

NH Government Finance Officers Association
Executive Committee Meeting
Wednesday, June 14, 2023
Teleconference Meeting via Zoom

Members Present:

Naomi Bolton; Vickie Lee, Mark Decoteau, Cheryl Lindner, Tammy Penny, Tom Boland, Tammy St. Gelais, Jill McNeil, Katherine Heck, Tammy Letson, Katie Phelps

Call to Order:

Naomi Bolton called the meeting to order at 2:12pm

Secretary's Report:

Although Tammy Penny was named as secretary at the May 2023 annual meeting, she was not in attendance and has no draft minutes to share. Naomi will email an annual meeting minutes template to Tammy so she can draft something for the next meeting. However executive committee conference attendees will have to fill in gaps.

Treasurer's Report:

Mark Decoteau presented the Treasurer's report one last time. The Treasurer report discussed was through May 2023 and Mark reported a balance of \$108,980.83. Mark mentioned that somebody will need to break down the credit card disbursements so they can be allocated against the correct budget categories. Tammy S indicated that most of the charges are for the annual conference or training. Vicky made a motion to accept the Treasurer's report as presented. Tammy P seconded; motion carried.

Committee Updates:

Training Committee:

Tammy St. Gelais welcomed Tammy Letson and Katie Phelps. All members of the executive committee briefly introduced themselves.

Tammy next discussed the conference budget and explained that we have gone over primarily because the conference price for commuters didn't cover food. We will have to charge more for commuters in the future if we use Concord as the location. The Grappone Conference center charges individually for room and food, whereas the Red Jacket would charge a flat rate of \$200 per attendee. The good thing is that we do have a healthy fund balance to absorb the conference overage. We are looking at the Mountain View Grand and may have to charge \$100 more per person. Tom added that one of his goals was to work down the fund balance.

Then Tammy talked about the conference survey results. The Grappone Center was favorable with attendees reported that they liked the central location. Some of the complaints were that there were not enough rooms and some topics were repetitive. The training committee has already met and discussed new topics. Other complaints were about sales pitches from some of the vendors and that an attendee list was not available. For the most part, everything was favorable. We are looking forward to holding the annual conference at the Mountain View Grand next year.

Sheena, admin assistant, is using an old laptop that has to be hooked up to a base in an office in order for it to work and we need to look into getting her a new one. The laptop could be replaced for about \$1,300. This is not in the budget. Cheryl made the motion to approve the purchase of a laptop for Sheena for \$1,300. At Vicki's suggestion, Cheryl included in the motion to amend the budget to cover the amount for the new laptop, Vickie seconded, and the motion carried.

The NHMA conference is looking for session ideas and the training committee will be recommending grant accounting and compliance. Vachon Clukay has offered to put the session on.

Tammy explained that NHMA is putting on a Financial Policies Certificate Program and they are hoping to collaborate with the GFOA on it. Katherine Heck then further explained that she has updated and re-tooled the financial policy guide that was issued in 2007 by NHMA. It is a very different guide now and is about 129 pages. The policy includes general examples for the nine key areas. Classes will start in the fall and will be either 2.5 hours or all day. This will be a free program to NHMA members. There is a small fee for state agencies or non-related government entities. This will not be open to anyone in the private sector. You can take as many or as few classes as you'd like and you will get a certificate if you complete all of them. Katherine asked if GFOA will let NHMA issue CPE credits through GFOA. The flyer is online and the program is starting in September. You can find more information on the NH Municipal Association events tab. Naomi indicated that she felt that GFOA should be affiliated with the program and has no issue with NHMA issuing CPE credits through GFOA. Tom said that people are always looking for continuing education credits and it would be a benefit to offer them. Naomi asked what we need to do to offer the CPE credits through NHGFOA. Tammy S is unsure if we have to go to the bureau of accountancy to find out if this is allowed. Katherine's understanding is that since these will not be offered to auditors then NHGFOA as an organization can make this decision. NHGFOA needs to decide if the classes meet the standards for education and training. This will be an in person class only at Triangle Park Drive in Concord. Vickie mentioned a conflict with the NE States GFOA conference and asked if they will be recorded. At his time there are no plans to record. Naomi asked if this is a one-time offering and if there is a list of topics offered and dates. Katherine said that the Academy of Good Governance will now be offered every other year and that it is possible that the Financial Policies Program could also be offered every other year. We also might have to switch to hybrid. Vickie added that the dates are on the NHMA website. Naomi approved the request to offer CPE credits. The program doesn't cost anything so we do not need a vote. All on the zoom call nodded in agreement.

Additionally, Tammy S mentioned that she's been in contact with someone at Plymouth State University about their finance graduates and undergraduates and internship possibilities. The older generation is retiring and it is harder to recruit the younger generation into public finance. They are willing to collaborate with us but we need to get the word out. The NESGFOA is considering offering seminar or conference scholarships to graduates to get them interested in municipal finance. Naomi explained the NHMMA group has a fellowship program and will find out how it was advertised. Tammy added that a professor she was talking to said that they are talking about bringing a course in public finance into the curriculum. Katherine talked about an internship program she is involved with. They first reach out to employers to see if they are willing to take an intern. Then students are matched up to employers.

Legislative Update:

Katherine said that this is the first time in history that the House concurred with the Senate budget. There is no need to go to a committee of conference to hammer out the details. In addition to that, municipalities are going to receive an estimated \$145M more in this biennium over the last biennium.

Highlights include:

- Meals and Rooms estimated to be level although they are tracking above plan. You can reasonably expect to be the same or more than last year.
- Highway Block Grants that are based on actual revenues going into the NHDOT fund from the road toll/gas tax are down about \$4M. We do anticipate they will be approximately level. The Senate passed a bill to institute electric vehicle \$100 surcharges during the car registration process. These surcharges will boost the highway fund but probably not until the 2025 biennium.
- NHMA advocated for an additional one-time payment structured the same way as SB401 from last year of \$10M for highway and \$10M for bridges. This will be unanticipated revenue outside of the block grant so you won't report it on the MS-434 and you didn't need to budget for it. You can accept it in a public hearing and expend it.
- \$27.9M was budgeted in State Aid Grants for Wastewater and they made a policy commitment to fund \$15M in 2026 and 2027. This was a huge win because we are usually getting \$6M/year.
- Clean Water Grants were fully funded.
- \$1M for cyanobacteria mitigation through a grant and loan fund
- \$2M was added to PFAS remediation.
- \$25M was added to the affordable housing fund.
- \$10M more for Invest NH where municipalities can apply and get grants to help redo their zoning and planning around housing.
- \$10M for increasing rates for shelter programs
- \$15M to expand childcare.
- \$160M for increasing Medicaid reimbursement. This 7-year authorization also includes ambulance rates for certain billing codes going up
- Education funding will be \$81M more in FY24 than FY22 and \$74M in FY25. No municipality will receive less than what they received in FY22 or FY23. Almost every community receives more.

It is historic that the House passed the budget with an 85% majority. We are thrilled about all the bipartisan priorities that got put in and the additional fund for municipalities. We are hoping if we continue to tell our representatives about the positive impacts that these dollars have it will reaffirm their position to partner with us.

A rough estimate of what we might receive in additional block grant monies and the highlights are all included in the last NHMA bulletin.

Certificate Program:

Jill informed the committee that Katherine is teaching the next class on internal controls and we will be wrapping up with two more classes after that. Jill has a working budget for the certificate program for next year that she will share. Naomi mentioned that the budget usually gets adopted in August.

<u>Membership Committee:</u>	Jill told us that membership invoices will be sent electronically in order to save a few hundred dollars. We are going to use event leaf and members can pay by check or credit card. Credit card fees will be passed onto payers.
<u>Purchasing Committee:</u>	No update since Tina Waterman could not attend today.
<u>Website Committee:</u>	No update since Justin Campo would not attend today.
<u>New England States GFOA:</u>	Tammy S explained that they just went over all of the policies at the NESGFOA meeting. The next conference is going to be held at the Samoset in Rockland Maine between September 10 th and 13 th . They are working on the final agenda and registration. You can book your rooms now by calling the hotel and mentioning NESGFOA. Rooms are \$229. Oceanview is \$299 and it is \$369 for a suite.
<u>NHPDIP Committee:</u>	No update since none of them attended today.
<u>Old Business:</u>	Cheryl will be issuing the check to the City of Nashua for the national conference reimbursement. This was voted on a few months ago.
<u>New Business:</u>	Meetings will be the second Thursday of each month at 8:00am. The next meeting will be July 13 th and we will skip August. Then meet on September 14 th .
<u>Executive Session:</u>	No Need
<u>Adjournment:</u>	Vickie moved and Katie seconded to adjourn the meeting at 3:14pm. The motion passed.

Respectfully submitted,

Tammy Penny

Tammy Penny
Finance Director
Town of Pelham