



## **New Hampshire Public Works Association (NHPWA) Board of Directors Meeting Minutes**

**June 20, 2025 – 9:30 AM**

**Location:** NH Municipal Association, Androscoggin Room

**Zoom:** [Meeting Link]

Meeting ID: 820 1993 2566 | Passcode: 436725

**Approved 07/15/2025**

### **1. Call to Order**

President Dan Hudson called the meeting to order at 9:39 a.m. and congratulated the newly elected Board members and officers effective July 1, 2025.

### **2. Roll Call – Members Present**

#### **In-person:**

- Dan Hudson, City of Nashua – President
- Christina Hall, Town of Hanover – President-Elect
- Ian Rohrbacher, City of Rochester – Secretary/Treasurer
- Aaron LaChance, Hoyle & Tanner – Member-at-Large
- Sam Fortier, CMA Engineers – Member
- Scott Kinmond, UNH T2 – Public Sector Member
- CR Willeke, NHDOT – NHDOT Representative
- John Vancor, Hayner/Swanson – Consulting Community Representative
- Krista Larson, NHDES – NHDES Representative
- Peter Kohalmi, City of Concord
- Chris Cronin, APEX

#### **Via Zoom:**

- Clint Havens, Town of Derry – NHPWMA Representative
- Britt Eckstrom, Wright-Pierce – Member-at-Large
- Adam Yanulis, Tighe & Bond – Member-at-Large

### **3. Approval of Meeting Minutes – May 8, 2025**

President Hudson made a motion to approve the May 8, 2025, meeting minutes with the following corrections:

**Section IV.a.iii – Signatories:**

- Christina Hall – President
- Ian Rohrbacher – President-Elect
- Owen Friend-Gray – Secretary/Treasurer
- Ashley Methot – NHMA Signatory Designee

**Section V.a.i – Elections / At-Large:**

- Aaron LaChance abstained from the vote.

**Motion:** Seconded by I. Rohrbacher. Motion passed unanimously.

**4. Treasurer’s Report**

**May 2025 Financials:**

I. Rohrbacher presented the report, noting the association balance of \$74,295.48. NHMA (J. Pellowe) inquired about 90 days past-due receivables. After discussion:

**Motion:** President Hudson moved to write off all membership and prior meeting invoices prior to the Annual Meeting, and to reinvoice outstanding items from the Annual Meeting. Seconded by A. LaChance. Motion passed unanimously.

**Motion to Accept the Treasurer’s Report:** I. Rohrbacher, seconded by S. Kinmond. Motion passed unanimously.

**5. Expense Reimbursements**

- **Scott Kinmond – 2025 Plow Rally & Backhoe Competition Awards (\$726.60):**  
Motion by President Hudson to reimburse \$726.60. Seconded by C. Willeke. Motion passed unanimously.
- **Aaron LaChance – Annual Meeting Swag:**  
Already approved. I. Rohrbacher to follow up on check status.
- **Marilee (UNH T2) – Notepads (\$591.86):**  
Motion by President Hudson to reimburse for association pens and notepads. Second, by C. Hall. Motion passed unanimously.

**6. Announcements, Updates, and Discussions**

**Membership:**

B. Eckstrom reported 15 individual, 82 municipal, and 15 corporate members. B. Eckstrom will coordinate with C. Hall to send membership letters and invoices.

**2025 Corporate Sponsorships:**

A. Yanulis reported good early renewal rates and noted updates already posted on the webpage by Marilee.

**Professional Development:**

Motion by S. Fortier (on committee recommendation) to award \$1,500 to Amber Hall (Somersworth DPW) for PWX attendance. Seconded by I. Rohrbacher. Motion passed unanimously.

**Annual Meeting Recap (5/8):**

Members noted high attendance and relevant, engaging topics.

**Plow Rally & Backhoe Competition Recap (5/22):**

Report by S. Kinmond. Thanks extended to organizers and volunteers. 7 plow teams participated (Hanover DPW won); 9 backhoe competitors (Antrim DPW won). Discussed revising pre-trip inspection process due to Manchester DPW conflict.

**Memorial to Public Works Employees:**

Members noted a well-staffed and successful spring cleanup.

**7. New Business****Fall Technical Meeting – Possible Topics:**

- InQuik Bridge System (preference for regionally implemented projects)
- ADA/Public Health Compliance
- Solid Waste
- AI in Public Works
- Pavement Mix Specifications
- **Tentative Date:** October 16, 2025

**Bylaws Revisions:**

President Hudson will circulate a version with track changes, including updates on quorum, Zoom, and electronic voting. Must be sent to membership 30 days in advance of vote.

**8. Partner Reports**

- **UNH T2 (Marilee Enus, Scott Kinmond, Lee Cooper):**  
Active spring training season (CCM, gravel roads, culvert installation/maintenance).  
Noted strong participation and two new leadership courses in development.
- **NE APWA (Kürt Blomquist):**  
A. Yanulis reported on the summer conference and potential for rotating locations.
- **NHWPCA (Krista Larson):**  
No report (Krista had to leave early).

- **NH Water Works Association (I. Rohrbacher):**  
Successful Drinking Water Festival. Leadership meeting well received. Upcoming workforce meeting on 6/25 and exam registrations open for Water Operators.
- **NHDOT (C. Willeke):**  
Forecasting a record year with \$80M in LPA projects, compared to a typical \$35M.
- **NHDES (K. Larson):**  
Reported (before leaving) that lithium batteries will be banned from MSW starting 7/1/25. Solid Waste Operator Training scheduled for 7/29–30.
- **MMANH (André Garron):**  
No report.
- **NH Road Agents (Richard Lee):**  
No report. Suggestion to add Benji Knapp (New Boston) as a representative.
- **NH Consulting Community (J. Vancor):**  
Next ACEC meeting on Friday; registration available online.
- **NHPWMA (Clint Havens):**  
S. Kinmond reported on the Emergency Management Conference scheduled for Sept. 25, 2025, at the National Guard Facility in Pembroke. Topics: Hazard Mitigation, Cybersecurity, Climate Assessment, and Mutual Aid 101. Free to members, \$25 for non-members.
- **NH Primex (Dave Witham):**  
No report.
- **NHMA – Vacant Position:**  
No report.

## 9. Other Business

S. Kinmond to manage awards for the Fall Technical Meeting.

## 10. Upcoming Meetings & Events

- **Next BOD Meeting:** August 15, 2025 (consensus)
- **Fall Technical Meeting:** Tentatively October 16, 2025

## 11. Adjournment

Motion to adjourn by S. Kinmond at 11:33 a.m., seconded by C. Hall. Motion passed unanimously.

### Minutes Prepared By:

Scott Kinmond – UNH T2