

Affiliate *Link*



AN INFORMATIONAL NEWSLETTER FOR AFFILIATE GROUPS OF THE NEW HAMPSHIRE LOCAL GOVERNMENT CENTER

Coverage for Affiliate Groups and Their Officers

By Phil Stewart

Does your group have adequate coverage for its activities? Have you considered the various exposures that may exist? If your group has not discussed the need for coverage, there is no better time than the present. While status as an Affiliate Group of the New Hampshire Local Government Center (LGC) offers access to a variety of services, LGC does not provide liability coverage or a bond for affiliate organization work and funds management. It is important to understand where the need for coverage exists and assess any gaps in order to protect your officers and your organizational assets.

Where do LGC Affiliate Groups and their officers find coverage? Will the coverage of the officer's employer extend to cover an officer's role on the board of directors of an association?

As elected or appointed local officials, you are active with peace-of-mind knowing that certain coverage is more than likely available for your related professional exposure. This article is intended as general guidance on coverage and is neither legal nor expert coverage consulting advice. It is a resource for officials that participate in organizations such as the NH Tax Collectors' Association, NH Library Association, NH Public Works Association, etc. Typically, associations such as these do *not* qualify to become a member of a pooled risk management program such as LGC Property-Liability Trust, LLC (PLT). They tend not to be instrumentalities of New Hampshire local government, given their financial and administrative autonomy with assets that generally would not revert back to local municipal and school entities if the association disbanded.

In New Hampshire, most municipal and school entities participate in self-insurance pooled risk management programs, such as PLT. The opinions expressed in this article are premised on the protection available through the PLT Member Agreement, Educators' Member Agreement ("Agreements"), and PLT issued Public Officials Schedule Bonds.

Generally speaking, if the primary employer is a member of PLT when its employees or officials are authorized by the covered employer to participate in a related professional association, the liability coverage that serves to provide indemnification and a defense for third-party claims follows the individual official in that role.

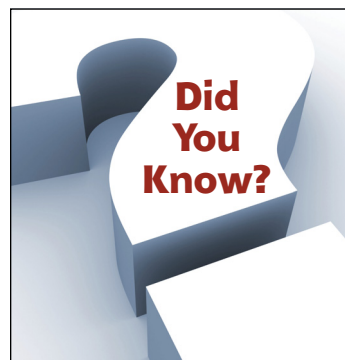
Crime and faithful performance coverage afforded by the PLT Agreements and Public Officials Schedule Bonds does *not*, however, as that coverage is intended to cover loss *sustained by the*

PLT member entity as opposed to a non-member association. Associations, as separate legal entities, must purchase coverage to protect the association for liability, property, crime and other exposures. Again, protection for exposure to third-party claims against employees or officials authorized by their employer to participate on an association board will follow the individual official in that capacity as if they were acting on behalf of their primary employer, but protection for the association as an entity must be purchased separately by the association. Such a policy will likely *also* provide protection to association officers when acting in their official capacity on behalf of the named insured association.

Associations interested in purchasing professional coverage should contact a local insurance agent to learn the various options available to best suit your group's needs. Should you have any questions about the coverage afforded by PLT, or when such coverage follows a PLT member employee or official acting on an association, please do not hesitate to contact LGC.

Phil Stewart is LGC's Director of Claims and Coverage. He can be reached at 800.852.3358, ext. 308.

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You can find lists of registered insurance coverage brokers and agents at the State of New Hampshire website at www.nh.gov/insurance/. Select "company lists" under Quick Links or call 603.271.2261 for more information.

Spotlight on New Hampshire Municipal Management Association's Local Government Management Fellowship Program

The “graying of government” has been identified by researchers as an issue of primary concern to all levels of government. As the keepers of institutional knowledge prepare to retire, there is increasing pressure to find replacements to fill their shoes.

Recognizing the importance of attracting new, young talent to the field, in 2008 the New Hampshire Municipal Management Association (NHMMA) launched the Local Government Management Fellowship Program in an effort to groom future leaders. The program is a partnership among the NHMMA, the University of New Hampshire (UNH) and the New Hampshire Local Government Center (LGC). The fellowship endeavors to create a mutually beneficial relationship between “graduate-level students pursuing a career in local government administration and the New Hampshire towns/cities that can benefit from their services.” Through the fellowship program, each student has the opportunity to experience and participate in a broad range of municipal operations under the supervision of the town/city manager or administrator.

Municipalities applying for this program are required to adhere to rigorous guidelines. Fellowship applications must clearly detail the resources that will be available to the student, the supervision the student will receive, the projects the student will work on (specifically outlining one major project and several minor projects to provide a broad experience) and the mentoring the student will receive.

“The beauty of the program is that it’s very easy for the student to really learn about local government,” says Carlos Baía, fellowship

program coordinator. “We’re helping a new generation of leaders to have an awareness of this profession and this career.”

Now in its second year, the 2009 program attracted seven municipal applications and three were selected: Merrimack, Bedford and Dover. Each fellowship cost of \$5,500 is split into thirds by NHMMA, LGC and the municipality, with LGC serving as the fiscal agent.

Students applying to the program are tasked with an equally rigorous application process. Each student submitted a detailed outline of career goals, addressing how their participation in the program will advance those goals. Students accepted into the program were provided an opportunity to review the three municipal applications as part of the matching process. Baía was pleasantly surprised to find that the students were excited by the detailed program outlines and when asked which they most preferred, each student answered: “All of them.” This speaks to the quality of the applications received as well as the quality of mentorship opportunities that await the students.

“We are looking for potential leaders who have a passion for this profession,” notes Baía. “This passion is the key to making the program a win-win for the student and for the municipality.”

To learn more about the NHMMA fellowship program, contact Carlos Baía at 603.225.8595 or cbaia@onconcord.com.



LGC's 68th Annual Conference

Mark your calendar for LGC's 68th Annual Conference, November 18 – 20, 2009, at the Radisson Hotel Manchester. Don't miss this valuable opportunity to learn how other local governments are rising to their present challenges—and planning for the future. Visit the Annual Conference section of the LGC website at www.nhlgc.org for more details.

Affiliate Group News

NH Planners Association Announces Annual Awards

The New Hampshire Planners Association's (NHPA) executive committee solicited applications this spring for its annual awards—Professional and Citizen Planners, Plan, and Project of the Year. This year, a record number of nominations were received, a true testament to the quality of planning work across New Hampshire. The following winners were honored at the NHPA Annual Conference's Awards Luncheon on June 4, 2009.

Citizen Planner of the Year

R. Mark Adams, Chair
Lempster Planning Board

R. Mark Adams has served for 31 years on the Lempster Planning Board and the most recent ten years of his tenure he has served as the Board's chair. Mark led the community's efforts to develop a Capital Improvement Plan and Subdivision Regulations. Among his achievements, his dedication to public participation led to an 85 percent response rate on the community Master Plan survey.

Professional Planner of the Year

Michael Behrendt, Chief Planner
City of Rochester, NH

Michael Behrendt has had the fortitude and courage to consistently promulgate the "truths" of Planning and has been a fervent advocate of "New Urbanism" and to "Traditional Neighborhood Development." He has been able to effectively engage the development community and achieve positive results on the City's behalf.

Project of the Year

10% Challenge
City of Keene, NH

The City of Keene's 10% Challenge project, part of the City's Master Plan and Climate Change Adaptation Plan, encourages local small businesses to reduce their energy use and greenhouse gas emissions by 10 percent. Businesses register on the community volunteer-created website, which features a carbon calculator and links to information on energy efficiency and other programs of interest.

Plan of the Year

Moving Forward Together: Keene Community Vision 2008
City of Keene, NH

The Keene City Council and Planning Board began its comprehensive Master Plan update through a community-wide visioning process devised by the people that know Keene best—its citizens. The result was a community-owned, city-supported initiative, with extensive community participation—engaging more than 1,200 members of the greater Keene community (about 5 percent of the population). The development of the comprehensive Master Plan is currently underway.

For more information about the NHPA, contact Jennifer Czysz at 603.271.8009 or jennifer.czysz@nh.gov, or visit www.nhplanners.org.

Working Dog Foundation Presents LGC with Chairman's Award

The Working Dog Foundation (WDF) has given its prestigious *Chairman's Award* to New Hampshire Local Government Center. The award was presented as part of the WDF's 7th Annual K-9 Handlers Appreciation Dinner held at Portsmouth's Jarvis Center on April 27. It is periodically presented to a business leader or company whose work helps sustain the WDF's mission to support and enhance New Hampshire Police K-9 Teams. The WDF receives support through LGC's Affiliate Group Services Program. Visit the WDF online at www.workingdog.org.



BARKING UP THE RIGHT TREE—Staff members of New Hampshire Local Government Center (LGC) Communications and Finance departments are all smiles upon learning that LGC has received the *Chairman's Award* (held by Judy Glendinning) from the Working Dog Foundation (WDF). The award honors LGC's support of the WDF's work with Police K-9 Teams in New Hampshire. Joining Judy are (from left, first row) Audrey Bentley, Christian Pearsall, (from left, second row), Stacy Koscielniak, Laurie Tumas, Scott Gagne, Jeni Eldridge and Joanne Brunk. Missing from photo, Regina Mitchell.

New Hampshire Local Government Center Affiliate Groups

Association of New Hampshire Public Employer
Human Resource Administrators

Fire Instructors and Officers Association of NH

Granite State Rural Water Association

Municipal and Governmental Law Section of the
NH Bar Association

NH Association of Assessing Officials

NH Association of Conservation Commissions

NH Association of Emergency Medical Technicians

NH Association of Fire Chiefs

NH Association of Housing Authorities

NH Association of Regional Planning Commissions

NH Association of School Business Officials

NH Building Officials Association

NH Cemetery Association

NH City and Town Clerks' Association

NH Coalition for Community Media

NH Economic Development Association

NH Excellence in Education

NH Fire Prevention Society

NH Government Finance Officers Association

NH Health Officers Association

NH Library Association

NH Library Trustees Association

NH Local Government Information Network

NH Local Welfare Administrators Association

NH Municipal Management Association

NH Planners Association

NH Public Works Association

NH Public Works Mutual Aid Program

NH Public Works Standards and Training Council

NH Recreation and Park Association

NH Road Agents Association

NH State Firemen's Association

NH Tax Collectors' Association

NH Water Pollution Control Association

Northeast Resource Recovery Association

Tri-State Association of School Business Officials

Working Dog Foundation

*Organizations listed in red indicate participation in the
Affiliate Group Services Program.*

Annual Service Agreement Renewal Process Underway

Each June, we ask your group's chair or president to complete the Services Selection Agreement indicating which Affiliate Group Services Program options will be utilized during the coming year. This process is currently underway. Please contact Communications Manager Jeni Eldridge or Program Administrator Christian Pearsall with any questions about the renewal process. We look forward to working with you again this year!

Share your group's
news with *Affiliate Link*.
E-mail news to
afrench@nhlgc.org.

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Our Mission: To provide programs and services that strengthen the quality of member governments and the ability of their officials and employees to serve the public by being a catalyst for dialogue and action, an advisor on problems, a provider of benefits and risk-management services, an educator/trainer in skills and a resource for information.

Affiliate Link is a quarterly publication of the New Hampshire Local Government Center (LGC) for board members participating in the Affiliate Group Services Program (AGSP). For more information about AGSP, contact either Director of Communications Eleanor Baron by phone at 800.852.3358, ext. 137 (e-mail at ebaron@nhlgc.org) or Communications Manager Jeni Eldridge at ext. 118 (e-mail at jeldridge@nhlgc.org). For more information about LGC, visit us online at www.nhlgc.org.