



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting April 13, 2012 – 9:00am – LGC in Concord

PRESENT:

Board Members & Officers:

1. Jennifer Perry, President
2. John Trottier, Vice President
3. Beth Hamilton, Education Rep.
4. Brian Vincent, Contractor Rep.
5. Dave Lent, Immediate Past President
6. Scott Kinmond, Director at Large
7. Kurt Blomquist, NE APWA Rep.
8. Catherine Schoenenberger, Supplier Rep.

• Call to Order

- Meeting called to order at 9:08am am by President Perry.

• Quorum

- 8 out of 13 voting members were present, quorum was established.

• Financial Report

- Plan to get invoice from the caterer from LGC directly, for the Technical Meeting
- Donations made: \$100 to the Garofano family from Rutland, VT and \$100 to NHSPE teacher award.
- Plan for each person to take turns bringing a Box of Joe instead of having each Board meeting catered at the LGC. Hamilton to contact LGC to cancel all further breakfast catering for Board meetings.
- Schoenenberger confirms that the Construction Career Days balance is still missing from the financial statement.
- Schoenenberger to check 3 line items on the financial statement (Plow Rally, Stay Safe Traffic, and advantage promotions).
- Audit to be conducted with Regina from the LGC, Bruce Temple, Catherine Schoenenberger, and John Trottier. Schoenenberger to reach out to Temple. Brian Vincent offered to be a back-up for the audit if needed. Attempt to hold audit on April 20, 23, or 27

• Secretary Report

- Trottier motioned to accept the March meeting minutes with correction to “other business” spelling error. Lent seconded the motion. All were in favor.
- Hamilton to type the minutes and post on website then alert the Board and membership.
- Hamilton to create map of communities and send out to Board members.
- Hamilton to send out list of current members to Board members.

- **Annual Meeting**
 - Thursday, May 3, 2012 from 9am-1pm at the Derryfield Country Club in Manchester, NH
 - Confirmed Speakers
 - Robert Gardner, General Manager of Wannacomet Water Company on Nantucket Island, MA to speak on challenges of drinking water on the island
 - Kevin Sheppard, Director of Public Works for City of Manchester, NH to speak on new Public Works and Safety Complex in Manchester
 - Vicki Vickrey-Quiram, to be announced Assistant DES Commissioner, Public Works Director for Westwood, MA to speak on Sustainability
 - Hamilton to send out draft bylaws to the current members to propose acceptance of the bylaws at the annual meeting. Hamilton also to post bylaws on the NHPWA website for easy accessibility for members to review before the Annual Meeting.
 - Menu for Annual Meeting will remain the same as last year's meeting, with a desert station.
 - Annual Meeting will cost \$45 per person to attend.
 - Golf Tournament
 - Cost to be determined based on green fees. Blomquist and Perry to further determine the cost per person with and without golf carts.
 - Any money over green fees will be donated to the Public Works Memorial fund.

- **Proposed Bylaws Discussion**
 - Discussion of structure of the Board being proposed.
 - 17 member board, 4 at large, 3 private sector, appointed/delegated positions, representatives from other agencies
 - Conduct the merge at the Annual Meeting with Bylaws as written, with open discussion at Annual Meeting for changes
 - Need to set up nomination committee for a meeting once new Bylaws are accepted and other organizations start to dissolve and merge.
 - Proposed Bylaws to be voted on at Annual Meeting and need 2/3 of the Board's approval and the popular vote by members present at the Annual Meeting.
 - Discussion on who elects President of new Board, would be voted by members or by Board members?
 - Suggested by Blomquist that Article C should be removed because it conflicts with Article C

- **Committees**
 - **Scholarships**
 - Nominee was motioned by Blomquist to receive the scholarship, Kinmond seconded and all were in favor of the recipient.
 - Perry to ask Larochelle or other Board member to present recipient with the scholarship at school
 - **Other Business**
 - Policy Process
 - LGC developed a legislative policy process.
 - Members are to forward ideas or positions or potential legislation to the LGC
 - LGC is looking for feedback on all legislations and how to back them.
 - New association may do legislative tracking and take a position on legislation

- Primex Annual Meeting is May 9-10, 2012 and they invited one person to attend from the NHPWA Board for free. No one from the Board is able to attend.
- **Newsletter**
 - Article need to be submitted to Hamilton by May 23 to be printed by June 1, 2012.
 - Paragraph from each Board Member so there is no burden on one person
 - Hamilton and T² to put together a list of upcoming events, trainings, etc.

Future Meeting Dates

- May 3, 2012 at 9am, Derryfield Country Club Manchester
 - June 8, 2012 at 9am, LGC, Concord
 - July 13, 2012 at 9am, LGC, Concord
- **Adjourn:** The BOD adjourned at 10:45am as motioned by Trottier, seconded by Blomquist, all were in favor.

Respectfully submitted,

Beth Hamilton
NHPWA Education Representative
May 10, 2012