

NH Government Finance Officers Association  
Thursday, February 8, 2024 - FINAL  
9:00 AM – (VIA ZOOM)

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**Members Present:** Naomi Bolton; Vicki Lee; Cheryl Lindner; Justin Campo; Tammy Letson; Tammy St. Gelais; Jill McNeil

**Members Unable to Attend:** Mark Decoteau; Tammy Penny; Katherine Heck; Tina Waterman; Sheena Corbett; Dawn Enwright

**Others Present:** None

**Call to Order:** Naomi Bolton called the meeting to order at 9:06 AM

**Secretary's Report:** The January 11, 2024 minutes were reviewed. Cheryl Lindner moved, Tammy Letson seconded to approve the January 11, 2024 minutes as written. Passed 4-0-1.

**Treasurer's Report:** Cheryl Lindner reviewed the treasurer's information. Justin Campo moved, Tammy Letson seconded to approve the treasurer's report through January 31, 2024 presented. Unanimous vote in favor 5-0-0.

**Committee Reports:**

- **Legislative Report:** Katherine Heck was unavailable so no new information.
- **Training Committee:** Tammy St. Gelais discussed the upcoming conference and the training committee's activities. The agenda is almost finalized. The Board discussed increasing the registration fee as costs have increased. The consensus of the Board was to increase the registration fee to \$275. Jill McNeil explained that the sponsorships are slow in response, as of today's meeting we are down about \$10,000. She is going to send out reminders again.
- **Certificate Program:** Jill McNeil reported that March of 2024 starts the new program, and it is full.
- **Membership Committee:** Jill McNeil reported that nothing has changed since last meeting.
- **Purchasing Committee:** Tina Waterman was absent but sent a report, which Naomi Bolton read for the committee, which was as follows: *Their first quarterly meeting of 2024 was held on January 9<sup>th</sup>. Debra Shepard from the State of NH Correctional Industries presented to the group. Future cooperative bid opportunities with the City of Concord include fence installation and repair services, overhead door installation, maintenance and repair services, and scale field mowing. Join contract with Otis Elevator – a few communities received penalty fees from the State of NH relative to their elevator inspection reports not being submitted on time. The matter was discussed with Otis who contacted the state and had the charges reversed. The next virtual meeting is scheduled for April 9, 2024.*
- **Website:** Justin Campo reported nothing has changed but if anyone has information to post, please continue to email it to him.
- **Audit:** Jill McNeil reported that the audit is done.
- **NESGFOA:** Tammy St. Gelais reported that the Spring Seminar will be held April 17 & 18 in Waltham, MA. There is a virtual option for \$300, which is the same as the in-person cost. They did sign a contract with OMNI for Rhode Island in 2026 and Mount Washington in 2028. The 2028 dates are 9/10-9/12/28. The Fall Conference will be held in Mystic, CT.

**Old Business:**

- *Fellowship Program 2024:* Any community interested in this fellowship program the letter of intents are due February 9, 2024 and the applications are due March 8, 2024. The executive committee will review any and all applications that are received.
- *Annual Meeting @ Mountain View Grand:* This is scheduled for May 2<sup>nd</sup> & 3<sup>rd</sup>, 2024. The committee briefly touched upon the recent announcement of listeria at the hotel. Jill McNeil was going to reach out to the hotel for a statement.
- *Slate of Officers for 2024:* The executive committee needs to put together a slate of officers for the upcoming year. That list will need to be finalized and posted to be voted on at the May meeting at the Mountain View Grand. Naomi Bolton will reach out to all board members to see what their intents are and to then solicit the need for board members on the list serve. Anyone interested would be invited to the March meeting.
- *GAAP Updates:* The GAAP Update will take place on February 23, 2024 at 25 Triangle Park Drive (HealthTrust building) from 10 AM – 4 PM. Registration forms must be received by February 9, 2024. Jill McNeil reported that Corey Philbrick was going to moderate but can't make it so in his absence Naomi Bolton and/or Vicki Lee was asked. Naomi was out of town that week, so Vicki offered to assist.
- *NHGFOA List Serve re: Vendors:* The committee discussed establishing rules for the list serve with regard to vendors using it the same way as the municipal GFOA members do. Naomi Bolton will see what MMANH does and bring that back for the next meeting.
- **New Business:** None

As there was no further business to come before the Executive Committee, Tammy Letson moved, Justin Campo seconded to adjourn meeting at 9:50 AM, unanimous vote in favor.

**The next meeting of the Executive Committee will be March 14, 2024 @ 9 AM via Zoom.**

Respectfully submitted,

*Naomi L. Bolton*

Naomi L. Bolton  
Town Administrator  
Weare, NH