

NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting Minutes – February 21, 2020

Meeting held at NHMA- Concord, NH

- Opened meeting of the NHPWA BOD at 9:04am
 - Quorum of:
 - President Lisa Fauteux – City of Nashua
 - President-Elect Tim Clougherty – City of Manchester
 - Treasurer/Secretary Dan Hudson – City of Nashua
 - Past President Scott Kinmond – Town of New Durham
 - Lauren Byers – City of Nashua
 - NHWWA Rep. - Bill Boulanger – City of Dover
 - ACEC Rep. – John Vancor – Hayner/Swanson
 - NHDOT Rep. – C.R. Willeke
 - Member at Large – Aaron Lachance – Hoyle, Tanner & Associates
 - Member at Large – F. Adam Yanulis – Tighe & Bond
 - Member at Large – Christina Hall – City of Lebanon
 - Member at Large. – Britt Eckstrom – Wright-Pierce
 - NH LTAP Rep. – Marilee LaFond
- Secretary’s Report
 - BB motion to accept 10/3/19 minutes, seconds, AY all in favor – minutes accepted.
- Treasurer’s Report
 - DH presented the Treasurer’s Report. About \$45,000 balance. TC motion to approve the Treasurer’s Report, BB seconds, all in favor – Treasurer’s Report approved.
- By-laws Review underway for annual meeting
- Public Works Memorial cleanup event May 15th
 - BOD meeting afterwards
 - Schedule for the day TBD
 - CRW will confirm planting, soil, loam needs with Chris Bonoli and team at NHDOT, as well as book a conference room at NHDOT to meet after event
 - AL and planning committee will consider food, traffic control, schedule, getting info out
 - AL confirming availability of Keach Park
- Statewide Public Works Event / Field Trip
 - AY leading- possible towns Lebanon, Nashua, Keene, Dover
 - Thursday August 13th – field trip in Lebanon- Save the Date
- Sponsors
 - AY may develop a separate sponsorship invitation letter (in addition to what is included on the member enrollment form) to come from BOD.
- Membership- BB and BE to champion this committee
 - Discussed outreach to non-member towns to consider opportunity to participate, sharing sponsorship opportunities.
 - LB will develop a list of non-member DPW teams.
 - ML to start notifying NHPWA if there’s a new director
 - BOD members to start sharing that info with BOD, invite members to contribute retirements or welcomes to the newsletter
- Training and Education

- June 4 Annual Meeting at Derryfield
 - Bridge Maintenance Program- CRW to assist with identifying speakers for a session at the Annual Meeting that will preface an eventual tour (at a later date)
 - How does NHDOT inspect bridges
 - How to interpret inspection report and forms
 - “Truth about recycling” -state of recycling in New Hampshire
 - PFAS
 - HR topic TBD (possibly from Primex)
 - MS4- will be addressed at NH ACEC conference in 2020 but may be another future topic for NHPWA meeting
- Public Relations
 - LB will lead publishing a newsletter twice a year before each meeting (possibly using Publisher-TBD)- seeking input
 - SK – sharing awareness of new members and DPW leadership
 - SK will ask NRRRA if they’d like to contribute a recycling piece
 - Upcoming NHPWA events
 - CRW can contribute update of bridge aid, community development
 - LB suggested asking communities for articles on their local projects
 - CH to write about covered bridge project in Lebanon
- Technical Meeting date determined to be Oct 1st – ML to provide Save the Date
- Partner Reports
 - UNH T2
 - Open opportunity- PT Public Works Technical Specialist- spread the word!
 - Will provide reminder of best practices for communicating within listserv to PW.net
 - Awareness of April 15th workshop on using recycled materials in road constructions- hosted by NRRRA, NERC and others (including UNH T2)
 - ML presenting on employer branding/using networking and social media for talent acquisition at the June NEAPWA conference – if you’ll be there!
 - Will send UNH T2 Local Bridge Preservation Maintenance guide DRAFT and AASHTO TSP2 Local Agency Bridge Preservation workgroup resources for Board review
 - ML to bring NHPWA flyers to next meeting
 - Discussed opportunity for NHPWA BOD to support towns hiring for DPW leadership roles as requested. Might include resources (job descriptions or job postings) but also possibly in the interviewing panel. SK will be in touch with one town that reached out to UNH T2 in regards to this, to offer support on behalf of NHPWA.
- Upcoming Meetings
 - BOD March 20th and April 17 (both at NHMA at 9 AM)

SK motion to adjourn meeting, CH seconds, all in favor - meeting adjourned at 11:06AM.