



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting February 13, 2014 – 9:00 am – NHDOT Room 112/113, Concord

PRESENT:

Board Members & Officers:

1. John Trottier, President
2. Catherine Schoenenberger,
President-Elect
3. Bruce Temple, Secretary/Treasurer
4. Scott Kinmond, Public Sector Rep.
5. Dennis McCarthy, Member At Large
6. Carl Quiram, Member at Large
7. Kürt Blomquist, APWA Rep.
8. Nancy Mayville, NHDOT Rep.
9. Amy Begnoche, NHLTAP Rep.
10. John Vancor, NH Consulting Community

- **Call to Order**

- Meeting called to order at 9:07 am by President Trottier.

- **Quorum**

- 10 Board members present, quorum was established.

- **Secretary Report**

- *Motion* by Trottier, seconded by Quiram, to accept the January 16, 2015 minutes. All were in favor.

- **Financial Report**

- The balance as of January 31, 2015 as reported by Cornerstone is \$41,871.85. The Financial Report is accepted subject to audit.
- Budget – Schoenenberger is working with Cornerstone to put together a spreadsheet for the last few years. Once complete, she will put together a budget for the coming year.
- There was discussion regarding “Unrestricted Net Assets” and “Equity.” Schoenenberger will speak with Cornerstone to get definitions of those categories.
- Scholarship – *Motion* by Quiram, seconded by Blomquist, to accept the Scholarship materials as updated by Begnoche, with minor corrections, and to request Begnoche to send out the materials to all members and PW.net. All were in favor.

- **Bylaw Changes**
 - There was a lengthy discussion regarding who should elect the Elected Directors and/or the Primary Officers. There were also questions about the duties of each of the Primary Officers, and whether they should serve for two years or just one.
 - Further discussion was tabled when Quiram and Blomquist offered to look at the Bylaws, discuss what had been intended, what they thought should be there, and they would provide their thoughts at the March Board Meeting. (Begnoche to provide them with editable copies of the Bylaws.)

- **NH Public Works Memorial**
 - Quiram announced that Richard Lee would be stepping up as the new Chair of the NH Public Works Memorial.
 - *Motion* by Trottier, seconded by Blomquist, for the NHPWA to appoint Richard Lee as the Chair of the NH Public Works Memorial. All were in favor.

- **Dates for Upcoming Meeting**
 - The Board discussed the results of the informal poll sent to the Board Members by Begnoche. It showed that face to face meetings were preferable, and that people could attend on the 2nd or 4th Fridays, and that monthly meetings were good, skipping December.
 - After discussion, it was decided to move the meetings to the fourth Friday, with the exception of March, May and November, when the meetings would be incorporated into the Technical Meeting, Annual Meeting and NHMA Conference, respectively.

- **Technical Meeting**
 - Date set for March 19, at the Holiday Inn in Concord.
 - Begnoche to work with Hotel regarding food choices, numbers of individuals at the meeting, and any coordination necessary.
 - After discussion, the Board agreed to raise the price to \$40 for members and \$50 for non-members.
 - After a lengthy discussion, the following topics were decided on:
 - Succession Planning – NHMA presentation – Kevin Flanagan (Kinmond contact)
 - Solid Waste – George Murray of Lebanon with international and local experience (Temple contact)
 - UNH Stormwater – Trottier had contacted
 - Quiram to talk to person in office regarding presentation on Social Media; to add a Panel Discussion with large and small municipalities – Kinmond and Blomquist agreed to be on the Panel.
 - Begnoche to coordinate speakers, once finalized, and to prepare an agenda.
 - Begnoche to check on status of any speaker gifts in T2 storage and let the Board know what there was and if there are enough for the Technical Meeting.
 - Begnoche to send out an email with the registration information and sheet to Members via email, as well as PW.net. Also will post the information to the NHPWA website.

- **Annual Meeting**

- After discussion regarding conflicts on the chosen date of May 14, the Board changed the date of the Meeting to **May 12, 2015**.
 - Begnoche to coordinate with the Derryfield Country Club to sign the contract for this date and when they need information for the event.
 - After discussion, the Board agreed to raise the price to \$50 for members and \$60 for non-members. The price of the Golf Tournament would be a separate price above that amount.
 - Begnoche to prepare a “Save the Date” to be passed out at the Technical Meeting.
- **Newsletter**
 - The Board set a **March 31, 2015** deadline for submissions so that the Newsletter could be published by the end of April.
 - The following articles were discussed:
 - Trottier will do a President’s Message.
 - Blomquist will do an article regarding NH legislation.
 - Quiram to do an article regarding stormwater.
 - Now that a date has been set, Schoenenberger will reach out to the Governor’s office to see if she is available to speak.
- **Upcoming Events for NHPWA**
 - NHPWA Networking Event – Quiram is working on an event for the Fall of 2015, possibly a cruise in Portsmouth harbor.
- **Other Business**
 - 64th Engineers Week Banquet to be held by NH Society of Professional Engineers on February 26. Trottier will attend and participate in a photo session with the Governor and other Engineers.
 - The NHWPCA Legislative Breakfast is scheduled for 3/25/15 at the Holiday Inn in Concord. **Motion** by Blomquist, seconded by Trottier, to send \$250 from the NHPWA in support of the Breakfast. All were in favor.
 - Discussion regarding current bills in NH Legislature that the Board members should be aware of. Specific mention was made of House Bill 292, “Expanding the Good Samaritan Law to Engineers and Architects.” **Motion** by Schoenenberger, seconded by McCarthy, that the Board supports the concept of the Good Samaritan Law for Engineers performing activities under supervision of local officials. All were in favor.
- **Adjournment**
 - **Motion** by Kinmond, seconded by Schoenenberger, to adjourn the Meeting at 11:25. All were in favor.

Respectfully submitted,

Amy Begnoche
 Representative from NH LTAP