



**NHPWA Board Meeting  
Friday, June 23, 2023  
Nashua DPW, 848 West Hollis St, Nashua, NH  
Meeting Minutes**

Called to order at 9:35 by DH

1. Present:

- President - Dan Hudson – City of Nashua
- President-Elect -Christina Hall- Town of Hanover
- Treasurer/Secretary - Ian Rohrbacher
- State Director Representative of the New England Chapter APWA- Kürt Blomquist - City of Keene
- Public Sector Representative - Scott Kinmond – Town of Alton & UNH Technology Transfer Center
- Public Sector Representative - Lisa Fauteux - City of Nashua
- Member at Large – Britt Eckstrom – Wright-Pierce
- Member at Large- Aaron M. Lachance, P.E. Hoyle, Tanner & Associates, Inc.
- Representative from NHDOT - C.R. Willeke – NH Department of Transportation
- Member of the NH Consulting Community - John Vancor
- Representative from the NH Water Pollution Control Association - Peter Goodwin

2. Approval of April Minutes:

- KB made a motion to approve April 2023 meeting minutes. CR seconded the motion. Motion unanimously approved.

3. Approval of May Minutes:

- CH made a motion to approve May 2023 meeting minutes. JV seconded the motion. Motion unanimously approved.

4. Review and Approval of Treasurer’s Report

- IR provided an update. Nothing noted as needing discussion. IR signed off on open invoices. CH added that the Treasurer’s Report looked good. DH stated that the next meeting there should be discussion on adopting a budget. IR agreed. KB motion, JV 2<sup>nd</sup>, unanimous

5. Announcements, Updates, Discussion Items

- Confirmation of future BOD meetings
  - Discussion about dates for the Fall meeting. Potential date of October 26 at the Derryfield from 830am-1pm.
  - SK mentioned that the board typically takes July off. A Placeholder date of August 17<sup>th</sup> in the Concord or Manchester area for August meeting.
- Annual Meeting retrospective
  - DH mentioned that the meeting went well and asked if anyone had comments. CH mentioned that a more organized lead-up would be helpful. There was difficulty in obtaining the speaker bios and next year it would be helpful to have the speakers send their bio or resume as soon as they are on the schedule to present. CR mentioned having promotional gifts for speakers would

be nice. KB mentioned that in previous years there were mugs, maple syrup and other promotional items given. AL said IR did a great job at presenting.

- Potential topics and speakers for Fall Technical Meeting
  - JV Possible topics for the October 26<sup>th</sup> session about accessibility, ADA requirements, mobility access, and visual impairment. He mentioned reaching out to the Perkins School for the Blind. Discussion ensued about how to incorporate info geared towards engineers and road agents/PW teams. JV will spearhead this effort and reach out to an employee he knows at NHDOT about being a potential panelist. DH mentioned SADES. Discussion ensued about ADA guidelines. The next spring meeting was mentioned as a good time to present this topic.
  - KB asked if there are any other topics, AL mentioned solid waste as a topic that was mentioned at a previous meeting. KB mentioned there has been recent legislation regarding solid waste. CH asked who would take the lead on this topic, KB said that it would be helpful to get someone to speak about the status of solid waste in NH. PG mentioned that municipal waste plans were updated in 2022 and NHDES would be the agency to contact.
  - CH asked if electric vehicles (EVs) would be a good topic. The topic could include how municipalities are implementing EVs into their fleet and charging stations. DH mentioned that Nashua was looking at EVs for smaller municipal vehicles but was not looking at replacing larger equipment. CH mentioned grant money may be available for replacing old, diesel fleet vehicles. KB mentioned that NHDOT may have someone who could discuss the plan for NHDOT to implement EVs. CH asked if this would be a panel discussion, DH said yes.
  - CH mentioned FEMA and storm response as another topic. KB stated that FEMA is changing the guidelines. FEMA is now almost exclusively online and they rarely send a team out into the field. KB mentioned this is a topic for the NHPWMA. SK mentioned that he has been dealing with a disaster declaration in Alton and detailed the new requirements from FEMA. SK also mentioned that he has been working with Marilee Enus from UNH T2 to potentially develop a workshop related to the new FEMA requirements. Discussion also included that this could tie in with discussion on asset management.
  - CH mentioned having the NHDES commissioner come to speak, KB mentioned inviting the new Homeland Security director to speak.
- NHPWA Scholarship Committee Update
  - DH mentioned there were two applicants. The email address for applications did not allow attachments so the deadline was extended to June 22. DH would like to award Lisa Perrault from Kingston a scholarship so that she can attend a Certified Public Manager program. The program costs \$3000 and the limit for a scholarship is \$1500 so her municipality would have to cover the rest. DH would also like to award Adam Clark from Concord \$1500 so that he can attend a conference about solid waste in Orlando.
  - DH mentioned the funding mechanism for the scholarship program and mentioned that the board could discuss this more at the next meeting in August.
  - KB commented that in the past (2001-2004?) there used to be a social event for the scholarships, money was raised for the scholarships, and there were sponsors for the scholarship fund.
  - DH made a motion to award \$1500 to both applicants, JV seconded the motion. Motion unanimously approved.
- Membership renewal (targeting August mailing for July 2023 – June 2024 memberships)
  - BE mentioned that she attended a meeting with Marilee Enus and Lee Cooper from UNH T2 and Judith from NHMA about how to streamline membership renewal and simplify the process of

sending/receiving invoices. Judith discussed using online services such as Wufoo to help track new member registrations, Wufoo can also be integrated with online payment services. DH asked about taking checks as payment for those who do not want to use a credit/debit card. KB asked about the cost of having NHMA provide the service and who would be responsible for the account. BE mentioned that NHMA would have access to the Wufoo account but NHPWA would be responsible for any software and credit card processing fees. DH liked the idea as it would simplify the process if NHMA handled all of this. NHMA would handle the financial side and would not increase the fees to provide this service. BE will put together a proposal and email it to the board. DH mentioned reaching out to other organizations that utilize NHMA for this to get their feedback.

- Corporate sponsorships (Hayner/Swanson, Tighe & Bond, BETA, Hoyle Tanner, Wright-Pierce, Stay Safe Traffic Products, Quantum Construction Consultants, Environmental Partners)
  - DH asked if anyone had anything to add, the above are sponsorship renewals.
- PW Memorial
  - Spring cleanup went well.
  - Rededication will be in September 2023
- Website
  - DH mentioned the website and commented that Marilee Enus from UNH T2 made the updates to the board member's page. Contact Marilee Enus or Lee Cooper if any changes are needed.
- New Business
  - None

## 6. Partner Reports

- UNH T-2 - Scott Kinmond
  - Busy training season for T2, workshops and private hands-on classes
  - Making changes to PW Jumpstart, soliciting feedback on the PW Jumpstart program and may test it in person rather than online
  - T2 staff attended conference
  - Road Safety Advocate program launched
  - Lunch 2 Go workshops also launched
  - T2 has been working with DOT regarding red listed bridges
- New England APWA - Kürt Blomquist
  - 2023 NEAPWA Summer Conference was well attended
  - NEAPWA Chapter Connects workshops coming up
  - The chapter did well, received 10 or 11 awards at the conference in San Diego
- NH Water Pollution Control Association - Peter Goodwin
  - Legislative session is complete, state funding was included in the budget that passed
  - NH Housing action initiative is looking at rezoning some communities and adding accessory dwelling units and duplexes for low income housing
  - New youth outreach committee – new workforce development group similar to one that has been created in San Francisco – one meeting so far, hoping by end of year to have an outline of that the program will look like in New England
- NH Water Works Association - Ian Rohrbacher
  - IR needed to leave the meeting to attend another meeting but wrote an update in the chat on Zoom.
  - New President/CEO search has concluded - announcement in the next few weeks.

- Upcoming Events: Fisher Cats Outing 7/29, Construction Day 8/2, C1A/Grade 1/Grade 2 Training series starts 9/19
  - NH DOT - CR Willeke
    - Mentioned personnel changes at DOT
    - Draft 10 year plan
    - Grant from 2021 just showed up with 15 month window
    - Things are busy and going well at DOT
  - NH Public Works Mutual Aid - Alan Cote not present, Kürt Blomquist provided update
    - Working on filing some positions on the board, he is currently the chair and is looking to fill some roles. Sessions at the NHMA on the 14<sup>th</sup>-16<sup>th</sup>, there will be one NHPWMA session at this event
    - Currently all NHPWMA members are being offered membership for one year for free, new members are also free to join this year.
    - SK would like to get his foreman for Alton involved with meetings. SK will ask the foreman and the assistant public works director in Alton if they would like to get involved.
7. Other Business:
- None
8. Upcoming meetings - Next meeting August 17th at 3pm location TBD, Meeting on September 15th at 9:30am at NHMA in Concord
9. Adjournment at 11:15am- Motion by DH, seconded by KB and was unanimously approved.

Meeting minutes created by Lee Cooper