes
- Other topics as may be arranged with staff (additional fee may apply)

## **About NHMA**

*NHMA is a non-profit, non-partisan membership association established in 1941. It is a member-funded, member-governed, and member-driven association that works to strengthen New Hampshire cities and towns and enhance their ability to serve the public. Through the collective power of cities and towns, NHMA promotes effective municipal government by providing education, training, advocacy and legal services. For more information about NHMA, please visit our website at [www.nhmunipal.org](http://www.nhmunipal.org).*