

New Hampshire Tax Collector's Association
Executive Board Meeting
Department of Revenue Administration
May 10, 2018
9:30am

Executive Committee Members Present: President Melinda "Min" Kennett, CTC, 1st Vice President Hannah Joyce, CTC, 2nd Vice President Benjamin Bynum, CTC, Secretary Charity Baker, CTC, Treasurer Joyce McGee, CTC, Education Committee Chair Dawn Enwright, CTC, Conference Coordinator Terri Briand, CTC, Workshop Coordinator Esaundra "Pessy" Gaudette, CDTC, Director of Public Relations Kathy Seaver, CTC, Legislative Committee Chair David Fredette, Director at Large Kellie Skehan, CTC

County Coordinator Members Present: Cynthia Derooy & Lindsey Allen, Belmont County; Cheryl Neally, Carroll County; Raymah Simpson, Grafton County; Dawn Blackwell & Erica Anthony, Merrimack County; Linda Fecteau & Becky Benvenuti, Rockingham County

Guests: Bruce and Michelle, DRA;

Education Committee Report - Dawn reported that all workshops went smoothly and everyone was extremely helpful. She emailed the results of the evaluations late on Wednesday, she will let everyone take a look at them and we will discuss at the next meeting. She distributed the draft agenda for conference. She reviewed it with the group. She made some suggestions of topics we should cover and what she has received for feedback over the years.

She mentioned the presenter of "How to deal with difficult people and win!" was much more than what the board wanted to spend. Dawn found another person that is local and her fee is \$2,000 and a room. The committee felt she really wouldn't need to stay where she is an afternoon presenter and traveling from Peterborough.

Joyce suggested giving the bigger time slot of the day on Wednesday for lienings because we always run out of time because due to a lot of discussion and questions. A nice topic for the smaller time slot could be a best practices for record retention and create a reference guide to distribute for collectors to refer back to.

The committee discussed several points that needed to be touched on in the lienings session. Becky asked if noticing multiple owners could be part of the discussion.

The discussion of the agenda was very productive. The committee was very happy with the tentative schedule.

Workshop Coordinator Report - Marlborough and Littleton went very well. We will need to shop for another location in the Hampton area. They are not as accommodating as they once were. There was discussion about possibly changing the registration fee to cover increased costs. Pessy feels we have finished in the red on a couple locations. Joyce will

review the revenue and the expenses and report at the next meeting whether we were able to cover all the expense.

Pessy mentioned sending out the attendance list a week before has been helpful in eliminating people just showing up that haven't registered.

Michelle Clark, DRA – Mentioned that they are pushing to get tax rates set early this year.

Secretary Report – Charity distributed the minutes to the committee for their review.

Charity received a dues form from Crane & Bell Accountants requesting Associate membership status. **Joyce made a motion to allow Crane & Bell, Certified Public Accountants to be an Associate member. Seconded by Pessy. All in favor. Motion carried.**

Joyce asked about the emails we received about those leaving office. Carolee in Enfield and Marla in Sanbornton. It was also mentioned that Judy Pease in Northwood, Michelle in Sandown, and Lillian Knowles in Seabrook have also left office.

Cards will be sent to all of them. **Kathy made a motion to include a \$50 gift card for Lillian Knowles in her card. Seconded by Terri. All in favor. Motion carried.**

Min mentioned she attended Rhoda's retirement party that the Town of Conway had for her. It was very nice and well attended.

Pessy made a motion to accept February 8, 2018, meeting minutes. Seconded by Ben. All in favor. Motion carried.

Treasurer's Report – Joyce reported that she has paid all invoices for all the workshops and deposits for some of the locations for next year. She said the big expense over the last couple months was for the amicus motion that we requested Bernie to submit regarding Polonsky case.

Joyce moved money from our investments account into our checking account. The total for the Association is \$24,000, with \$10,000 of that in the checking account.

We do have some extra expenses expected due to the 80th Anniversary of the Association and the celebration being planned for conference.

Public Relations & Certification Report – Kathy sent out the registration paperwork for the certification program yesterday on the google group.

Legislative Committee Report – Dave reported HB1614 formerly HB579. He also reported on HB1673 regarding the change in interest rate.

Dave mentioned that Becky, Mike Jache, Cheryl Bolouk and Barbara Reid have worked really hard on our behalf.

He will update the list of bills the committee is monitoring and get it out to us shortly. Bruce found a quirk in the law regarding changes in office and a recommittal warrant. In RSA 41:36 it doesn't say the audit needs to happen before the recommittal and it is felt that it should be.

Kathy would like to discuss changes to offices of incompatibility. She feels that the Town Administrator and the Tax Collector offices should not be held by the same person. There are several around the state and she feels it will be a hot topic.

Conference Coordinator Report – Terri reported that April is no longer with the North Conway Grand. The hotel has not reached out to Terri and she is very disappointed about that. InvoiceCloud contacted her and will not be doing a sponsorship this year. It took Terri by surprise. They said they are revamping their budget wanted to do a regular ad and a booth. The committee members that have InvoiceCloud will reach out to them.

She reported that the sound and AV system has all been updated. There are screens all around the meeting room for easy visibility. The committee will be meeting at the hotel for the June meeting to see the upgrades.

There will be a tent for Wednesday night's celebration and she gave Joyce the paperwork. The tent will be located out by the pond. Wednesday will be a big Birthday celebration for the 80th anniversary.

She received a response from the Governor's office for Thursday night's formal dinner that they have penciled the event in on his calendar and they will notify her when it is confirmed.

There was discussion regarding the conference gift. **Dawn made a motion to move forward with purchasing the conference gift. Seconded by Pessy. All in favor. Motion carried.**

County Coordinator Report – Hannah welcomed all the County Coordinators that were able to attend. She asked that each of them introduce themselves and let the committee know what they had planned for county meetings if any have been planned.

Cythia DeRoy and Lindsey Allen from Belknap County reported that they have nothing planned at this time.

Raymah Simpson and Hannah Joyce from Grafton County reported that they have not yet planned a meeting for this year.

Becky Benvenuti and Linda Fecteau from Rockingham County reported they are going to the Registry of Deeds and don't have a date set at this time.

Charity Baker and Min Kennett from Coos County reported they have a day set in August but no topic at this time.

Terri Briand from Hillsborough County reported they have nothing planned at this time.

Dawn Blackwell and Erica Anthony from Merrimack County reported they have nothing planned at this time.

Cheryl Neally from Carroll County reported they are going to the registry on June 14th. Min mentioned she has been getting lots of emails regarding wage scales and she thought it would be nice to put something out to start collecting data from the collectors around the State with the help of the County Coordinators. There was a lot of discussion regarding wage surveys and how duties in each town vary so much.

Director at Large Report – Kellie reported that the Nomination committee has been communicating with the current Executive committee members and so far everyone that is currently on the committee wishes to continue except for Dave. He is working on finding someone that is interested in taking over for him and they are also in search of a 2nd VP. Raymah has some ideas for the 2nd VP position.

Old Business – none

New Business – We need to update the policy on contacting Bernie (legal counsel) for legal issues of the Association. It is the position of the committee that if someone approaches the committee about contacting Bernie about a legal issue, it should be told to them it will be taken to the committee to see if it something we should approach Bernie on the associations behalf and if the committee decides to they will approach Bernie and if not then the person that brought the issue forward can approach Bernie but know that it is at their/their town's expense. This needs to be a new section for the policy handbook.

Respectfully submitted,



Charity M. Baker
Secretary