



May 15, 2024

[ABOUT](#) [ADVOCACY](#) [LEGAL SERVICES](#) [EVENTS](#) [RESOURCES](#) [FEDERAL FUNDING](#)

NHMA has a brand new member portal and we are now sporting a new look in our communications to you.

Find out if you have a profile in our portal by following these [login instructions](#).

Once you are logged in, follow [these steps](#) to register for a workshop.

Don't have a login? Contact us at info@nhmunicipal.org for more assistance.

To learn more, you can [watch a tutorial here](#). It's only about 35 minutes, so please view it at your earliest convenience.

If you are the designated Account Administrator for your city or town, the sooner you can log in as your municipality's main contact and review/edit the municipal officials listed under your municipality's profile, the smoother this transition will go.

We know there are so many demands on your time, so we really appreciate your assistance. We are excited to launch this portal to improve your membership experience with NHMA!

Please email us at registrations@nhmunicipal.org if you have trouble registering for an event, and send other questions to info@nhmunicipal.org.

LOOKING FORWARD TO SERVING YOU: NHMA's 2024-2027 Strategic Plan

One of NHMA's major initiatives for 2024 is establishing a strategic plan to guide the organization's direction over the next several years. According to the NH Center for Nonprofits, strategic planning is "big picture thinking" about the direction the organization is taking and the way it is fulfilling its

mission. Often, specific goals, objectives, strategies, and resources are included in the strategic plan as a means to deliver on the mission, and the perspective of a broad range of stakeholders is often included.

[READ MORE IN THIS ARTICLE](#)

Free Training to Apply for Federal Grants for Your Community's Infrastructure Needs Act Today!

Registration ends May 15th.

NHMA knows that many municipalities don't have the staff capacity or expertise to apply for federal infrastructure funds. We've partnered with the National League of Cities (NLC) on a **FREE** program that will help you address this common challenge. This program is aimed at helping municipal staff learn to develop and submit winning grant applications in key areas.

The trainings are designed for small to mid-size municipalities, and no prior grant-writing experience is necessary. Communities that participated in the trainings have collectively secured more than \$200 million; we know this program works and has helped numerous local governments secure needed resources.

The trainings this spring will focus on grants in the following areas: bridge investments; railroad crossing improvements and safety improvements; solid waste infrastructure for recycling; brownfields; and removing transportation that increases connectivity in communities. NLC plans to run additional rounds of the program in the future that will focus on other types of grants, but the classes this spring will be focused on these types of grants.

This program is available to you through your membership with NHMA. Space is limited to 50 municipalities in each state, and the registration deadline is quickly approaching.

Learn more in this [NLC recorded webinar](#) discussing this program.

If you're interested in learning about acquiring grant funding in these areas, please register your city, town, or village district today at <https://localinfrastructure.org/>. Registration ends May 15, and classes begin May 20.

[REGISTRATION NOW OPEN!](#)

Introducing Miranda Augustine: NHMA's New Communication Coordinator

We're excited to introduce Miranda Augustine as NHMA's new Communication Coordinator. With a background in marketing and a commitment to excellence, Miranda is well-equipped to lead our communication efforts.

In her role, Miranda oversees *Town and City Magazine* and *NewsLink*, coordinates member webinars and advertising, and manages our website. With her expertise and enthusiasm, we're confident in her ability to enhance our communications and support our members effectively.

For any inquiries or communication needs, please feel free to reach out to Miranda Augustine at maugustine@nhmunicipal.org or 603.413.4282.

As we welcome Miranda, we also bid farewell to Tim Fortier, whose dedication and contributions have been invaluable to NHMA. Tim, we extend our heartfelt thanks for your years of service and wish you a happy and fulfilling retirement.

Join us in welcoming Miranda to NHMA. We look forward to the innovative contributions she'll bring to our team.



Caption: Ashley Methot, Events Coordinator, and Miranda Augustine, recently appointed Communications Coordinator, welcoming attendees to an NHMA workshop.

Workshop Opportunity for Planning Board Members - *The Dollars and Sense of Multi-family Development*

8:00 am - 5:00 pm, Wednesday, May 22, NH Housing Offices, Bedford

Cost is \$25. Space is limited

NH Housing has partnered once again with Grow America (formerly National Development Council) and the New Hampshire Planners Association to offer this one-day training on May 22nd that unlocks the details of multifamily housing development.

Click on the link for more information and to register.

<https://lp.constantcontactpages.com/ev/reg/7nwkjbu/lp/d6630109-8ee4-4fc4-8155-1fb29bd5dafa>

Workshop Opportunity - Community Development Block Grant

9:00 am - 12:00 pm, Wednesday, May 22, Community Room at the Kilton Library, 80 Main Street, West Lebanon, NH

Light refreshments to be provided, RSVP encouraged – [View Detailed Agenda and Register Here](#)

Land Use Planning has an important job to guide and inform where each use is situated on the landscape. Land has different potentials, values, and risks. Land may be connected or disconnected from existing human infrastructures. It may provide unique ecosystems or corridors for wildlife. While land is individually owned, impacts are often communally shared, both positive and negative. Fairness then requires that the community participate in the land use process. What can this process look like? Is it fair? Does our land use meet a community's goals to affordably make room for residents, to protect our natural resources, and further the local economy? Explore these questions and more with our speakers. In the workshop portion, you will dive in more to practice and discuss activities for participatory decision making.

Organized by the Connecticut River Joint Commissions, with speakers from the City of Keene, Vermont Housing and Conservation Board, and Antioch University New England.

Questions? [E-mail- info@crjc.org](mailto:info@crjc.org)

Online Workshop Opportunity for Grant Administrators - Community Development Block Grant

10:00 am - 11:30 pm, Thursday, May 23, NH Housing Offices, Bedford

The [Community Development Finance Authority](#) (CDFA) will be conducting a virtual workshop for organizations interested in applying for Community Development Block Grant (CDBG) funds or learning more about the program. The workshop is encouraged for grant administrators, grantees and any projects that intend to apply for the following programs: Housing, Public Facilities, Economic Development, Emergency or Planning.

Topics to be covered include: an overview of the Community Development Block Grant Program, eligible applicants and activities, threshold requirements, evaluation and scoring criteria.

The Community Development Block Grant (CDBG) program awards funds to support economic development, housing and community-based initiatives that primarily benefit low- and moderate-income persons or households. Funding for the CDBG program is provided to New Hampshire through the U.S. Department of Housing and Urban Development. New Hampshire's statewide CDBG program has been administered by CDFFA since 2003.

If you have any questions, please contact Mollie Kaylor, Director of Housing and Community Development, at 603-717-9112 or mkaylor@nhcdfa.org. Additional information on the Community Development Block Grant program administered by CDFFA can be found on the organization's Resource Hub: <https://resources.nhcdfa.org/programs/community-development-block-grant/>.

Click on the link for more information and to register.

https://us02web.zoom.us/webinar/register/WN_SVpTQ3suSXCbh9aUD5ei5g#/

Fostering Regional Resilience: SNHPC's Roadway Adaptation Toolkit Webinar

12:00 noon - 1:00 pm, Wednesday, May 29 (Please note date change)

Free for NHMA Members/Associate Members/State Agencies

\$20 Municipal Non-Member*

The functionality and reliability of the transportation network is a priority issue for every community, and the Southern NH Planning Commission (SNHPC) has found that roadway adaptation offers a strategic path for bringing diverse stakeholders together to address pressing climate concerns.

In 2023, the SNHPC released a Roadway Adaptation Toolkit to help communities shift from analysis into action to advance regional resilience efforts. This webinar will provide a high-level overview of select toolkit content, including:

- A corridor-scale approach to analyzing roadway vulnerabilities
- A menu of strategies that communities can use to address unique vulnerability concerns
- A case study offering implementation insights from one community in the SNHPC region

Join Suzanne Nienaber, Principal Planner, and Zachary Swick, Senior GIS Analyst, with the SNHRPC, who will provide details of this toolkit and give participants the opportunity to discuss their own roadway adaptation priorities.

** Non-member attendance is for non-member schools. Non-member village districts, counties, regional planning commissions, or other municipal entities interested in attending NHMA workshops can contact info@nhmunicipal.org to learn about becoming a member. NHMA reserves the right to restrict access to these webinars.*

REGISTRATION OPEN!

New Hampshire Digital Government Summit

Thursday, June 4, 2024

DoubleTree by Hilton Manchester Downtown, 700 Elm Street, Manchester, NH 03101

PURPOSE

This event is for and about state and local government. The purpose of the event is to foster discussion and dialogue on the use of information technology as a strategic tool for managers, executives and policy makers.

FOCUS

- Digital Government Trends
- Emerging Technologies
- Cybersecurity
- Data and Analytics
- Citizen Experience
- Cloud Services
- Innovation and Collaboration

WHO SHOULD ATTEND

If you influence or participate in technology decisions or implementations at any level, you will find benefit in attending. Don't miss this opportunity to see the latest in digital government solutions, keep abreast of current policy issues and network with key government executives, technologists and industry specialists.

[REGISTER TODAY!](#)

The Workings of a Planning Board Webinar

11:30 am - 1:00 pm, Wednesday, June 5

Free for NHMA Members/Associate Members/State Agencies

\$20 Municipal Non-Member*

This webinar is geared for new planning board members and alternates, as well as seasoned veterans who want a refresher course on planning board basics.

Join Legal Services Counsel Stephen Buckley and Municipal Services Counsel Jonathan Cowal who will discuss what is a completed application, the timeline for planning board review, conducting meetings and public hearings, the use of third-party consultants, the zoning amendment process, scattered and premature development, off-site exactions, innovative land use controls, driveways, the Right-to-Know Law and more.

** Non-member attendance is for non-member schools. Non-member village districts, counties, regional planning commissions, or other municipal entities interested in attending NHMA workshops can contact info@nhmunicipal.org to learn about becoming a member. NHMA reserves the right to restrict access to these webinars.*

[REGISTRATION OPEN!](#)

Guide to Effective Code Enforcement Workshop

9:00 am - 12:00 pm, Tuesday, June 11, 2024

Member cost: \$70.00 in-person attendance and \$55.00 virtual attendance. Non-member* (state and school officials only) cost is \$140.00 in-person attendance and \$110.00 virtual attendance.

** Non-member attendance is limited to government officials who are not members of NHMA and not eligible to be members (schools and state agencies). If space is limited, priority will be given to NHMA members. Non-member village districts, counties, regional planning commissions, or other municipal entities interested in attending NHMA workshops can contact info@nhmunicipal.org to learn about becoming a member.*

Building inspectors, code enforcement officers, fire chiefs, health inspectors, and various other municipal officials are responsible for the enforcement of a variety of codes, regulations, and ordinances related to the use of land. These include both local regulations, such as zoning ordinances, site plan and subdivision regulations, health regulations, and the conditions of approval that accompany many land use board approvals, as well as state law, such as the State Building and Fire Code and statutes governing junkyards. Effectively enforcing these various codes and regulations can pose a challenge to municipalities.

Join Attorneys Matthew Decker and C. Christine (Fillmore) Johnston from the law firm of Drummond Woodsum, for this half-day virtual workshop which will provide municipal officials with practical guidance on how to navigate the nuanced procedures associated with code enforcement, as well as practical advice in pursuing an enforcement action against non-compliant property owners. Our legal experts will address some of the most difficult issues under the law, including junkyards, dilapidated buildings, and health codes. There will be ample time for questions and answers on all aspects of the law.

REGISTRATION OPEN!

ZBA Basics Webinar

11:30 am - 1:00 pm, Wednesday, June 12

Free for NHMA Members/Associate Members/State Agencies

\$20 Municipal Non-Member*

This webinar is geared for new Zoning Board of Adjustment members, as well as seasoned veterans, who want a refresher course on zoning board basics, and will provide a basic overview of the organization, powers, duties, and relevant statutory and case law authority to make your public service both more enjoyable and productive.

Join Legal Services Counsel Stephen Buckley and Municipal Services Counsel Jonathan Cowal who will discuss how to keep your board's affairs in order (including rules of procedure), the do's and don'ts for conducting meetings and hearings, your board's issuance of decisions, and its rehearing procedures, as well as understanding the role of the ZBA through the granting of relief from the strict terms of the zoning ordinance through variances, special exceptions and administrative appeals.

** Non-member attendance is for non-member schools. Non-member village districts, counties, regional planning commissions, or other municipal entities interested in attending NHMA*

workshops can contact info@nhmunicipal.org to learn about becoming a member. NHMA reserves the right to restrict access to these webinars.

REGISTRATION OPEN!

The Art of Welfare Administration Workshop

9:00 am - 1:30 pm, Thursday, June 27

Cost: \$55.00

Non-member* (state and school officials only) cost is \$110.00

The event presents a series of informative sessions addressing critical aspects of New Hampshire local welfare administration. Topics include an overview of relevant laws and flexible assistance provision, insights into homelessness trends, and discussions on recent legislative changes.

Join Legal Services Counsel Stephen Buckley and Municipal Services Counsel Jonathan Cowal who will discuss the foundational elements of New Hampshire local welfare administration. Gain insights into the state's welfare laws, the significance of guidelines, and the flexible provision of assistance. Delve into topics such as fair hearings, suspension of assistance, and more.

** Non-member attendance is limited to government officials who are not members of NHMA and not eligible to be members (schools and state agencies). If space is limited, priority will be given to NHMA members. Non-member village districts, counties, regional planning commissions, or other municipal entities interested in attending NHMA workshops can contact info@nhmunicipal.org to learn about becoming a member.*

REGISTRATION OPEN!

Federal Funding Headed to New Hampshire

- Over \$100 million for 101 projects covering various state priorities like water and transportation infrastructure, healthcare facilities, education, homelessness combat, substance use disorder programs, and community development. More information can be found [here](#).
 - \$30 million from the U.S. Department of Housing and Urban Development to address housing affordability, including grants for affordable housing, community development, and public housing repairs. More information can be found [here](#).
 - Nearly \$30 million in State Opioid Response grants to address substance use disorder, with increased funding and flexibilities secured by Senator Shaheen's legislation. More information can be found [here](#).
 - \$43.5 million from the Inflation Reduction Act to lower energy costs through affordable solar for low-income households, provided through the EPA's Solar for All grant program. More information can be found [here](#).
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DOJ's Final Rule on ADA Website Accessibility for Local Governments

In April, the Department of Justice's Civil Rights Division (DOJ) issued a final rule revising Title II of the Americans with Disabilities Act (ADA). The rule requires state and local governments to make their websites and mobile applications accessible for people with disabilities. The agency is adopting the technical standards of [Web Content Accessibility Guidelines \(WCAG\) 2.1 Level AA](#), which requires 50 success criteria to make websites accessible. This includes converting pictures and documents so they can be read with assistive technology for individuals with vision loss and providing captions for live and prerecorded videos for individuals with hearing loss. In their fact sheet, DOJ has also listed [exceptions to this rule](#), including archived content that is not currently used, pre-existing conventional electronic documents, content posted by third parties under certain circumstances, individualized documents that are password-protected; and pre-existing social media posts.

The Regulatory Flexibility Act covers small governmental jurisdictions with a population fewer than 50,000. This includes cities, counties, towns, school districts and special districts. On October 17, 2023, Advocacy submitted a comment letter to DOJ and commented that the agency underestimated the compliance costs and burden hours of this rule for small government jurisdictions. Small governments seek to provide accessibility for their constituents but have limited revenues and a lack of internal technical staff to meet this high technical standard. Advocacy recommended that DOJ adopt regulatory alternatives to develop final regulations that offer flexibility to small governments while improving website accessibility to the public.

- [Read DOJ's Final Rule.](#)
- [Read DOJ's fact sheet](#) and [press release.](#)
- [Read DOJ's final regulatory flexibility analysis.](#)
- [Read Advocacy's comment letter on the proposed rule.](#)

For more information, contact Janis Reyes at Janis.Reyes@sba.gov.

[LEARN MORE!](#)

Telecommunications Poles and Conduits Public Hearing (RSA 72:8-c; Rev 612.01)

Written and oral testimony shall be accepted concerning how the Replacement Cost New (RCN) of telecommunications poles and conduits shall be established, including but not limited to:

- (1) The industry resources that should be considered prior to establishing the RCN of telecommunications poles and conduits;
- (2) The proper method for calculating the RCN of telecommunications poles and conduits; and
- (3) Any other information relevant to the establishment of RCN of telecommunications poles and conduits pursuant to RSA 72:8-c, II.

If you would like to submit written testimony you may e-mail to utility@dra.nh.gov or mail to NH Department of Revenue Administration Attn: Public Utility Appraiser PO Box 487 Concord NH 03302-0487. For inquiries, e-mail Penny Touchette, Public Utility Appraiser, at utility@dra.nh.gov

City, Town Clerks Honored for Work Ethic and Service

New Hampshire city and town clerks were recently honored for their service and work ethic in the Manchester Union Leader. Read more in the excerpts below.

"Municipal Clerks Week is May 5-11 and in a proclamation, Gov. Chris Sununu stated the office of a municipal clerk provides the professional link between the citizens, local governing bodies and agencies of government at other levels. "It is appropriate that we recognize the accomplishments of the office of the municipal clerk and thank them for the vital services they perform, as well as their exemplary dedication to the communities they represent," Sununu stated in the proclamation."

[Read more here.](#)

Fraud Alert for Vacant Land - Attention Tax Collectors and Tax Assessors

The conveyancing industry has seen several attempts (some successful) to fraudulently sell vacant land. Essentially, a fraudster presents themselves as the owner with forged identification, lists the property for sale with a realtor, and hopes they aren't caught prior to the closing where they abscond with the buyers money. A protocol has been adopted by conveyancing attorneys and title companies to mail a letter to the property owner at the address listed in the town taxing records alerting them to the pending transaction and requesting they contact them if the property is not actually for sale. This simple method has thwarted several attempted fraudulent transactions.

As more fraud attempts are caught, the fraudsters may turn their attention to your town records and request mailing addresses changed so the actual property owner won't be alerted. The conveyancing industry is asking you to be vigilant and review any request to change addresses for vacant land or unoccupied housing as attempted fraud, especially requests to change to a PO Box. A protocol could be enacted to mail a letter to the original address to confirm the actual property owner requested the address change. These simple letters have proven to be the best defense against the fraudsters.

Katie Button. V.P. and New Hampshire State Counsel, 2 Bedford Farms Drive, Bedford, NH 03110; Direct (603) 641-5898; katie.button@fnf.com

EECBG Deadline Extension to October 31!

The U.S. Department of Energy (DOE) has extended its deadline for cities and counties to access the [Energy Efficiency and Conservation Block Grant Formula Funds](#). The original deadline was April 30 – **it is now Oct. 31**

Spring Edition of National Civic Review Now Available!

Read about transformative proposals for improving community governance, public health outcomes, local elections, city management, and local decision-making in the Spring 2024 National Civic Review. Also, the importance of hope in efforts to bring about positive community change.

The *Review's* online edition is now open access. You can read it [here](#).

NH Department of Environmental Services has DERA Funding Available NOW!

NHDES has been awarded new Diesel Emissions Reduction Act (DERA) funding from the U.S. Environmental Protection Agency for our NH Clean Diesel Grant Program. A competitive Request for Proposals (RFP) was released April 12, 2024!

Please review [the current RFP](#) for program details before submitting your proposal. **The proposal deadline is May 24, 2024 at 4 PM ET.**

Projects eligible for funding include diesel vehicle and equipment replacement, diesel engine replacement, etc. Common projects include plow truck, drayage truck, fire truck, wheeled loader, and school bus replacements. Existing units must be diesels, engine model year 2009 or older (unless replacing with electric) and must be scrapped. The replacement unit can be diesel, propane, natural gas, or electric and must be the same class and perform the same function as the existing unit. Grant funding reimburses a portion of eligible project costs; the portion depends on the project type. This is a competitive selection, based on specified Scoring Criteria and it is a reimbursement program.

Please visit the [NH Clean Diesel website](#) for more information or [email us](#)!

Check Out NHDOE's Municipal Solar Grant Program

NHDOE's application for EECBG Program funding remains under review with USDOE.

The following are some program highlights to give municipalities a sense of program expectations:

- Municipalities must wholly own the project buildings & site location.
- Proposed projects must have at least 80% insolation.
- The Municipal Solar Grant Program will not cover costs unrelated to the direct material, equipment, or labor costs related to the design, construction, and installation of the solar system.
- Municipalities seeking to expand existing solar facilities or have projects that are full funded through other means are not eligible.

Visit NHDOE's Municipal Solar Grant Program for more information: <https://www.energy.nh.gov/funding-opportunities/funding-opportunities-cities-towns-counties-and-schools/municipal-solar-grant>

NOW AVAILABLE - [Climate Resilience Funding Database](#) for Maine and New Hampshire Communities

Funding is one of the largest barriers to implementing climate resilience projects. To assist communities with awareness of current funding opportunities, the Climate Ready Coast - Southern Maine project team and NH Coastal Adaptation Workgroup assembled the following database of federal, state, and private grant and funding programs that could be used to support all stages of

coastal resilience projects, including planning, site assessment, engineering and design, implementation, land acquisition, and monitoring. For each funding opportunity, there is information about eligible applicants, goals, eligible uses, funding limits, match requirements, previously funded projects, and links to more information.

[Climate Resilience Funding Database](#)

CISA ADVISORY: #StopRansomware: AKIRA Ransomware

This [joint Cybersecurity Advisory](#) (CSA) is part of an ongoing #StopRansomware effort to publish advisories for network defenders that detail various ransomware variants and ransomware threat actors. These #StopRansomware advisories include recently and historically observed tactics, techniques, and procedures (TTPs) and indicators of compromise (IOCs) to help organizations protect against ransomware. Visit www.stopransomware.gov to see all #StopRansomware advisories and to learn more about other ransomware threats and no-cost resources.

SAVE THE DATE! [2024 NH/VT CYBERSECURITY SUMMIT](#) - Thursday, November 7, Woodstock Inn & Resort, Woodstock, VT

HEALTHY LIVING TIPS FROM HEALTHTRUST: Find Joy in Movement!

The best part about joyful movement is that you get to define what is pleasurable for you. Some people love playing a sport while others may enjoy hiking. Find what movements make your body feel good and incorporate them into your routine to help you move more throughout the day and bring more joy into your life! *Source: [Colorado State](#)*

[COURT UPDATES](#)

[There is No Blanket Exemption Contained in Right-to-Know Law for Records That May or May Not be Subject to Discovery Motion in Pending Litigation, *Kenneth T. Michaud v. Town of Campton Police Department*, New Hampshire Supreme Court Case Nos. 2022-0328, 04/18/2024](#)

[Impact Fees Shall Have an Essential Nexus to Legitimate Government Interests and Must Have a Rough Proportionality to a Development's Impact on Such Land Use Interests, *Sheetz v. County of El Dorado*, United States Supreme Court Case No. 2022-1074, 04/12/2024](#)

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Thank you to these business and organizations who support New Hampshire's municipal governments. Browse our online [Municipal Marketplace](#) to products and services for cities and towns.



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NEW HAMPSHIRE TRIVIA

May 15, 2024 Trivia Question:

How many unincorporated places does New Hampshire have?

Please send your response to newslink@nhmunicipal.org. A winner will be recognized in the next *NewsLink* issue and be eligible for a grand prize of no particular value whatsoever at the end of the year.

May 1, 2024 Trivia Question & Answer:

The following place is not a municipality. Rather, it is a village, neighborhood, or other area that lies within an incorporated municipality. Name the municipality in which Intervale is located.

Correct Response: Glen is part of Bartlett.

May 1st Winner: Liz Tentarelli, Newbury resident and president of League of Women Voters NH

