NHPWA Board of Directors Meeting – AML Meeting Notes
March 18, 2022; 9:00am – 10:45am @ Hoyle Tanner Manchester NH Office

Attendees:

In Person:
- Lisa Fauteaux
- Dan Hudson
- David Witham
- Tim Clougherty
- David Witham
- Aaron Lachance
- Adam Jacobs – Goffstown
- Adam Yanoulis

Virtual:
- John Vancour
- Peter Goodwin
- C.R. Willeke
- Ian Rohrbacher
- Britt Eckstrom
- Christina Hall

Notes:

I. Approval of February minutes:
   a. A. Yanoulis motion; D. Hudson seconds; motion carries

II. Review and Approval of Treasurer’s Report
   a. C. Hall: Some accounts are 90+ overdue
      i. Send out some notices re: payment?
      ii. Tim suggests BOD review the list and reach out if you know someone on the
          list that is overdue
   b. $60k fund balance

III. Announcements, Updates, Discussion Items
    1) Changing bylaws to allow electronic (email) or phone polling of board
       a. Dan H. developed draft revisions and presented to BOD
          i. See Meetings; PG. 3 (Article VI, Section 4 & 5)
          ii. General discussion of these revisions
       b. Do we need to comply with RSA 91a?
i. These laws are for non-profit organizations; they incorporate various meeting requirements that have not been incorporated into these suggested electronic meeting revisions

ii. Check if other organizations (NHWM, NHWPC, etc.) are considered RSA 91a entities – if so, NHPWA most likely is as well
   1. D. Witham suggest getting legal opinion on this if there is any question

iii. Filing of bylaws with the Secretary of State’s office also?
   1. Need to re-file if we make changes?
   2. Want to make sure our tax filing status is protected
      a. These changes are not likely to impact that

   c. Tim C. suggests that we should bring these proposed changes before the Board

d. David Witham moves that with the redline amendment discussed here, adding “be” to Article 6 Section 5, that the Board adopt the suggested revisions to the Bylaws and present to the membership at the May meeting; Dan Hudson seconds; motion passes.

   e. Dan H. will forward to Membership for review in advance of meeting

2) May meeting planning:

   a. Renee Pelletier (NHDES) has confirmed

   b. CR / NHDOT
      i. CR will provide an update on Federal funding and how NHDOT is handling
      ii. He may also touch on if there are other infrastructure monies coming to
          Towns and for what, but has not done legwork yet

   c. Some discussion of perhaps a presentation on local/municipal funding sources
      i. Sources of direct funds to municipalities?
         1. Just being delivered, or do they have to be applied for?
         2. Lisa F. – Nashua is using some funds for affordable housing
         3. Adam Y. – Originally intended for retrofitting schools, payroll protection. Towns that are getting it know they are getting it.
            Funding has morphed from the original intent.
               a. On water side, originally intended for stabilizing rates and backfilling system costs
4. Tim C. – up to $10M for revenue replacement. Other stuff too – neighborhood enhancement (sweeper, signage, roadway improvements), ventilation in schools

5. Provide a reminder of known programs, application due dates, funding program parameters, etc.
   a. Also, get your preapplications in!

6. Make this a roundtable discussion
   a. Lisa F. offers to ask Tim Cummings, City of Nashua Finance Director, to come speak on this topic
      i. Tim C. confirms during meeting

7. NHDES will be holding a week-long workshop in April on funding programs thru them

8. Anyone from our Legislator’s offices that could speak? Shaheen?
   a. Maybe someone from NHMA instead?
      i. Margaret Burns - Executive Director
         1. David Witham will contact her

ii. Workforce development?
   1. Even if just a small segment

iii. Linda Grier – F&O
   1. Maintenance & construction of Green Infrastructure, stormwater
   2. John V. suggests holding until Fall?
      a. No, can fit in May meeting.
   3. YouTube ‘Friendly Maintenance’ video

iv. Manchester RAISE Grant
   1. Tim C. has a canned presentation that he could give

v. Inflation, supply chain, scheduling, etc.

vi. May Meeting Schedule:
   1. 9-9:15 – Intro and opening remarks
      a. Tim C.
         i. RAISE Grant
         ii. Speak to First Responder situation
   2. 9:15 - 10:15 – Safe Driver Training & Green infrastructure (F&O)
a. Tim White from FMCA
   i. Dave Witham to contact
b. Linda Greer, F&O

3. 10:15 – 10:30 Break

4. 10:30 - 12:00 – IIJA/Fed Funding (“Show me the Money” – panel discussion)
   a. Tim Cummings – City of Nashua, Economic Development Director
   b. Renee Pelletier – NHDES
   c. CR Willeke – NHDOT
   d. Margaret Burns – NHMA (or other rep from NHMA)
   e. Other??

5. 12:00 – 12:45 Lunch

6. Annual meeting (advertise as ‘Following Lunch’ so people don’t leave early)

7. Golf

d. SWAG discussion
   i. Fold-up box/bag
   ii. Cooler tote
   iii. Lunch bag/cooler
   iv. Pens
      1. Marilee is handling that

v. Putting SWAG up for sale on the website?
   1. Better from an inventory standpoint?
      a. LL Bean will do this on your behalf; also Lands End
         i. Tighe & Bond does this
         ii. Initial setup required
         iii. Membership total?
            1. A few hundred active members

vi. NED to research the local vendor; AML to research LL Bean

vii. Consider a higher-end gift for speakers
    1. ~20 speakers, annually (on the high end, conservative estimate)
3) Entry Level Driver Training update
   a. Manchester is becoming a Certified Training site
      i. Via a self-certification program through Federal Motors Carrier Association
         1. Tim White is the local rep
      ii. Most of Nashua’s hires are CDL-B (so this isn’t required)
      iii. Will contribute to workforce issue/shortage
      iv. T2 has done some work in this arena
      v. Include as a segment in May meeting

4) SB325 First Responder Designation
   a. Passed the Senate; moving to House
      i. Crossover meeting is Thursday, March 31
      ii. Public Hearing upcoming; encourage membership to attend and speak in favor of legislation
         1. Committed support speakers?
            a. Could use some help
            b. Scott Kinmond has volunteered

5) HB 536
   a. Tim C. had trouble submitting testimony (desktop and iOS device)
      i. Suggest in-person attendance
   b. Hearing was yesterday; outcome not known

6) New Business
   a. Adam Y:
      i. NE APWA held a planning session on Wednesday. Looking to create a sub-chapter.
         1. Reach out to areas within 5 states and be more active with membership
            a. NE Chapter targeting western MA, VT, RI and western NH, North of NH
            b. Wednesday 5/11/22 meeting in Montpelier VT
         2. Partnering meetings w/ NE APWA; perhaps a future meeting (NE APWA) in NH
            a. Summer conference that was done on Cape, for example
b. Britt E: Elections for Board Members at Annual Meeting
   i. How to develop ballot?
      1. Past president needs to Chair a nominating committee
      2. Tim to work with Marilee to develop something and pass along to Lisa F. before next meeting
         a. Adam Y., Aaron L., Britt E. up for re-election

IV. Partner Reports

1) NEWWA, NHWPCA, and others looking to create a partnership similar to Bayworks in San Francisco
   a. See AML notes from previous meeting
   b. Name would probably be “New England Water Works”
   c. Member utilities
   d. www.bayworks.org
   e. Consider having reps from that group speak at a future meeting
      i. Don Ware from Pennichuck is leading the committee

2) UNH T-2
   a. None

3) New England APWA
   c. See new business

4) NH Water Pollution Control Association
   a. Peter G:
      i. 4/16/22 is Wild NH day at NHF&G in Concord
      ii. 5/20 is Trade Fair at
      iii. 6/24 Summer Mtg at Ellacoya
      iv. 8/4 is Ops Challenge Fundraiser @ Beaver meadow
      v. 8/16 Fisher Cats
      vi. 9/23 Fall mtg Keene
      vii. ??? mtg - TBD
      viii. Will support SB 325 meeting when set

5) NH Water Works Association
   a. Check website for training & roundtables
   b. Exam prep courses for
   c. Leadership round table in Rochester 4/20
   d. Increasing email blasts and newsletters; looking to expand membership
      i. Perhaps NHPWA to consider same
   e. SAG program, PFAS regs and funding, partnering with other organizations

6) NH DOT
a. Just approved the removal of the rate cap for consultants
   i. All projects
   ii. If existing contract, will not apply
      1. But will be effective for amendments
   iii. Effective immediately, when released
b. Also, indirect labor rate approval guidance forthcoming
   i. Increasing the value up to $200k for not needing an audited OGH
c. LPA training upcoming 4/5 – 4/6
d. $6.75M per year for 5 years for local bridges @ 100% (no match)
   i. Used on ex projects to accelerate program
   ii. Open solicitation for bridges

7) NH DES
8) Municipal Management Association of NH
9) NH Road Agents Association
10) NH Consulting Community
11) NH Public Works Mutual Aid
   a.
12) NH Primex
   a. Annual conf/summit 5/11-12; pre-conference on 5/10/22
   b. Agents back in field now
   c. Phil Saints retired; Derek Martel replaces in May
13) NH Municipal Association
14) ACEC
   a. 4/21 is joint NHDOT / ACEC Technical Exchange Conference
V. NH PW memorial clean-up
   a. P. Goodwin to discuss clean-up event
   b. New names on the memorial and a re-dedication
   c. P. Goodwin to report at next meeting
VI. Upcoming Meeting and Events
1) Establish April meeting date and host location
   a. Host:
      i. NHDOT in Concord – JO Morten Building
      ii. 4/15/22 @ 9:00am; room TBD
VII. Adjourn
   a. David motion, Adam seconds