

New Hampshire Tax Collectors Association
Executive Board Meeting
Plodnik & Sanderson
March 13, 2014
9:30 A.M.

Executive Board Members Present: Treasurer Joyce McGee, CTC, First Vice President Raymah Simpson, CTC, Education Committee Chair Diane Trippett, CTC, Director of Public Relations Kathy Seaver, CTC, Conference Coordinator Theresa Briand, CTC, Workshop Coordinator Pessy Gaudette, CDTC.

Absent: President Kathleen Sylvia, CTC, Second Vice President Kelly Skehan, CTC, Secretary Holly Burbank, CTC, Director at Large Deb Clark, CTC, Legislative Chairman Dave Fredette, CTC.

First Vice President Raymah Simpson called the meeting to order at 10:04 am.

Secretary Report: Diane made a motion to accept the minutes of the February 20, 2014 meeting. Kathy seconded the motion, all in favor, motion carried.

Treasurers Report: There is nothing to report at this meeting. All in agreement of "no report", yes. Update from Joyce, regarding dues, 5 are still outstanding; Dorchester, Harts Location, Hinsdale, Lempster, & Marlow. Raymah stated that she would check into Dorchester. Joyce stated she would be unavailable from Tuesday 3/18/14 to 3/26/14.

Joyce reported that Common Man in Concord was provided with \$100.00 off-site fee. Hampton Inn & Conference Center was provided with \$225 for workshop space. Blank checks were given to Pessy for the Common Man in Concord Conference & Hampton Conference for food. Pessy received a check for \$445 for facility rental at Bektash Temple for the workshop in Concord.

Workshop Coordinator: Registration forms for the workshops are starting to trickle in, but none have been received for Marlborough at this time. Joyce's deputy Tina Wright will help with this. She will do a spreadsheet and get the info to Diane Trippett, and Diane will do a registration list and let Pessy know the numbers for food planning. New Collector's workshop registration forms will go out today 3/13/14. It was decided to extend the deadlines for workshop registrations to 3/31/14 or 4/1/14.

It was decided to donate \$700.00 to Marlborough for hosting a workshop and providing refreshments. The motion was seconded and carried. Check was given to Diane as Pessy will not be able to attend this workshop.

Diane stated that she had banners and easels in her garage and will get them to Kathy Sylvia. Diane stated that equipment will be an issue in the future as she provides her personal laptop & projector.

Updates on Tax Collector/Town Clerk Certification, Diane will give the updates for

the Marlborough meeting, Kathy for Hampton, Joyce for Littleton, & Cheryl for Concord. We are all set on classes & instructors for the workshops.

Other Business: Public Relations/Certification committee is meeting this afternoon; they haven't met in a couple of months.

Dave Fredette emailed a legislative report for review.

Terri stated that everything is quietly moving ahead for the convention; the contract and deposit have been sent out.

Diane said that everything is set for the Spring Workshop. DRA states this year it is mandatory to use the online MS61 and T2 will assist. The New Collectors training will be at DMV. They have some equipment; projector, sound equipment, but no laptops.

Raymah said that minutes from last meeting will be sent to all County Coordinators now that they have been approved.

New Business: IRS guidelines were discussed and the exemption from W-9s by Municipalities, Bankruptcy and estimating full year's taxes were also covered as well as amending "proof of claim" once it is paid.

There were handouts from Registry of Deeds on protecting your investments, lien payments & fraud. Deeds with watermarks, currently the law does not allow this, but this is changing.

Raymah mentioned that Bill Garnett from Nottingham, had been asked by Citi Mortgage for the Town's W-9, he wasn't comfortable giving that to them and told them that, they said they needed it to send him some tax money. He wanted to know how we felt about it. Raymah said that this had just happened in her town and the accountant filled out the paper work and checked the box that states we are a municipality and tax exempt, she didn't give any numbers or anything. The other collectors stated that is what they do in their towns. Raymah stated she would get back to Kathleen with this information and send off to him.

Old Business: Joyce questioned continuing to pursue liability insurance since we would not be going to the Opera House for the Littleton workshop. The board felt that we should continue to pursue the issue.

There was a discussion on badges. Could we coordinate with town clerks to get one badge rather than multiple? This has raised a lot of questions. We are really looking for consistency on the length of Service Awards for the Town Clerks & Tax Collectors. It was decided to hold off on pins at this time, but if you have held the position for 10 years or more you should get more than a certificate.

Raymah asked if there was any further business to come before the board, there being no further business Joyce made a motion to adjourn, Diane seconded the motion, all in favor, the motion passed at 12:05 pm.

Respectfully Submitted,

Pessy Gaudette

Acting Secretary
Pessy Gaudette