

New Hampshire City and Town Clerk's Association
Executive Board Minutes
November 17, 2010

PRESENT: Sue McKinnon, Rita Eigenbrode, Linda Hardy, Debra Cornett, Sandra Allard, Kathleen Valliere, Stephanie Glidden, Kimberly Johnson, Patricia Waterman, Debra Clark, Wendy Drouin, and Jean Oleson

GUESTS: Becky Benvenuti, NHTCA President, Maryellen Pelletier, Legislative Committee, and Nancy K. Johnson, Association lobbyist

President McKinnon called the meeting to order at 9:35 AM. She introduced new Board members Wendy Drouin, co-chair of the Monadnock Region, and Jean Oleson, co-chair of the White Mountain Region. A warm welcome to both new members!

The Finance Committee which will audit the Association's books at year end was appointed, and consists of Judith White, Kimberly Johnson and Jean Oleson.

Director of Motor Vehicles, Richard Bailey Jr. addressed the Board members briefly. He will be meeting with a committee to standardize residence requirements and would like help coming up with a standard residency form. He also told us that adding more Boat Agents from municipalities is a priority. More discussion of the Standard Residency Form was held later in the meeting, after Director Bailey departed; this discussion is reported further along in these minutes.

Sheryl Eisenberg from Rochester has been appointed to the Legislative Committee for the coming year.

A motion was made and seconded to accept the minutes of the Executive Board meetings of October 13, with corrections, and the October 15. The motion passed unanimously.

Treasurer Rita Eigenbrode presented a report for the time period of September 1, 2010 through November 15, 2010. It was moved and seconded to accept the report, and the motion passed unanimously. Rita announced that it is time for dues letters to be sent out. Dues are payable as of 1/31/11, and are required to be paid by all municipalities. The notices will be sent by email to all Clerks with email addresses, and Rita will mail to the few who have no email addresses. All members are to be reminded that the Dues Forms, as well as many others, are available at the Association's website: www.nhctca.com. If any members wish to order Name Badges the form for that is also available at the website.

The Board members discussed upcoming legislation with Nancy Johnson and Maryellen Pelletier. Regarding **RSA 466:39**, a motion was made by Kathy Valliere and seconded by Pat Waterman to authorize Ms. Johnson to get a sponsor for legislation increasing the optional dog license fee from \$1.00 to \$3.00. This fee needs to be adopted by the town or city. Motion passed unanimously.

Regarding **RSA 261:46**, it was moved by Pat Waterman and seconded by Debra Cornett to request Ms. Johnson to contact Rep. Major and ask that the non-residency bill concerning motor vehicle registrations be re-filed. The motion passed unanimously. Director Bailey will also look into the history behind the recent changes to this RSA and get back to the Association regarding DMV support or non-support for any upcoming legislation.

Regarding **RSA 261:165**, a motion was made by Rita Eigenbrode and seconded by Debra Clark to pursue increasing the deposit requirement amount to \$1500 for Town Clerks. Simultaneously, the Tax Collectors Association will be introducing a bill to increase their deposit requirements to \$1500. The motion passed unanimously.

Additionally, the Board will discuss with Dave Scanlan of the Secretary of State's Office cleaning up some of the Election Laws that passed in the last session. Board members raised questions about whether there would be required modules of the online training system for the School District Clerks, and School Moderators. Also, the question was raised about whether the applicant's date of birth could be reinstated on the Absentee Ballot applications.

President McKinnon wishes to make all Clerks aware of legislation that will go into effect January 1, 2011, **SB 354-FN** which authorizes liens for unpaid building code violations and requires landlord agents for restricted rental property. A new section requires that owners of restricted property file a statement with the Town or City Clerk.

A Legislative Committee meeting will be set up by Lori Radke for January 2011.

President McKinnon thanked Susan Wagoner and Judith White for serving as co-chairs of the Monadnock and White Mountain Regions, respectively.

She thanked Steve Wurtz and Tom Manning for their services in the Hospitality Suite at the recently concluded Annual Conference.

President McKinnon added her personal thanks and comments to Debra Clark, immediate Past President of the NHCTCA. She described Ms. Clark, a cancer survivor, as an amazing person who has been very dedicated to the Association. She has recently been elected 2nd Vice President of the Tax Collectors Association, evidence of her personal growth over her many years serving both Associations.

Past President Clark then presented a "Madame President" T-shirt to President McKinnon. This shirt was a gift to Ms. Clark from her staff.

President McKinnon then expressed best wishes and congratulations to Denise (Morrissette) Gonyer of Gilford on her 10/10/10 marriage. As stated in a recent email, her new email address is now dgonyer@gilfordnh.org.

Get well wishes are extended to Linda Hartson of Exeter, who recently underwent hip surgery, and to Evelyn Connor of Weare, who recently had back surgery. We hope you are feeling no pain!

A committee was appointed to work in conjunction with DMV to set Standard Residency Form requirements – Debra Cornett, Tricia Piecuch, Sandra Allard, Sue McKinnon and Rita Eigenbrode. Also, there is a feeling that since the DMV Record Change Form can be sent directly to Concord, the Clerk is bypassed and people can be added to a Town without the clerk certifying residency.

Exciting news – Karen Patterson from DMV is engaged! Our hearty congratulations from the entire Association!

Ms. Patterson informed us that the Municipal Agent Help Desk will be changing to VOIP as of Thursday, November 18. Clerks are requested to continue using the 1-888-320-8585. A new

number will be forthcoming that can also be used. (*UPDATE: This number has now been issued, it is 227-4100*)

Stamie is no longer with the Registration Desk, she has been promoted. A new Registration Supervisor has been hired, to begin in December, Chris Ialuna. Kelly Brudniak is the new Supervisor of the Operations Bureau.

Denise Bodwell from the Title Bureau reminded everyone that as of January 1, 2011, Model Year 1996 vehicles will be title exempt. She reminded everyone to check their printer ribbons and replace if necessary. If the CTA prints too lightly, it will not film. She also reminded us that if the title application says survivorship, a copy of the death certificate is needed. Also, when entering CTA information into the system, fill in everything including seller and lienholder information.

Please remember to return all 2010 MV Decals to the warehouse by January 15, 2011.

The proposal to hold back-to-back NHTCA and NHCTCA conferences in 2011 received mostly favorable responses. It was moved by Pat Waterman and seconded by Linda Hardy to work with the Tax Collectors to proceed with the back-to-back conferences. The motion passed unanimously. The scheduled dates for the Conferences are Oct. 17 – 21, 2011, to be held at the Red Jacket in N. Conway. It has also been suggested by Pat Waterman, Conference chairperson, to propose the back-to-back conferences continue in October, 2012. This accommodates Clerks who will be fielding September 2012 elections.

Pat also reported that 63 towns / cities did not attend the Annual Conference, even with the availability of full scholarships. Many of the same towns do not attend each year.

Lobbyist Nancy Johnson will be renewing her contract with the Association for 2011, at the same dollar amount. The payment schedule was set. Her new contract will be available for signing in December.

The meeting with HAVA regarding the ElectioNet purge process was held on Tuesday, November 9. Attendees were Kathy Valliere, Sue McKinnon, Tricia Piecuch, Sheryl Eisenberg, Matt Normand, and Supervisors of the Checklist from Keene and Mont Vernon. They discussed the required letters, postcards, and labels as well as the process involved in setting up ElectioNet. More information will be forthcoming as the time gets closer.

Sandra Allard will be updating the Executive Board brochure to include the new members.

There being no further business before the Board, it was moved, seconded and unanimously approved to adjourn the meeting. The meeting was adjourned at 11:32 AM.

The next Executive Board meeting will be held Wednesday, December 8, 2010, at the HAVA building, at 9:30 AM.

Respectfully submitted,

Linda M. Hardy, Secretary