

NH Government Finance Officers Association
Tuesday, February 2, 2021
9:00 AM – NHMA, Concord, NH (VIA ZOOM)

<u>Members Present:</u>	Geoff Ruggles; Mark Decoteau; Carrie Klebe; Tom Boland; Jill McNeil; Naomi Bolton; Tammy St. Gelais; Becky Benvenuti; and Katie Graff. Naomi Bolton kept the minutes.
<u>Members Unable to Attend:</u>	Vicki Lee; Justin Campo
<u>Others Present:</u>	Tina Waterman
<u>Call to Order:</u>	Geoff Ruggles called the meeting to order at 9:00 AM
<u>Secretary's Report:</u>	Tom Boland moved, Katie Graff seconded to approve the January 5, 2021 minutes as amended. Unanimous vote in favor.
<u>Treasurer's Report:</u>	Mark Decoteau reviewed the treasurer's information. There were a few deposits and expenses. The balance as of December 31, 2020 is \$143,656.97. Overall we are doing well and have a healthy balance, but stated we are unsure what 2021 will look like. Naomi Bolton moved, Tom Boland seconded to accept the treasurer's report as presented. Unanimous vote in favor.

Committee Reports:

- *Legislative Report:* Becky Benvenuti reported that the legislature is starting to get busy. They have done a good job organizing their meetings and hearings virtually. A spreadsheet was put together and color coded by Becky. There are two retirement bills on the list. The "yellow" bills indicates there is some financial impact for NHGFOA to be aware of. The "blue" bills are the retirement bills that do have financial impact. HB 274 – 5% and SB72 – 15%. The "green" bills are the state aid bills. There are two "pink" bills that show the rounds of municipal aid. The property tax relief act of 2021 requires that at least 60% of the money is used to offset tax rate (SB118). SB99- meals and rooms tax – removes the cap completely. The State is to distribute 40% of revenue, now down to 21%. HB459 – was taken up this week. Justin Campo did a great job testifying. Mark, Geoff and Dan sent in written testimony. It will now go to the executive committee on Monday. Lastly, the Federal Legislature met with Senator Shaheen. There is \$160 billion to be distributed and Becky urged all to complete the survey for our communities.
- *Training Committee:* Tammy St. Gelais reported that they have booked the Red Jacket for November 4th & 5th for the annual conference. The contract has been updated, no fees charged to change and we just need to hope for the best right now. There was a meeting last week. Doing the annual conference in a hybrid model was asked about and we simply don't have the manpower to do that. Jill McNeil is talking to all the speakers and sponsors to make sure the new date works for all. Ideas of topics for session were being looked at and suggestions can be offered. The GAAP training will be held on February 19th – 100 people have registered, Geoff will be moderating and also the Zoom host. Handouts will be emailed to all. Tammy reminded all that March is when we start looking at the budget. Lastly, the NESGFOA is scheduled to be held at the Mt. Washington Hotel in 2022.
- *Certificate Program:* Jill McNeil reported that she has invoiced 8 attendees. She is working on a schedule but waiting on three to be able to finalize the schedule. We don't need to buy books this year as we have some leftover from the last purchase.
- *Membership Committee:* Jill McNeil reported that we have one new member for this month.

- *Purchasing Committee:* Tina Waterman reported that 2020 has been challenging. They had hoped to have a quarterly meeting virtually, but that fell by the wayside. A couple of people have retired and communities are looking for replacements. She is hopeful that 2021 will be better. They did a cooperative salt bid and brought in Lebanon and Farmington and they are looking to expand to other communities for next year.
- *Website Advisory Committee:* Chairman Ruggles talked to Betsy McLain about adding a couple more website administrators, Tammy St. Gelais and Jill McNeil. She will be contacting Virtual Town Hall to make that happen. Any website changes that need to be made need please email to Betsy and copy Jill.
- *Audit:* Nothing to report
- *Consortium:* Nothing to report.
- *NESGFOA:* Tammy St. Gelais stated that the spring conference is going to be held virtually on April 8th & 9th. The plan is for 2 sessions per day. The cost is \$50/day or \$75/2-days. The September (fall) conference is going to prepare to hold it virtually, but a final decision will be made in June.
- *NHPDIP Advisory Committee:* Nothing to report. Carrie Klebe asked if we can have a NHPDIP representative come to one of our meetings. Geoff stated that he will reach out for an update.

Old Business:

- *Legislative Committee:* Chairman Ruggles reported that he got 7-8 responses. Friday is the best day for an organization meeting. We should have a representative at our next meeting.

New Business:

- *Recommended Fund Balance Level:* Chairman Ruggles reported that he was contacted by area Town Administrators to see if the percentage should be bumped up. Those present today felt that it seemed okay at the current levels. Chairman Ruggles will get more information.
- *Next Meeting:* At the next meeting we will start to look at the 2021 budget.

Naomi Bolton moved; Geoff Ruggles seconded to adjourn meeting at 9:40 AM, unanimous vote in favor.

The next meeting of the Executive Committee will be held March 2, 2021, 9 AM via Zoom.

Respectfully submitted,

Naomi L. Bolton

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Town Administrator
Weare, NH