

New Hampshire City and Town Clerk's Association
Executive Board Minutes
April 21, 2010

Present: Debra Clark, Sue McKinnon, Tricia Piecuch, Kathy Seaver, Debra Cornett, Kimberly Johnson, Jeanette Vinton, Kathleen Valliere, Lori Holmes, Sandi Allard and Marjorie Roy

Absent: Rita Eignebrode, Linda Hardy, Pat Waterman, Judy White, Stephanie Glidden and Susan Wagoner

Guests: Lori Radke and Nancy Johnson

President Clark called the meeting to order at 9:38 AM.

SECRETARY'S REPORT:

Discussion to amend the March 17, 2010 minutes relative to the sale items for the cost of up to \$1,500 in lieu of \$1,000, to list Mary Ellen Pelletier as a guest and to record Marjorie Roy as absent. On motion by Jeanette Vinton, seconded by Tricia Piecuch it was voted to accept the minutes as amended. There being none opposed, the motion carried. Marjorie Roy and Kathleen Valliere abstained.

TREASURER'S REPORT:

No report was given as Rita was absent. In relation to the update of the Association's non-profit status, Kathy Seaver offered to assist Rita and will get in touch with her.

LEGISLATIVE REPORT:

Nancy Johnson and Lori Radke were both present and reported that the Association had approximately 30 bills they were tracking. Most of the bills the Association opposed have been killed, but there were still about 15 active with most of them being ones that the Association was watching. The legislative breakfast was well attended and the Governor was able to spend a few minutes with the clerks. Deb Clark noted there were approximately 30 clerks in attendance and overall felt it was a good day. Some clerks attended hearings while others went on a tour. A couple clerks brought up legislation that will need to be cleaned up for consistency and it was decided that the Executive Board should have a session to deal with legislation prior to the filing for next year.

REGIONAL REPORTS:

Seacoast: Region: Lori Holmes stated they have had excellent responses to their regional meeting on May 19th. Also, after the last Board meeting she sent an email to the region to see if there was anything the clerks wanted discussed at the regional and will forward those on to the appropriate state agencies.

Merrimack Valley Region: Jeanette Vinton and Kimberly Johnson noted they had nothing new to report except that their monies were coming in slowly for their regional meeting on May 26th.

Monadnock Region: President Clark advised that Theresa Upton had resigned from the Board after the last meeting so she has appointed Kathleen Valliere from Greenville to fill her unexpired term. Kathleen Valliere stated she was looking forward to working with the Board again and was glad to be back.

Dartmouth-Lake Sunapee Region: Sandi Allard stated they were working on their regional meeting for May 19th and it has been slow. She also has made copies of the Executive Board Informational Brochure to be handed out at the regional meetings and handed them out to the co-chairs. President Clark informed the Board that former Town Clerk/Tax Collector from Charlestown, Charlene Comstock passed away on April 8th. She held that position from 1973 – 1989.

Lakes Region: Debra Cornett reported that they were currently working on their regional meeting which was being held in conjunction with the White Mountain Region which is scheduled for June 18th. It was also with sad news to report that Pat Waterman's husband, Dennis passed away on March 26th.

OLD BUSINESS:

Website: Sue McKinnon stated she heard from Secretary of State Office in regards to Elections and Vital Records as to what information will be put on the site. She was still awaiting word from Department of Safety, Motor Vehicles. The clerks noted that the test site looked great and that she did an excellent job! Sue mentioned that she would like to go live with it sometime next week. The website address is www.nhctca.com.

Sale Items: The items have been ordered for sale at the conference and a sample was passed around.

New Clerk's Workshop: Sue McKinnon stated there were about 18 people on both Mondays, with a lot of them being deputy clerks, but everything went well and that overall reviews were excellent. The clerks were happy that Vital Records were added into the session.

Conference Scholarship: Tricia Piecuch presented the scholarship application form to the Board for their review and comment. A couple of suggestions were noted and the form will be revised and sent out to the membership. The deadline for submitting the scholarship will be July 30, 2010 and all applications will be forwarded to President Debra Clark.

Conference:

Debra Cornett noted she received a call from Denise Morrissette, Town Clerk/Tax Collector of Gilford regarding Shoreland Permit Fees. After some discussion it was noted that the Department of Environmental Services should be one of the speakers at the Annual Conference.

NEW BUSINESS:

Deb Clark noted she received an invitation for a testimonial dinner for Virginia Beecher for her forty plus years and she will be attending at the end of the month and will speak on behalf of the Association.

Deb Clark stated she received an invitation from IIMC (International Institute of Municipal Clerks) to represent the Association in the Parade of Flags at the 64th Annual Conference in Reno, Nevada. She had discussions with Sue McKinnon and Tricia Piecuch about this request and Tricia stated the Association will pay \$1,000 towards the President attending the IIMC Annual Conference. Tricia also noted that in the past, if the President did not want to attend, then the monies could be given to another clerk who was attending, and that they would then represent the President in the Parade of Flags. Tricia did mention Paul Bergeron attend last year and was asked to participate in the Parade of Flags by IIMC as he was the only New Hampshire clerk present and that he was thinking of attending this year as well. Deb stated she was not planning on attending the conference.

On motion of Tricia Piecuch, duly seconded by Kathleen Valliere, it was voted to give Paul Bergeron the \$1,000 towards his attendance at the IIMC Annual Conference and for him to represent New Hampshire in the Parade of Flag Ceremony.

SECRETARY OF STATE:

Vital Records: Steve Wurtz stated legislation passed that allowed the Secretary of State to make the appointment of the State Registrar. Once nominated the appointment would have to go before the Governor and Council. Also, another piece of legislation that passed was the changing of the name of the IRB Committee. He noted that he was still down one key position, but currently was not affected by the recent state budgets cuts. They are still looking to go out with an RFP on a new NHVRIN system and some clerks may be asked to assist in what they would like to see with the new system.

Elections: Anthony Stevens stated the Ballot Law Commission re-approved the Accu Vote machines with visible light read heads, removed modems and disable serial ports and also rescinded the approval of the 1.94w firmware chip and approved the new 1.96.13 firmware chip and the accompanying election programming software, with the condition that the election programming software cannot be used to

accumulate official election results from more than one machine. They met with LHS and there will be a checklist form that will need to be completed with the clerks when LHS comes in to do maintenance on the machine and to install the new chip. The form will be sent to the clerks and will be for them to keep with the machine, but also a copy must be forwarded to the Secretary of State's Office. In reference to legislation they still have about fifteen bills active, but only about five of them will affect the clerks. Depending what happens in the legislation the changes could effect over 100 laws. They will keep us informed as the legislation proceeds.

Tom Manning discussed the plans for State Election Law Training as was done in 2008 in various locations throughout the State. If you are interested in hosting a training session in your area, either in July or August, please contact Tom. Also, in reference to vital records grant monies, there were still some requests outstanding and just a reminder that the deadline to use these monies is June 30th. Any clerks with questions should get in touch with Tom.

Next meeting will be on Wednesday, June 16, 2010 at 9:30 AM at the Department of Safety, Motor Vehicles Conference Room.

On motion of Jeanette Vinton, duly seconded by Debra Cornett it was voted to adjourn. There being none opposed, the motion carried. The meeting was adjourned at 11:45 AM.

Respectfully submitted,

Tricia Piecuch