



NHMA
25 Triangle Park Dr.

**NH PUBLIC WORKS ASSOCIATION
NHPWA October Meeting
2 Concord St, Peterborough, NH
October 21, 2022 9:00 AM**

**Meeting Notes
(Note taker: Aaron Lachance)**

- I. Open meeting of the NHPWA
 - a. BOD members stood and introduced themselves
- II. Approval of August minutes
 - a. David Witham motioned to approve the August minutes as presented; Adam Yanoulis seconded the motion. Motion carries.
- III. Review and Approval of Treasurer's Report
 - a. D. Hudson provided a high-level review of the report. There is currently a \$58,398.47 balance in the NHPWA account.
 - i. Note there are some negative values representing unpaid memberships.
 - b. David Witham motioned to approve the Treasurer's Report as presented; Adam Yanoulis seconded the motion. Motion carries.
- IV. Announcements, Updates, Discussion Items
 - 1) November meeting planning (NHMA participation and luncheon?)
 - a. Typically, the November meeting is tied to the NHMA Conference. T2 will be having a virtual booth this year and normally assists with staffing the NHPWA booth. Therefore, NHPWA will not have a booth at the conference this year. But, still set the November BOD meeting to align with the Conference.
 - i. TENTATIVE NHPWA Meeting on Thursday, 11/17/22 at the Thirsty Moose in Manchester. Dan Hudson to coordinate with Tim Clougherty on details.
 - 2) Potential NHPWA Scholarship
 - a. Rising college students

- b. Enhance career opportunities
- c. Continuing education
- d. Creation of scholarship committee

There was general discussion on this topic. NHPWA has a healthy account balance, and we should consider finding ways to spend money, such as through scholarships. Dan Hudson will look to schedule a scholarship subcommittee meeting in advance of the November meeting, perhaps 30 minutes prior to the regular BOD meeting (11:30 AM) at the same venue. The scholarship committee consists of Dan Hudson, John Vancor, and Scott Kinmond per the August 2022 BOD meeting minutes.

3) Potential for consolidated calendar for professional organizations

- a. There was general discussion on this topic. It is not easy to create/maintain a separate NHPWA calendar and there are many benefits to having a joint meeting calendar with T2. The calendar would include NHPWA events as well as postings from other groups (APWA, NE Water Works Assoc, NEWEA, etc.) to avoid meeting conflicts. There was consensus to pursue setting up a joint meeting calendar through T2. There was also consensus that it would be acceptable if there is some cost associated with the shared calendar. Kürt Blomquist offered to take the lead on coordinating this with T2 (Marilee).

4) New Business

- a. NHPWA's schedule for the next 6 months (through summer meetings) should be set soon (meeting dates, topics, locations). Schedule development / planning should be an agenda item for the November meeting. Most other organizations have their schedule set a year in advance. There was discussion about soliciting feedback from Membership (via email) on potential meeting topics. It was noted that this could be led by John Vancour.
- b. Membership planning. The organization needs to prioritize getting membership renewals out. Britt Eckstrom noted that a President's letter is needed to accompany the renewal notice and that she's willing to generate a draft if helpful. There was also discussion about offering free membership (for the first year) for new communities to NHPWA but no apparent consensus on this matter. Britt also offered to work with Judith (NHMA) on the member registration process.
- c. There are still open openings for BOD members.

- d. The Audit Subcommittee needs to be reestablished. Audit work was previously done by Bill Boulanger and Dennis McCarthy who are now both retired. The subcommittee normally has 2-3 members. Audit work can now be done electronically which should reduce effort/time. This needs to be discussed further at the November meeting.
- e. The signatory updates have been made but have not been finalized at the bank yet.

V. Partner Reports

- 1) UNH T-2
- 2) New England APWA
 - a. Jennifer Perry – National Top 10 Award. Marilee Enus and Fred MacNeill also received awards at the national conference.
 - b. Upcoming meetings:
 - i. Upcoming 10/27/22 event
 - ii. 12/3/22 event in Newport, RI.
 - c. There is ongoing discussion of a new sub-chapter to better represent western MA, southern VT, and NH.
- 3) NH Water Pollution Control Association
- 4) NH Water Works Association
 - a. The annual Trade Show was held at the Grappone Center yesterday. This was the last event of the year.
- 5) NH DOT
 - a. Recent news regarding the Commissioner resigning.
 - b. Local LPA training on 11/15 – 11/16 (virtual)
- 6) NH DES
- 7) Municipal Management Association of NH
- 8) NH Road Agents Association
- 9) NH Consulting Community
- 10) NH Public Works Mutual Aid
 - a. Offering free membership for the upcoming year.
 - b. Many openings still; (2) from NHPWA (only 1 of 3 currently filled).
 - c. Upcoming Technical Session (virtual) dealing with public assistance.
 - d. Fall session planning.

- e. Looking to establish Emergency Management Coordinators by region.

11) NH Primex

- a. Annual Conference / Risk Management Summit being held in Portsmouth on 5/16 – 5/17. Base of operations will be the Sheraton Hotel but that facility is not large enough for everything so meetings will be held at various locations around the city.
- b. Primex is reducing in-person staffing at their offices and converting previous work spaces to training areas. They are looking to host NHPWA for a training session.

12) NH Municipal Association

VI. Other Business

VII. Upcoming Meeting and Events

- 1) NHMA Participation, November 16-17, Manchester, NH
 - a. See notes above.

VIII. Adjourn

- a. David Witham motioned to adjourn.