



January 14, 2011 – 9:00am – LGC, Concord

PRESENT:

- **Board Members & Officers:**

Kurt Blomquist - President

Jennifer Perry - Vice President

David Lent - Past President

Rob Prud'homme - Consultant Rep.

Kathryn Myers - Education Rep.

Brian Vincent - Contractor Rep.

Carl Quiram - NE APWA Rep.

Bruce Temple – Member-at-Large

Nancy Mayville – NHDOT Rep.

- **Guests:** Roch Larochelle – (Scholarship Committee)

Call to Order

- Meeting called to order at 9:16 AM by President Blomquist.

- **Quorum**

- 9 voting members were present, quorum was established.

- **Secretary Report**

- Perry motioned to accept the December 10, 2010 minutes. Lent seconded. Myers abstained. Majority were in favor (8/9).

- **Membership Report**

- No new members the Board is aware of at this time.

- **Treasurer's Report**

- Blomquist presented the Treasurer's Report in Bolduc's absence. A total of \$9,983.83 is currently in the Association's checking account. Board feels we are in line with our budget and around where we were last year at this time.
- The Winter Meeting registration fees will cover all expenses for that meeting.
- The Board will award a \$1000 scholarship in fall 2011.
- Larochelle will formally request a contribution from the Board for the NHSPE Engineers Week Banquet.

- **Committees**
 - **Communication (Newsletter):**
 - Winter 2010 newsletter is finished and has been distributed on all listservs. Myers to ask Larochelle to distribute the newsletter on the NH & New England Engineering listserv.
 - Next newsletter will go out in first couple weeks of March. Suggested article topics are: NHDOT use of salt brine - Mayville to ask Caleb Dobbins to submit an article; cyber security - Blomquist to submit an article; memorial update – Quiram to submit an article; annual meeting – Myers to submit a snippet for this; survey – Perry to submit a snippet for this. Quiram suggested we add the APWA meetings to the Calendar. Myers to coordinate newsletter.
 - **Communication (Survey):**
 - The survey needs to be finalized for distribution at the Annual Meeting. Questions, such as who should the survey be distributed to (members v. non-members); how should it be distributed (email v. paper copy – a self-addressed & stamped envelope would be needed); and should we do multiple surveys (one on newsletter v. one on training) need to be decided. Myers to look into using Zoomerang as a service to complete survey online for free. Perry to coordinate survey.
 - **Training/Outreach**
 - **Winter Technical Session**
 - Brochure has been emailed/announced and is in process of being mailed out to all contacts (members and non-members). Perry to coordinate food. Myers to coordinate rest of logistics (including correspondence to speakers). A note was made to provide further direction for the Pavement Preservation session (similar to Eric Thibodeau’s presentation at T2 Road Managers meeting). Myers to send “friendly reminders” on listservs each week before the meeting.
 - **Annual Meeting**
 - Date is May 12, 2011 from 9am to 1pm. Perry to coordinate the location with Derryfield Country Club in Manchester. We will need speakers & topics ASAP by March meeting.
 - **NH Snow Plow Rally**
 - Lent motioned to contribute up to \$1500.00 for the Plow Rally. Quiram seconded the motion. All were in favor (9/9). Schoenenberger to follow-up.
 - **Technical Committee:** Mayville, Vincent & Prud’homme volunteered to serve on this committee. Ideas on future technical topics: budgeting – how are municipal departments compensating for reduced budgets, who is using GASB 34 etc.

- **Nominating Committee:** Perry & Blomquist volunteered to serve on this committee. Kinmond was nominated to serve as well. Committee to solicit new members to fill vacant seats in May at the Annual Meeting.
- **By-Law Committee:** Lent, Myers and Prud'homme volunteered to serve on this committee. Board seeks to modify the by-laws in several ways, such as adding ability to vote electronically and modifying board seats term limits.
- **Scholarship:** This committee will be chaired by Laroche. Myers and Vincent volunteered to serve on the committee. Myers to follow-up with setting up a conference call.
- **Legislative Committee:** Blomquist volunteered to be Chair. Blomquist to solicit members to serve from NHPWA membership. Committee will follow legislative actions that are related to public works and engineering. Some organizations to monitor include: LGC updates, water/wastewater groups, etc.
- **APWA Update:** APWA Congress is scheduled for September 18, 2011 in Denver Colorado. Many of the Plow Rally lead coordinators will attend the APWA Conference and will not be available to coordinate the Plow Rally. NHPWA will need to solicit volunteers to help coordinate this. Quiram reports there has been a joint committee formed that includes reps. from APWA, ACEC & ASCE to form an Institute on Sustainable Infrastructure. More info. will be announced on this at a later date.
- **Correspondence:**
 - Quiram alerted the group that there will be a special ceremony to honor Dave Danielson with the *Citizen of the Year Award* at the Bedford Town Library on January 19, 2011 at 7:30pm.
 - Vincent and Prud'homme will be attending another ACEC board meeting on behalf of the NHPWA. Possible collaboration ideas include sharing speakers, newsletter articles, and possibly holding joint annual meetings or training sessions. Prud'homme reported that the ACEC has presented an interest in receiving more professional-type training instead of technical.
 - The NHDOT Technical Conference was discussed and ways it could be modified to attract more municipal workers, such as municipal track with sessions focused on topics related to municipal issues and concerns.
- **Old/New Business:**
 - **The Public Works Memorial** - in the final stages of selecting the winning design. This will be decided the week of January 17, 2011. Quiram reported that the Committee will most likely seek volunteers to help build the Memorial.
 - **Planning Association** – Quiram will be speaking on February 4, 2011 and on March 4, 2011 for the NH Planners Assoc. on several topics: roundabouts, road plan, and how they built a baseball field on a landfill. He suggested the Board think about ways we could partner with them in the future to serve both organizations.

- **Non-Profit Status** - Blomquist to follow-up.
- **Insurance for Board Members** – Lent to follow-up.
- **State Contracts** – The State Department of Administrative Services lists the state contracts for purchasing. It lists the qualified vendors whom may honor the state's price for municipalities.

- **Future Meeting Dates**
 - February 10, 2011 at 8:30am, Winter Technical Meeting, LGC in Concord.
 - March 11, 2011 at 9am at LGC in Concord, regular board meeting.
 - April 8, 2011 at 9am at LGC in Concord, regular board meeting.
 - May 13, 2011 at 9am at LGC in Concord, regular board meeting.

- **Adjourn**
 - The BOD adjourned at 11:14am.

Respectfully submitted,
Kathryn Myers, NHPWA Education Representative
January 18, 2011