

IIMC Region 1 Newsletter

Winter 2025



Serving the states of Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island and Vermont

2025 IIMC Region 1 Annual Meeting & Training Conference

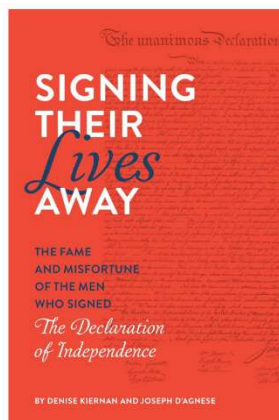
March 23 – 25, 2025

DoubleTree by Hilton Nashua Nashua, New Hampshire

Please join us for this traditional gathering of members from our seven states around Region 1. Our event theme is “*Are You Prepared?*” As in, as a municipal clerk, are you prepared for: working with the media, communicating during a crisis, and dealing with legal situations that may arise? We feel this topic is so well suited for today’s government environment.

We are looking forward to learning from our main presenter, New England Municipal Clerks Institute & Academy (NEMCI&A) faculty member Phil Warren, who is the City Manager for Berlin, NH. Phil will be presenting workshops on Municipal Law, Crisis Communication and Media Relations. Join us for an interactive evening session called Municipal Clerks Connection where members can engage with each other and

exchange practical strategies and brainstorm solutions to challenges we all address in our office and community.



Highlights of our event feature an Athenian Dialogue on America’s Founding Fathers (fans of *Hamilton The Musical* should really enjoy this book) facilitated by Sue Haag, Town Clerk of Austerlitz, NY. We will also have our annual Tea Cup Raffle fundraiser, an early morning fundraiser walk around the hotel grounds, vendors who generously support us, and more.

Area amenities include the Gate City Casino, Pheasant Lane Mall, an indoor skydiving experience, an Anheuser-Busch brewery experience tour, and more. Come early and stay late to enjoy all that southern New Hampshire has to offer.

Full event registration packet: <https://www.iimc.com/94/Region-I>

WELCOME TO OUR INCOMING IIMC

REGION 1 DIRECTOR CLAUDIA WEBER



Claudia Weber, CMC
Town Clerk & Registrar of Vital
Statistics
Town of New Canaan, CT

203-594-3067
claudia.weber@newcanaanct.gov

Meet Claudia Weber, CMC, Town Clerk of New Canaan, CT and incoming Region 1 Director. Claudia will take office at the IIMC Annual Meeting in St. Louis, MO on May 21. Claudia is a lifelong New Canaan resident and has been their Town Clerk since 1998.

Her family was very active in politics and public office. Claudia's resume details a lifetime of public and government service from Washington, DC to New Canaan. She has a Bachelor's of Arts degree in Political Science from George Washington University.

In addition to serving Town Clerk, she was the Assistant Clerk of the Probate Court, District of New Canaan, CT. She serves as a Justice of the Peace and a Notary Public.

She was a staff member to US Senator Paula Hawkins (FL) and staff to US Congressman Stewart McKinney's (CT) re-election campaign.

Claudia's true passion is animal rescue. She is the founder of New Canaan's first, and one of Fairfield County's oldest, animal rescue and welfare organizations, Strays & Others, Inc – operating for 35 years.

Interested in serving as an IIMC Region Director in the future? An eligibility requirement is to have attended at least one IIMC conference (not Region 1 Annual Meeting) prior to serving. 2026 – Reno, NV 2027- Fort Worth, TX 2028 – Bellevue, WA

ARE YOU MEETING US IN ST. LOUIS?



The 79th IIMC annual conference will be held May 18-21, 2025 in St. Louis, MO. Currently there are over 25 members from all 7 states in Region 1 who are registered to attend the conference.

Hotels – approximately \$165/night

Conference registration fee - \$700 early bird rate through March 14, 2025;
after this date, cost is \$750

Delegates can earn up to 12 CMC/MMC points with completed assessments.

Pre-Conference Education Programs – 8 Advanced Academy sessions and 4 Athenian Dialogues will be offered on Saturday and Sunday.

Sunday night and Monday night – The Host Committee is offering free shuttle buses to explore the city. There is a Cardinals baseball game on Monday night and we are arranging group tickets for our members, reach out ASAP if interested.

Union Station St. Louis and Ballpark Village St. Louis are fun places to check out.

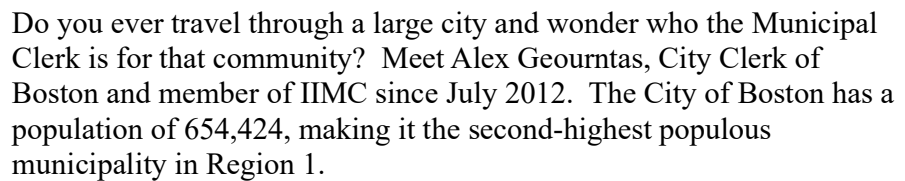
Tuesday night – All Conference Event will be held at The Arch, a short walk from the hotel. The Arch is a national park, everyone will have to go through security similar to an airport. Event features free tram rides to the top of The Arch for amazing views. www.gatewayarch.com

Full list of conference educational sessions and presenters:

www.iimc.com/35/conference

Join the conference facebook groups to stay up to date on announcements: “IIMC Region One – St. Louis 2025 Conference” and “2025 IIMC Annual Conference – St. Louis, Missouri”

*Meet Region 1 member Alex Geourntas, CMC, Boston City Clerk
Member of IIMC since 2012*



The department also oversees the City Archives which is responsible for preserving and showcasing the rich history and heritage of the city.

Alex attained his CMC from IIMC in July 2014 and is very active in civic organizations within the community. He graduated from Boston English High School and earned his Bachelor of Arts degree in Political Science from the University of Massachusetts/Boston and a Master's degree in Public Administration from Suffolk University.



IIMC News – Futures Committee and IDEAL Committee

Under the leadership of President Lisa Garcia, the IIMC Board of Directors recently created two new committees – the Futures Committee and the IDEAL Committee.

Watch the IIMC Monthly News Digest magazine for future updates.

IIMC Futures Committee

The Futures Committee is a dynamic initiative aimed at exploring emerging trends, envisioning the future of our profession, and charting a course for excellence in all things IIMC.

President Garcia was noticing a nationwide trend that many people are not entering municipal government as a career choice. She asked the Board to establish the Futures Committee to look to the next 5-10-15-20 years for both the profession of municipal clerk as well as IIMC as an organization. What is changing, what is on the horizon, how will technology advances impact our profession.

The Futures Committee met in Ontario, CA on February 21-22 for their first meeting to set forth their work plan.

Region 1 is pleased to have a member on this committee: Karen Mowad, Town Clerk of Wolcott, CT.

Karen has been a town clerk since 2017 and has worked for Wolcott since 2006 previously serving as Assistant Registrar of Vital Statistics and Assistant Town Clerk. She earned her CMC and MMC during COVID. Karen is also a Paul Craig Athenian Society Leadership Fellow through IIMC. She is a Justice of the Peace and Notary Public in CT.

Thank you for serving Karen and representing us so well!

IIMC IDEAL Committee

The IDEAL Committee, standing for “Inclusion, Diversity, Equity, Accessibility and Learning” embodies our commitment to creating a culture that celebrates and respects the unique identities, backgrounds, and perspectives of all members of the IIMC community, an international organization.

The primary objectives of the IDEAL Committee include:

- Promoting Inclusion: implementing initiatives and policies that ensure every individual feels valued, respected, and included
- Celebrating Diversity: Celebrate the rich diverse cultures, beliefs, and experiences within our community
- Advancing Equity: Identifying and addressing barriers to equity to ensure fair treatment and opportunities for all members
- Enhancing Accessibility: Working towards making our conferences, programs and services accessible to all individuals
- Fostering Continuous Learning: Providing resources, training, and educational opportunities to promote understanding, empathy and growth in matters of inclusion, diversity, equity, and accessibility.

New England Municipal Clerks Institute & Academy
50th Anniversary Celebration
July 2024

Congratulations to NEMCI&A on celebrating 50 years as an organization which provides professional development training to municipal clerks around New England. NEMCI&A is the only IIMC Institute that is run by a board of directors of municipal clerks.



NEMCI&A Board of Directors Chairperson John Myers, MMC, Town Clerk, Buxton, ME served as the Master of Ceremonies for the anniversary banquet

IIMC President Lisa Garcia was able to join the banquet to offer congratulations



Below photo – NEMCI&A Board of Directors



Over 150 alumni attended the banquet at Plymouth State University, NH





Region 1 Directors past and present at the NEMCI&A 50th Anniversary Banquet July 2024:

L to R: Sandy Pinsonault, VT (2018-2021); Ann Quirk, MA (2019-2022); Kerri Parker, NH (2024-2027); Kathy Montejo, ME (2022-2025); Tina Ward Shurat, NY (2004-2007); Carol Anderson, CT (2015-2018); Patty McCoy, VT (2003-2006)
Former Region 1 Director Joe Powers, MA (2017-2019) was unable to attend the banquet but served as a faculty member at the 2025 NEMCI&A presenting an Academy class on parliamentary procedure.



Former Region 1 Director James Mullins, Retired Town Clerk of Milton, MA (2009-2012), attended the New England City & Town Clerks Association conference banquet in Newport, RI in November 2024. Left: Bangor, ME City Clerk Lisa Goodwin, NEACTC president was sworn in at the banquet. Right: Deb Kaye, Town Clerk of Mashpee, MA and former NEMCI&A chairperson

Lookin' good, New York!

The New York State Town Clerks Association ran an informational booth at the Association of Towns of the State of New York conference in February. Great opportunity to outreach, showcase and promote the municipal clerk profession to municipal leaders around the state.



Tammy Vezzose, NYSTCA 1st VP, Chris Koetzle, AOT Exec Director and Heidi Smith, NYSTCA District Director



Marie Little, NYSTCA president, Bambi Avery, NYSTCA Ex-Officio, Sue Haag, NYSTCA past president, Tammy Vezzose, NYSTCA 1st VP



NYSTCA board members and district directors



NYSTCA board members and district directors

Upcoming Professional Development opportunities.....



New York – The Certified Municipal Clerks (CMC) and the Master Municipal Clerks (MMC) training programs are coming to New York this summer! In affiliation with Central Connecticut State University Office of Professional Education, the NY State Town



Clerks Assoc and the NY State Assoc of City & Village Clerks are partnering together to host this training. Mark your calendars for July 13-17, Holiday Inn, Latham, NY. Registration info and full program details forthcoming. FMI: Carol Chase at summerhilltown@gmail.com



New England – The New England Municipal Clerks Institute & Academy will be held July 12-18 at Plymouth State University in New Hampshire. FMI:

[www.newenglandcleks.org/NEMCI and Academy](http://www.newenglandcleks.org/NEMCI_and_Academy)

Region 1 was delighted to host and welcome IIMC President Lisa Garcia, Deputy Town Manager/Town Clerk of Florence, AZ, and IIMC Director of Professional Development Dr. Beatrice "Bea" Nevarez Rodriguez to the New England Municipal Clerks Institute & Academy in July 2024. They fully immersed themselves in the program by attending classes, staying in the dorms, and eating in the university cafeteria. Here they are during a class presented on Sunday evening at 8pm. It was an honor to have them participate in the program.



Region 1 By the numbers.....

State	Members	CMCs	MMCs
Connecticut	91	31	16
Maine	34	13	11
Massachusetts	214	88	28
New Hampshire	39	14	7
New York	206	38	24
Rhode Island	63	26	7
Vermont	33	11	10
Totals	680	221	103

Total number of IIMC members worldwide: 15,054 3,166 CMCs 1,499 MMCs

As of February 28, 2025

Congratulations to the Region 1 members who received their CMC, MMC and Athenian Fellowships in 2024

Certified Municipal Clerks - CMC

Mark Bernacki, New Britain, CT
 Joanna Bilotta, Fitchburg, MA
 James Blatchford, West Newbury, MA
 Joan Chabot, Tiverton, RI
 Heather Cook, Little Compton, RI
 Susan Cote, Sanford, ME
 Christine Cozine, The Branch, NY
 Karen Daigle, Vernon, CT
 Kimberly DeGrazia, Lakeville, MA
 Roberta Fagan, Jamestown, RI
 Ann Fisk, Wrentham, MA
 Diane Foster, Ontario County, NY
 Amanda Haggstrom, Lynnfield, MA
 Sally Kellar, Bedford, NH
 Kathleen Kelly, Rockingham, VT
 Patricia King, Cheshire, CT
 Elizabeth Magauran, Marion, MA
 David Marti, Somers, CT
 Amber Martin, Amherst, MA
 Allison May, Mamaroneck, NY
 Susan McNamara-Hill, Essex Junction, VT
 Ashley Melnik, Revere, MA
 Margaret "Peggy" Neisner, Killington, VT
 Shawn Selleck, Providence, RI
 Elise Smith, Gilmanton, NH
 Gloria Taylor, Scituate, RI
 Valerie Ward, Wakefield, NH

Master Municipal Clerks - MMC

Amy Bellardo, Ellicott, NY
 Sara Haskins, Morristown, VT
 Daniel Healey, Nashua, NH
 Wendy Marshall, Middletown, RI
 Tracey O'Roak, Kennebunkport, ME
 Kerri Parker, Meredith, NH
 Sarah Rapose, West Warwick, RI
 Anita Sheldon, Manchester, VT
 Karen Sweeting, Sweden, NY
 Darci Wheeler, Bath, ME



Paul Craig Athenian Fellows of the IIMC Leadership Society –

Mary Farmer, City Clerk, Corning, NY	Michele Grande, Town Clerk, Redding, CT
Sarah Rapose, Town Clerk West Warwick, RI	Diana Vachon, Town Clerk, Sheldon, VT
Darci Wheeler, City Clerk, Bath, ME	

*Interested in earning your CMC or MMC?
 Check the Step by Step Guides on the next few pages.*

CERTIFIED MUNICIPAL CLERK (CMC) STEP-BY-STEP APPLICATION PROCESS

IIMC EDUCATION DEPARTMENT

Applying for the Certified Municipal Clerk (CMC) designation, and don't know how to go about it? We're here to help!

Step #1: You must be an IIMC member for two years. The two-year IIMC membership confirms the commitment of the clerk to IIMC and its mission, as well as the profession at large. The candidate may take courses during the two-year IIMC membership period and even apply for the CMC Designation; however, the CMC Designation will only be granted after the two-year IIMC membership period and the CMC designation requirements have been met. To become a member of IIMC, please get in touch with Tammy Storrie (tammys@iimc.com), Member Services Representatives, or visit IIMC's Membership page.

Step #2: If you are a member in good standing, your next step is to fill out the [Enrollment Form](#) (this is your enrollment form in the CMC program; This is **NOT** the same as the Application for Designation). Be sure to mark the CMC box and include at least the USD 50 Admission fees (discussed below). The Application for Admission lets IIMC know you are enrolling in the CMC program and gets you placed in our system as a CMC candidate. This will also assist the Education Department in keeping you informed of any educational opportunities that may be coming up. To obtain the CMC designation, you will require 60 points of Education and 50 points of Experience for **110** total points. For more information, please review the current [Education Guidelines](#).

Step #3: Once you have met all the point requirements, submit the [Application for CMC Designation](#) along with supporting documentation for each item you list on the application using the <https://bit.ly/CMCDesApp> link. IIMC can only review materials submitted via this portal and will only review complete applications. Once received, the Education Department will place your submittal into the queue for review. The current review time is 5 – 6 weeks. We are happy to discuss your application if you believe you have met or exceeded all the requirements to give you a firm assessment and accept supplemental documents.

Step #4: Once you have completed the point requirements for your CMC Designation and paid the fees, IIMC will notify you of your accomplishments via email along with a digital certificate to celebrate your accomplishment. A physical certificate and pin will also be mailed to you.

Fees: The cost of the CMC certification is \$125.00. You have the option of paying this fee in full, upfront, or breaking it up into the following installments:

- Application for Admission Fee \$50 (non-refundable)
- Application for CMC Designation Fee \$75 (non-refundable)

Please get in touch with the Education Certification Department with any questions.

MASTER MUNICIPAL CLERK (MMC) STEP-BY-STEP APPLICATION PROCESS

IIMC EDUCATION DEPARTMENT

Applying for the Master Municipal Clerk (MMC) designation, and don't know how to go about it? We're here to help!

Step #1: If you have your Certified Municipal Clerk (CMC) designation and are a member in good standing, fill out the [Enrollment Form](#) (this is your enrollment form into the MMC program), make be sure to mark the MMC box and include your fees (discussed below). The Application for Admission lets IIMC know you are enrolling in the MMC program and gets you placed in our system as an MMC candidate.

If you do not have your CMC, please visit our [CMC Program](#) page for information regarding the CMC Designation.

Step #2: To obtain the MMC will require 60 points of Advanced Education and 40 points of Professional points for **100** points total. ****Please note that all materials to be reviewed for MMC credit must be completed *after* achieving your CMC. Review the MMC section of the [Education Guidelines](#) for more information.**

Step #3: Once you have met all the point requirements, submit the [Application for MMC Designation](#) along with supporting documentation for each item you list on the application using the <https://bit.ly/MMCDesApp> link to the IIMC Education Certification Portal. IIMC can only review materials submitted via this portal and will only review complete applications. Once received, the Education Department will place your submittal into the queue for review. The current review time is 5 – 6 weeks.

We are happy to discuss your application if you believe you have met or exceeded all the requirements to give you a firm assessment and accept supplemental documents.

Step #4: Once you have completed the point requirements for your MMC Designation and paid the fees, IIMC will send you a notification of your accomplishments via email with a digital certificate. A physical certificate and pin will also be mailed to you.

Fees: The cost of the MMC certification is \$400.00. You have the option of paying this fee in full, upfront, or breaking it up into the following installments:

- Application for Admission Fee \$50 (non-refundable)
- Application for MMC Designation Fee \$350 (non-refundable)

Please get in touch with the Education Certification Department with any questions.

For more information on obtaining your CMC or MMC, visit the IIMC website:

www.iimc.com/121/certification

Videos on the CMC and MMC process made for Region 1 by the IIMC Educ Dept:

www.iimc.com/94/Region-1

REGION 1 VENDORS

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phillip@plwmuni.com
207 619 3894

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Online classes for MS Word, MS Excel, MS Outlook, MS Powerpoint. Each class is one hour, \$25 and recording of class available for 7 days after. Class times are 9:30am – 10:30am. Classes offered seasonally.

Register for classes – lldatadesigns@gmail.com 401-258-0493 www.lldatadesigns.com

YOUR REGION I DIRECTORS



Kathy Montejo, MMC
kmontejo@lewistonmaine.gov
(207) 513-3021
Term expires May 2025

Join us on Facebook: “IIMC Region 1” and “IIMC Region One”

Region Directors in Region 1 are determined on a state rotation basis as outlined in the Region 1 Bylaws.

The state order is: *New York, Maine, New Hampshire, Connecticut, Rhode Island, Massachusetts, Vermont.*



Kerri Parker, MMC
kparker@meredithnh.gov
(603) 677-4203
Term expires May 2027

The Region 1 bylaws were adopted at the Annual Meeting on 3-7-22.

SERVING THE GREAT STATES OF:

CONNECTICUT
MAINE
MASSACHUSETTS
NEW HAMPSHIRE
NEW YORK
RHODE ISLAND
VERMONT