



BOARD OF DIRECTORS' MEETING
September 12, 2025, 9:30 AM

New Hampshire Municipal Association
Androscoggin River Meeting Room
And virtually via TEAMS

Meeting Minutes
Approved: 10/30/2025

1. Call to Order

The meeting was called to order by President Christina Hall at 9:39 AM.

2. Attendance

President: Christina Hall – Town of Hanover

President-Elect: Ian Rohrbacher – City of Rochester (via phone, left at 11:21)

Secretary/Treasurer: Owen Friend-Gray – City of Manchester (arrived at 9:50)

Past President: Dan Hudson – City of Nashua

Members-at-Large:

- Aaron LaChance – Hoyle & Tanner
- Scott Kinmond – UNH T2

Agency/Representative Members:

- CR Willeke – NHDOT (left at 11:05)
- John Vancor – IMEG (Consulting Rep)
- Kurt Blomquist – NHPWMA (NEAPWA Rep)
- Sam Fortier – CMA (PDG Committee Rep, virtual via TEAMS)

3. Approval of Minutes – August 15, 2025

S. Kinmond presented an updated version of the minutes with header corrections.

D. Hudson raised a concern about including full virtual meeting links. Minutes will only note that the meeting was hybrid (in-person and virtual, specifying platform only).

Motion: President Hall moved to approve the August 15, 2025, minutes as presented.

Second: C. Willeke

Vote: Motion passed (A. LaChance abstained).

4. Treasurer's Report – August 2025

O. Friend-Gray reported a balance of \$65,705.21. Signatories have been updated; debit cards and online access are in place.

Motion: S. Kinmond moved to approve the Treasurer's Report.

Second: K. Blomquist

Vote: Motion passed unanimously.

Expense Reimbursements (Follow-up):

- Scott Kinmond – NHPWA Acknowledgement Gifts
- Christina Hall – Derryfield Downpayment (\$300)

O. Friend-Gray will follow up with Judith (NHMA) to process payments.

5. Announcements, Updates, and Discussion Items

Membership/Website Updates:

- Reviewed terms of office; recommendation to stagger terms. K. Blomquist will research prior minutes.

- Remove Peter Goodwin as NHPWA Rep
- Update John Vancor's firm to IMEG
- Update NHPWMA Rep to K. Blomquist

Corporate Sponsorships (2025):

- Reminder: renewals due January 2026
- Add sponsor slide to presentations
- Verify sponsor list on website vs. payments received

Professional Development Program:

- S. Fortier reported no new applications; will prepare a website update

Bylaws:

- D. Hudson reported no update

6. New Business

Fall Technical Meeting (October 30, 2025 – Derryfield):

- Topics: AI in Public Works, Pavement Design, Resiliency, NHDOT Funding, Federal Updates,

Accessibility Working Group

- Registration deadline: October 23; final count to President Hall by October 25 for catering
- Agenda to include: Registration/Social (8:15–9:00 AM), Federal update (possible speakers: Hassan, Goodlander, or Pappas), Bill Watson & CR Willeke (NHDOT session)
- Speaker gifts: Padfolios

NEAPWA State Awards:

- K. Blomquist encouraged nominations; noted that self-nominations or consultant-led nominations are common

Career Days Support:

- S. Kinmond coordinated equipment delivery with Ben Crosby (Mount Vernon). Manchester will assist with plow truck/staff support
- O. Friend-Gray to confirm sponsorship amount with Judith (NHMA)

T2 Support Services:

- S. Kinmond reported budget constraints at UNH T2. Exploring AI tools for meeting minutes transcription to increase efficiency

7. Partner Reports

- UNH T2: S. Kinmond reported on fall training sessions, including Snowfighter, Snowplow 101, Green SnowPro recertifications, leadership training pilots, and CCM recertifications
- NEAPWA (K. Blomquist): Upcoming events – NE Connects (9/24), Fall Meeting (10/15, Boxborough), Holiday Meeting (12/6, Stowe, VT)
- NH Water Pollution Control Association (Krista Larsen): Report submitted via email
- NH Water Works Association (I. Rohrbacher): Legislative updates, small systems class (9/27), Fall Technical Session (10/23), Expo (11/13)
- NHDOT (CR Willeke): No report
- NH DES (Krista Larsen): Email update
- Municipal Management Association of NH (André Garron): No report
- NH Road Agents Association (Richard Lee): No report
- NH Consulting Community (J. Vancor): Engineer Excellence Award nominations due November 9
- NH Public Works Mutual Aid (K. Blomquist): Annual Conference (9/25). Outreach planned to 72 non-member communities.
- NH Primex (Dave Witham): No report
- NH Municipal Association: Vacant – No report

8. Upcoming Meetings and Events

- Virtual prep meeting for Fall Technical Session: October 23, 2025 – 9:00 AM
- Fall Technical Meeting: October 30, 2025 – Derryfield
- November Board Meeting: November 20, 2025 – 3:00 PM (followed by social at The Common Man)

9. Adjournment

Motion: K. Blomquist moved to adjourn.

Second: O. Friend-Gray

Vote: Passed unanimously

Meeting adjourned at 11:29 AM.

Meeting minutes prepared by:

Scott Kinmond – UNH T2

9/12/25