

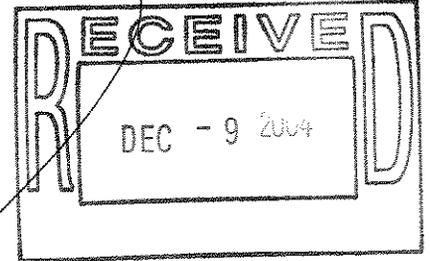


Massachusetts
MIIA
 Interlocal Insurance Association

60 Temple Place, Boston, MA 02111-1383
 (617) 426-7272 or (800) 374-4405
 Facsimile (617) 426-9546

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DORÉ - PLEASE SEE
 THE VOTING DIRECTIONS
 & FORM AT THE LAST
 2 PAGES. DO YOU (OR
 ANY OTHER BOARD MEMBERS)
 PLAN TO ATTEND THE MMA
MEMORANDUM
 THIS YEAR? DO YOU WISH
 TO DESIGNATE ME AS THE
 VOTING DELEGATE?



TO: MIIA Members

FROM: Geoffrey Beckwith, President, MIIA

DATE: December 6, 2004

SUBJECT: Report of the Nominating Committees

It is once again time to select nominees for Directors of the Massachusetts Interlocal Insurance Association, Inc. and the MIIA Property and Casualty Group, Inc. The members for these Boards will be elected at the MIIA Annual Meeting on January 8, 2005.

The Property and Casualty Group, Inc. is the corporation that provides members with insurance coverages. The Massachusetts Interlocal Insurance Association, Inc. is the designated administrator for the organization. Your municipality is a voting member of both corporations.

Enclosed you will find the Nominating Committee Report for each of the above-mentioned organizations, a Nominating Form in case you wish to nominate someone else as a Director of one or more of the organizations, and a form to specify who is your "voting delegate." Please read the enclosed Requirements for Voting prior to completion of the Voting Delegate Form and return that form to us as soon as possible.

We look forward to seeing you at the Annual Meeting.



MEMORANDUM

TO: MIIA Members

FROM: **Massachusetts Interlocal Insurance Association, Inc.**
Nominating Committee: Geoffrey Beckwith, Peter
Hechenbleikner, Charles Lyons, Wayne Marquis, Ira Singer

DATE: December 6, 2004

SUBJECT: Nominating Committee Report

MIIA is again calling on its members to participate in electing officials to serve on the Massachusetts Interlocal Insurance Association, Inc. Board of Directors. The Board is responsible for approving and directing the overall policies of the MIIA programs. This is an important task since MIIA now has a combined membership of more than 300 members for the health, property and liability, and workers' compensation insurance programs.

At the MIIA Annual Meeting to be held on January 8, 2005, members will elect two individuals to fill three-year terms. The Nominating Committee respectfully submits the following candidates for nomination as members of the Board of Directors:

For three year terms:

Reginald Stapczynski, Town Manager, Andover. Mr. Stapczynski was formerly town manager in Wilmington. He is past President of the MMA and has also served as President of the Massachusetts Municipal Managers Association. He is completing a three year term on the MIIA, Inc. Board.

Bernard Lynch, Town Manager, Chelmsford. Mr. Lynch has been Town Manager since 1989 and previously served as the Town's Executive Secretary for three years. He has also held positions in Community Development in both Methuen and Chelmsford. He is also completing a term as a trustee of the MIIA Property & Casualty Group.

Ira Singer, Town Administrator of Middleton and **Peter Hechenbleikner**, Town Manager of Reading each have one year remaining in three year terms. **Charles Lyons**, Arlington Selectman and **Wayne Marquis**, Town Manager of Danvers each have two years remaining in three year terms. In accordance with the by-laws, the seventh member of the Board shall be the President *ex-officio* of MIIA.

Enclosed is a Voting Delegate Form to help us prepare for the voting. MIIA would greatly appreciate your designating the voting delegate for your municipality. Also enclosed is a nominating form, should you wish to nominate another candidate.

Please contact MIIA staff if you have any questions on the election process.



MEMORANDUM

TO: Property and Casualty Group Members

FROM: **MIIA Property and Casualty Group, Inc.**
Nominating Committee: Geoffrey Beckwith, Wayne Marquis,
Reginald Stapczynski

DATE: December 6, 2004

SUBJECT: Nominating Committee Report

Three members of the Board of Directors of the Property and Casualty Group are to be elected this year for two year terms. The Nominating Committee respectfully submits the following candidates for nomination as members of the Board.

For two year terms:

David Kielson, Selectman, Chesterfield is a Certified Public Accountant and is the Town Accountant for four small communities in western Massachusetts. He has also served as President of the Massachusetts Selectmen's Association, as well as on the Massachusetts Municipal Association's Board of Directors and as chair of the MMA's Fiscal Policy Committee. He is a former Finance Committee Chair.

John Tuffy, Selectman, Duxbury is the Business Manager of the Silver Lake Regional School District. He served as a member of the Massachusetts Municipal Association's Board of Directors in 1997 and 1998 and as President of the Association of Town Finance Committees in 1998.

Bernard Lynch, Town Manager, Chelmsford. Mr. Lynch has been Town Manager since 1989 and previously served as the Town's Executive Secretary for three years. He has also held positions in Community Development in both Methuen and Chelmsford.

Wayne Marquis, Danvers Town Manager, **Brian Bullock**, Holden Town Manager, and **Raphaela Rozanski**, Member of Medway Board of Selectmen will continue to serve in terms which expire January, 2006. In accordance with the by-laws, the Executive Director of MMA and the Treasurer of MIIA also serve on the Board, each *ex-officio*.

Enclosed is a Voting Delegate Form to help us prepare for the voting. MIIA would greatly appreciate your designating the voting delegate for your municipality. A nomination form is also enclosed.

Please contact MIIA staff if you have any questions on the election process.

MIIA PROPERTY AND CASUALTY GROUP, INC.

NOMINATING FORM

If you are an eligible voting delegate and wish to nominate someone other than the nominees listed in the committee's report, who is also an eligible voting delegate, please indicate the person's name in the space below. The nomination form must be received by December 27, 2004, twelve (12) days prior to the Annual Meeting.

I WISH TO NOMINATE THE FOLLOWING PERSON TO SERVE AS DIRECTOR OF
MIIA PROPERTY AND CASUALTY GROUP, INC.

Name: _____

Title: _____

City/Town: _____

Biographical Data _____

Name (*please print*) Voting Delegate of _____
(City/Town)

Signature

Please return this form by December 27, 2004 to:

Stanley J. Corcoran
Executive Vice President
Massachusetts Interlocal Insurance Association
60 Temple Place
Boston, MA 02111
FAX: 617-426-9546

REQUIREMENTS FOR VOTING

The requirements for voting are detailed in the by-laws of each organization. In summary:

Each member shall have one vote which may be cast only by its voting delegate. The following individuals are eligible voting delegates.

1. In the case of a city or a town with a city form of government, (a) its chief executive, or (b) a person designated in writing by such chief executive;
2. In the case of all other towns, (a) the Chairman of its Board of Selectmen, (b) another Selectman designated in writing by such Chairman, or (c) the Manager designated in writing by such Chairman.

Voting in person is required for the election of the Board of Directors. All voting will be by a vote of hands, unless a roll call is requested by three or more voting delegates.

The nominees receiving the greatest number of votes shall be deemed elected as directors and shall commence their terms at the conclusion of the meeting.

If you are a voting delegate and wish to nominate another person as a director, such nomination must be received in writing no later than December 27, 2004, twelve days prior to the Annual Meeting. Enclosed is a nomination form for this purpose.

VOTING DELEGATE FORM

The voting delegate for the City/Town of _____

is _____
(Name) (Please Print)

Please return this form by December 27, 2004 to:

Stanley J. Corcoran
Executive Vice President
Massachusetts Interlocal Insurance Association
60 Temple Place
Boston, MA 02111

or FAX to:
(617) 426-9546