



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

**New Hampshire Municipal Association Androscoggin Meeting Room**

Note: Zoom Meeting- Virtual as well.

### **Meeting Minutes August 15, 2025**

**Approved 9 /12/25**

#### **Call to Order**

President Hall opened the meeting at 9:41 a.m.

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#### **Roll Call**

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

- Dan Hudson, City of Nashua – Past President
- Christina Hall, Town of Hanover – President
- Ian Rohrbacher, City of Rochester – President-Elect
- Owen Friend-Gray, City of Manchester – Secretary-Treasurer
- Scott Kinmond, UNH T2 – Member-at-Large
- Britt Eckstrom, Wright-Pierce – Member-at-Large
- Dave Witham, Primex
- Todd Connors, Kimley-Horn

##### **Via Zoom:**

- CR Willeke, NHDOT – NHDOT Representative
- Adam Yanulis, Tighe & Bond – Member-at-Large

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#### **Approval of June 20, 2025, Meeting Minutes**

Motion by D. Hudson to approve the June 20, 2025 minutes as written. Motion seconded by I. Rohrbacher. Motion carried, with D. Witham and O. Friend-Gray abstaining.

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## Treasurer's Report – July 2025

Treasurer O. Friend-Gray provided financial reports included in the agenda packet and noted total equities of **\$65,647.56**.

- Motion by D. Witham to accept the Treasurer's Report.
- Seconded by I. Rohrbacher.
- Motion carried unanimously.

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## Expense Reimbursements

- **Scott Kinmond – NHPWA Acknowledgement Gifts**  
President Hall explained that S. Kinmond was preparing recognition gifts for the October meeting.  
Motion by O. Friend-Gray to approve reimbursements up to **\$600** for gifts. Seconded by D. Witham. Motion carried, with S. Kinmond abstaining.
- **Christina Hall – Derryfield Down Payment (\$300)**  
President Hall requested reimbursement for the deposit paid to the Derryfield Country Club for the October Technical Session.  
Motion by O. Friend-Gray to approve reimbursement of **\$300**. Seconded by I. Rohrbacher. Motion carried unanimously.

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## Announcements, Updates, and Discussion Items

### Membership

- B. Eckstrom reported that solicitation for membership dues will be sent in September for the 2025–2026 budget year.
- She will coordinate with President Hall for a President's letter.
- After discussion, consensus was reached to maintain current membership rates.
- Motion by D. Witham to maintain dues at current rates. Seconded by O. Friend-Gray. Motion carried unanimously.

### 2025 Corporate Sponsorships

- A. Yanulis reported that solicitations earlier in the year were successful. He will continue outreach in September for the 2026 calendar year.

### Professional Development Program

- President Hall acknowledged a letter from S. Kinmond (UNH T2) and D. O'Neil (City of Manchester), thanking the Association and providing an overview of their use of Professional Development Program funds.

### Signatories and Transitions

- President Hall and D. Hudson outlined the process for changing bank account signatories. The transition meeting was scheduled for 11:30 a.m. the same day.

## **Bylaw Revisions**

- D. Hudson presented draft revisions concerning quorum and remote meetings. Additional areas for refinement include:
  - Terms of office for general membership and executive officers
  - Electronic voting
  - Issuance of payments in accordance with the approved budget
  - Budget process
  - Standing committees
- Members were asked to provide comments or proposed language directly to D. Hudson.

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## **New Business**

### **NHPWA Fall Technical Meeting – October 30, 2025**

- President Hall confirmed the reservation at the Derryfield Country Club.
- Potential topics include:
  - AI in Public Works – Marilee (UNH T2)
  - Pavement Design – Eric Thibodeau (NHDOT)
  - Resiliency – NHDES (I. Rohrbacher to confirm with Krista)
  - NHDOT Funding Update (10-Year Plan, Bridge Aid, HBG) – CR Willeke
  - Federal Funding Update – O. Friend-Gray to check with Congressman Pappas' office

### **NEAPWA State Awards**

- President Hall and A. Yanulis reviewed the award categories:
  - Public Works Leader
  - Public Works Agency
  - Public Works Public Official
  - Public Works Supervisor
- The Board agreed to solicit nominations and submit recommendations to NEAPWA for recognition at the October Technical Session.

### **Career Days Support**

- S. Kinmond reported that Catherine is seeking volunteers and equipment for the event.
- Motion by D. Witham to contribute the same financial support as last year. Seconded by S. Kinmond. Motion carried unanimously.

### **APWA Award Recipients**

- President Hall noted that at PWX next week:
  - Jeff Foote (Bedford DPW) will receive the Professional Manager/Engineer Award.

- City of Manchester DPW will be recognized for a DPW Project Award.

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## Partner Reports

Reports were waived due to the scheduled bank meeting.

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## Upcoming Meetings and Events

- Next BOD Meeting: **September 12, 2025, at 9:30 a.m.** (NHMA)
- Fall Technical Meeting: **Thursday, October 30, 2025 – Derryfield Country Club**

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## Adjournment

Motion by O. Friend-Gray to adjourn. Seconded by B. Eckstrom. Motion carried unanimously.

Meeting adjourned.

Minutes prepared by  
Scott Kinmond- UNH T2  
8/15/25