



BOARD OF DIRECTORS MEETING

November 14, 2024

3:30-4:30 PM

(Prior to Fall Members Social)

**The Common Man
25 Water Street
Concord, NH**

Meeting Minutes

- I. Open meeting of the NHPWA
 - a. Pres. Hudson called the meeting to order at 3:34 p.m.
 - i. Members present.
 - 1. Dan Hudson, City of Nashua- President
 - 2. Christina Hall, Town of Hanover- President Elect
 - 3. Ian Rohrbacher, City of Rochester- Secretary/Treasurer
 - 4. Scott Kinmond, T2, Public Sector Member
 - 5. Adam Yanulis, Tighe & Bond- Member
 - 6. Aaron LaChance, Hoyle & Tanner – Member
 - 7. Alan Coté, Town of Derry- NHPWMA Rep.
 - 8. Peter Kohalmi, City of Concord
 - 9. Britt Eckstrom, Wright- Pierce – Member
 - 10. Sam Fortier, CMA Engineers
 - 11. Owen Friend-Gray, City of Manchester
- II. Approval of October 17th meeting minutes
 - a. Motion by A. Coté to approve the minutes as written, seconded by C. Hall. Motion approved unanimously.
- III. Review and Approval of Treasurer's Report
 - a. Financials
 - i. I. Rohrbacher reported there was no new treasurers report received from NHMA.
 - b. 2024-2025 Budget

- i. I. Rohrbacher presented the 2024-2025 proposed budget (see attached) after discussion the Board members felt they would like to amend the management agreement to \$4500.00, and Plow Rally Expenses to \$1,0000.00. These changes brought the budget bottom line to \$27,380. A motion by A. Coté for the revised budget amount of \$27,380.00, seconded by C. Hall and unanimously approved.
 - c. Expense Reimbursement(s)
 - i. President Hudson made a motion to approve the reimbursement to UNH T2 for plow rally expenses of \$537.50. Motion was seconded by A. Coté. Motion was approved unanimously.
 - ii. President Hudson made a motion to approve the reimbursement to Aaron Lachance for purchase of NHPWA winter hats of \$989.35. Motion seconded by A. Cote. Motion approved unanimously.
- IV. Announcements, Updates, Discussion Items
 - 1) Fall Technical Meeting Review
 - a. President Hudson reported that feedback he received was that we had good topics, and it was again well attended.
 - 2) Membership Renewal
 - a. B. Eckstrom reported that she has sent the annual membership letter to the President for review and signature, and then the letter and invoices will be mailed out in January.
 - 3) Scholarship Program
 - a. S. Fortier, Chair of Professional Development Program, reported that he will be making changes for the rolling application process, and will assemble the review committee as applications are received for scoring.
 - 4) Memorial to Public Works Employees
 - a. President Hudson said that he corresponded with Jim Major of Concord regarding his impending retirement. The Association will need to name a representative to the Memorial committee. After a brief discussion, a motion was made by A. Yanulis to appoint Owen Friend-Gray as the NHPWA Rep to the NH Public Works Memorial Committee. Motion seconded by A. Coté, and the motion was approved unanimously. President Hudson will make notification to the Memorial Committee Chair.
 - 5) Quorum for Meetings
 - a. President Hudson would like to have the bylaws committee work on the language in the bylaws to clarify the quorum number. S. Kinmond thought that we previously discussed that it was a majority of the elected membership vs. the elected and appointed membership. President Hudson advised that this amendment to the bylaws must be warned 30 days prior to annual meeting and voted at the annual meeting by 2/3 of the membership in attendance.
 - 6) New Business
- V. Partner Reports

- 1) UNH T-2 - Marilee Enus, Scott Kinmond, Lee Cooper
 - a. S. Kinmond reported that T2 is winding down its in-person sessions and we have had a busy and active year with great attendance. Work has begun on the 2025 training calendar, anyone wishing to host or have requests for certain types of training please reach out to Marilee and Lee.
- 2) New England APWA - Kürt Blomquist
 - a. A. Yanulis reported that NEAPA winter board meeting is in Mystic, CT, and APWA has a call for papers/articles for the reporter.
- 3) NH Water Pollution Control Association – Vacant
 - a. No Report
- 4) NH Water Works Association - Ian Rohrbacher
 - a. I. Rohrbacher reported that the Fall technical session was this morning and was on Cybersecurity. He also reported that NHDES Lead/copper rules will require lead free systems to still do 20% verification. PFAS award of \$70M and named communities can apply.
- 5) NH DOT - CR Willeke
 - a. No report, President Hudson did advise that the TAP grant applications are due 12/6.
- 6) NH DES – Krista Larsen
 - a. No Report, President-Elect Hall reported that the EPA Reion 1 National Pollution Elimination System (NPDES) permit is out for review.
- 7) Municipal Management Association of NH – Vacant
 - a. No report, S. Kinmond advised he will reach out to their Executive Director Walter Johnson for a representative.
- 8) NH Road Agents Association – Brian Barden
 - a. No report, S. Kinmond will reach out to Benji Knapp of New Boston regarding being a Rep or inquiring from Road Agents Association for a representative.
- 9) NH Consulting Community - John Vancor
 - a. No Report
- 10) NH Public Works Mutual Aid - Alan Côté
 - a. A. Côté advised they have begun planning for 2025 training event, and he will work on his successor to possibly being NHPWA representative from NHPWMA. A. Côté advised this will be his last meeting as he is retiring at the end of the year.
- 11) NH Primex - Dave Witham
 - a. No Report
- 12) -NH Municipal Association – Vacant
 - a. No Report, S. Kinmond mentioned that maybe the President could reach out to Executive Director Margaret Burns to see if she or someone could be their representative.

VI. Other Business

- a. B. Eckstrom mentioned that the applications for Engineer of the Year and Young Engineer of the Year are out. B. Eckstrom was asked if she was still willing to serve on the review committee as the NHPWA Representative to which she agreed.

VII. Upcoming Meeting and Events

- a. Next Meeting 1/24/25 9:30 a.m., at NHMA

VIII. Adjourn

- a. A. Coté made a motion to adjourn the meeting, seconded by S. Kinmond. Motion was approved unanimously at 4:20 p.m.

Minutes by:

Scott Kinmond- UNH T2

11/14/24

Approve Date: 1/24/25