



BOARD OF DIRECTORS MEETING

September 6, 2024, 9:30 AM

**New Hampshire Municipal Association
Androscoggin Meeting Room**

MINUTES

I. Open meeting of the NHPWA

- a. Pres. Hudson called the meeting to order at 9:46 a.m. with the following in attendance:
 - i. Dan Hudson- Nashua DPW- President
 - ii. Christina Hall- Hanover DPW- President- Elect
 - iii. Ian Rohrbacher, City of Rochester- Secretary/Treasurer
 - iv. Scott Kinmond, UNH T2- Public Sector Member
 - v. Dave Witham, Primex
 - vi. Krista Larson, NHDES
 - vii. John Vancor, Hayner/Swanson- Member
- b. Pres. Hudson stated that we do not have a quorum, but we will take votes and then do electronic votes as well for any items that require a vote.

II. Approval of May 9th meeting minutes

- a. Motion by S. Kinmond to approve the May 9th meeting minutes, seconded by J. Vancor. Approved unanimously.

III. Review and Approval of Treasurer's Report

- a. I. Rohrbacher provided a balance as of 6/30/24 of \$73,347.75 and that we are in good shape and need to finalize a budget for the 24-25 fiscal year. Motion by D. Witham, to approve the treasurers report, seconded by Pres. Elect Hall. Approved unanimously.
- b. Pres. Hudson reported that authorization is needed to approve Scott Kinmond expenses reimbursement for the plow rally in the amount of \$470.80. D. Witham made a motion to approve the reimbursement to Scott Kinmond in the amount of \$470.80, seconded by J. Vancor. Vote: 6 yes, 1 abstention (s. Kinmond.)

IV. Announcements, Updates, Discussion Items

1) Membership Renewal

- a. Pres. Hudson reported that the membership committee chair is unable to attend but provided a report that we are in good membership standing with 36 individual members, 17 Corporation members, and 62 municipal members. Those in attendance agreed to keep the membership process the same as current.

2) Corporate Sponsorships

- a. No Report

3) Scholarship Program

NH Public Works Association, 25 Triangle Park Drive, Concord, NH 03301

- a. Pres. Hudson reported that we had one awardee, but due to the training class being full, he returned the scholarship and hopes to reapply in the future when another class is offered.

4) Plow Rally & Backhoe Competition

- a. S. Kinmond provided a report of the Plow Rally, which was held on August 12, 2024, at NHTI in Concord. Excellent day, the weather was great and good support from Primex, Nashua, Manchester, Merrimack and Antrim. We had 6 plow rally teams signed up, but only 4 showed up. Nashua team Rob Lajoie & Peter Borges was our champion, and we had 6 operators for the backhoe competition- with Nashua Operator Tony Dubowik the champion. The trailer has been cleaned out, organized and inventoried. We have some mailbox props, and one stop sign which require some welding repairs, and S. Kinmond repaired and painted some of the other props. S. Kinmond and D. Witham spoke of the insurance issue that came up and that Primex and UNH are working on a MOU to be used to help towns supplying equipment, which is being operated by another member or non-member town's employee(s).

5) Memorial to Public Works Employees

- a. No report, S. Kinmond recommend that the 24-25 Budget reflect a budget amount for support of maintenance of the memorial should funds be needed.

V. Partner Reports

1) UNH T-2 - Scott Kinmond, Marilee Enus, Lee Cooper

- a. S. Kinmond provided training calendar updates with our snowfighter series, and a Leadership series this fall with Sadie Lee Rosethorn of Level Up Coaching.

2) New England APWA - Kürt Blomquist

- a. No Report, Kurt is traveling to APWA PWX.

3) NH Water Pollution Control Association - Peter Goodwin

- a. No Report, Pres. Hudson to check with Peter to see if he is still the Rep for the Association.

4) NH Water Works Association - Ian Rohrbacher

- a. I. Rohrbacher reported that the Annual meeting is 11/14. Drinking Water Expo is 10/24, and they are doing training for drinking water operators' certification. He reminded those folks that the deadline is approaching for the lead/copper compliance inventories.

5) NH DOT - CR Willeke

- a. No Report

6. NH DES – Krista Larsen K. Larson said the ECO Link newsletter has several excellent topics, also wetland permits can now be filed and paid online electronically. K. Larson also said the Asset Management Workshop is 10/20 at National Guard Facility in Pembroke, and there are trainings being offered for Wastewater operator and managers.

7. Municipal Management Association of NH – Vacant

- a. No Report

8. NH Road Agents Association – Brian Barden

- a. No Report

9. NH Consulting Community - John Vancor

- a. J. Vancor reported that Hayner/Swanson has been acquired by IMEG Corporation and will be a 2–3-year transition. He reported that the acquisition has gone very well and looks like to will be a good merger for employees and clients.

10. NH Public Works Mutual Aid - Alan Cote

- a. No report

11. NH Primex - Dave Witham

- a. D. Witham reported that Primex is doing a Twin State (NH & VT) Cyber Summit 11/7 at the Woodstock Inn. He recommended that communities with public water supply infrastructure should consider attending.

12. NH Municipal Association – Vacant

- a. No Report

VI. Other Business

- a. Pres. Hudson discussed Fall Social (Board Mtg and Meet & Greet). The date proposed was 11/14 with the possible location of Red Blazer in Concord (TBD.)

VII. New Business

a. Fall Technical Meeting - Planning

- i. Discussion regarding date, which was determined to be 10/23 depending on availability of Derryfield. (Date changed to 10/17 due to Derryfield is only available on this date). 8-9a registration and coffee, sessions 9a-12n, lunch at 12-1230. Business meeting after lunch.
- ii. Discussion of topics, and agreed to do 3 topics, with networking lunch. Sessions to be 50 mins with coffee breaks in between
 - 1. Sessions: ADA (John Vancor) Visual Impaired “How can we design better to accommodate”
 - 2. FEMA/NHPWMA- Preparedness for declared disasters, incident command, FEMA reporting. (S. Kinmond to reach out to K. Blomquist)
 - 3. Cyber Security Session- D. Witham to confirm.
- iii. Board meeting after lunch

VIII. Upcoming Meeting and Events

- a. Fall Technical Meeting Coordination (Zoom- TBD)

IX. Adjourn

- a. I. Rohrbacher made a motion to adjourn the meeting, seconded by D. Witham. Approved unanimously. The meeting was adjourned at 11:24 a.m.

**Minutes prepared by:
Scott Kinmond- UNH T2
09-06-24
Approved 10/17/24**