



New England Association of City & Town Clerks
Board Meeting
Tuesday, June 29, 2021
Via Zoom Video Conference

The meeting of the New England Association of City & Town Clerks' Board was called to order by President Tammy Legacy at 09:04 a.m. via Zoom video conference during the COVID 19 pandemic.

Members present: Connecticut: Kelly Bilodeau, Betsy Browne, Ericka Butler, Michele Grande, Kate Wall; Massachusetts: Dottie Powers, Deb Gremo; Maine: Lisa Goodwin, Michelle Farnham, Susan Skidgell, Carrie Weeman; New Hampshire: Kristin Kenniston, Kerri Parker; Rhode Island: Leigh Carney, Valerie Fox, Michelle Hardy, Millie McGinnes, Sarah Rapose, Carol Wordell; Vermont: Tammy Legacy, Anita Sheldon, Lucrecia Wonsor. NEMCI&A: Tracy Borst.

President Legacy welcomed everyone on Zoom.

The following communication was read and ordered filed:

Communication from Wendy J.W. Marshall, CMC, President, Rhode Island Town and City Clerk's Association, to Tammy Legacy, New England Association of City and Town Clerks' submitting the resignation of Marianne Kelly to the NEMCI&A Board and recommending Sarah S. Rapose fill her unexpired term.

President Legacy read and reviewed the following Executive Order:

New England Association of City and Town Clerks Emergency Executive Order 2021 #1
(Extension of Term Limits for NEMCI&A Board Members)

A motion was made, seconded, and so voted to approve the Emergency Order 2021 #1.

President Legacy reported the Executive Board's Decision on March 30, 2021 regarding proposed Constitution Amendment referred back by the membership on 11/20/2019 for review entitled: ARTICLE VII: ANNUAL CONFERENCE.

She stated that this matter was reviewed by the Executive Board and it was decided that there was no need to pursue adding this Article. Discussion is reflected in the March 30, 2021 minutes.



The next matter taken up was the Secretary's report.

Secretary Michelle Hardy stated that the minutes of the December 4, 2020 Board and Annual Meeting minutes held via Zoom and the Executive Board minutes of March 30, 2021, were delivered to the Board members via e-mail.

Discussion ensued regarding a number of changes.

A motion was made, seconded, and so voted to postpone the approval of the minutes and the Secretary was asked to resubmit the minutes at the next meeting.

The next matter taken up was the Treasurer's Report.

Treasurer Kate Wall, stated that there are currently 550 members for 2021, which was up from 441 members in 2020. She stated that she began reviewing and updating the membership list. She stated that the Vice Presidents received the list of members that had not paid. She discussed the need for each member of the Membership Committee to reach out to new clerks in their States.

The next matter taken up was the Newsletter Editor's Report.

Newsletter Editor Betsy Brown was not available to provide an update.

The next matter taken up was the Webmaster's Report.

Webmaster Leigh Carney stated that she updated the constitution on the website. She also stated that there was an Athenian Dialogue posted for Rhode Island and more attendees were needed to have the class.

The next matter taken up was the NEMCI&A report.

Tracy Borst, Chair stated that there was still a vacancy for New Hampshire.

She reviewed that the in-person Institute & Academy was cancelled for 2021. However, a free webinar was offered and all 100 spots were filled. She stated that there would be a virtual Institute and 100 people were signed up so far. She stated that the Year 2 class had a free course last week. She stated that Year 3 class met in person and there was 100% participation. The meeting was very emotional and full of stories and support. She stated that NEMCI&A and NEACTC are very special programs.

She reported that NEMCI&A hopes to be back in person in 2022. The Board will have a retreat in October and the Board has been grateful that Plymouth State will be honoring the 2020 prices.



Anita Shelton reported that her class met virtually and it was definitely not the typical NEMCI experience. She stated that it was still amazing to see the majority of her class attend. She stated that she is looking forward to being back in-person.

The next matter taken up was the report of the Membership Committee.

The Committee prepared a video that is available on the website, which shows the importance of membership.

The next matter was the report of the Scholarship Committee.

The Scholarship committee issued three scholarships for online courses in the amount of \$270 for three applicants from RI, MA, and ME.

The next matter was the report of the Legislative Committee.

The Legislative Committee will look into having retired clerks be able to serve on the NEMCI&A Board.

Dottie Powers stated that she will follow up with Andy Dowd.

The next matter was the report of the Technology Committee.

The Technology Committee reviewed the website to ensure it was up to date. The constitution was updated.

The next matter was the Conference Committee Reports:

VT - President Legacy stated that due to the Pandemic there have been other financial concerns. Hotel information should be released soon. The rooms are \$179 per night and the conference fee remained at \$200. The dates will be November 17-19, 2021, with an Athenian Dialogue on November 16, 2021.

MA – Dottie Powers stated that the Committee is hard at work. The dates will be November 16-18, 2022. The conference would be held at Chatham Bars Inn and the price is \$199 per night.

CT – Michele Grande stated there is no deposit on a hotel site yet. They are looking into Westbrook Waters Edge, the casinos, or Mystic.

RI – Millie McGinnes stated that RI would begin searching soon. The Committee is looking at returning to Newport.



ME – Lisa Goodwin stated that the Committee has met via Zoom a few times and is looking at a possible site in Bangor.

NH – Kerri Parker stated that New Hampshire has not started the process yet. However, she will confer with Andie Kohler regarding lead work done for the 2020 conference that couldn't take place.

The next matter was the unfinished business of the Tax Exempt/Corporation Status.

Michele Grande stated that filing for a corporation in Connecticut is fairly easy and there is a small fee. The tax exempt status is a harder process. She stated that Connecticut was decided as the location to incorporate due to the Treasurer historically being from Connecticut due to ease of transition. She stated that it would be easy to update the registered agent for service.

President Legacy asked that the Vice President's get together to review the incorporation and tax exempt status.

With no further unfinished business or new business to come before the Board, a motion was made, seconded and approved, to adjourn the meeting at 09:59 a.m.

Respectfully Submitted
Michelle Hardy, Secretary