NH Public Work Mutual Aid Board Meeting

Date: February 11, 2026
Time: 9:30 AM
Location: NHMA
Library Conference Room
25 Triangle Park Dr
Concord, NH 03301
Virtual option available via Microsoft Teams

Board Meeting Minutes

Call to Order/Establishment of Quorum: Majority of the Directors (V) attending the meeting, with a minimum of three (3) Directors (V) present.

- Call to order at 9:30 AM
  - Quorum established
  - Kürt Blomquist, P.E. (V)
  - Ken Conaty (V)
  - Alan Hanscom (NV) via Microsoft Teams
  - Scott Kimmond (V) via Microsoft Teams
  - Lee Cooper (NV) via Microsoft Teams
  - Brenda Leonard (Guest)
  - Christina Rambo (Guest)
  - Judith Pellowe (Guest)

Electronic Votes

- No Electronic Votes

Secretaries Report July 11, 2025 minutes

- Meeting Minutes approved as presented.

Treasurers Report December 2025 Financials

- Financials accepted as presented.

Activations

- No Activations.

Training for Members

- K. Blomquist mentioned the potential for a Lunch and Learn session for members.
- K. Blomquist noted that the EPA Emergency Plan deadlines are coming up, these are regarding water systems that serve 50k or less. NHDES is assisting with reminding individuals that they need to finish and submit their emergency plans.

2026 Dues

- K. Blomquist stated there is about $19,300 in the bank account. This would be the fourth year of waiving dues. Dues to be waived for current member communities and new members.
- K. Blomquist motioned to approve, K. Conaty seconded, all others in favor and passed.

Moving of Support Services

- K. Blomquist discussed the outline of services that UNH T2 provides. NHMA will continue their support through December 2026. UNH T2 can assist with tasks going forward beyond December 2026.
- J. Pellowe discussed what NHMA supports currently, including managing the bank account, taking in checks, issuing checks, generating monthly financials, and managing dues when we collect them. The bank currently being used is TD Bank. J. Pellowe said she spends about three hours a month on average on these tasks.
- NHPWA is also looking for assistance in managing tasks after December 2026.
- L. Cooper mentioned that UNH T2 can assist with administrative tasks but would like to keep financial tasks separate.
    - Marilee Enus from UNH T2 will be reaching out to set up a meeting with NHPWA President and K. Blomquist.
- K. Blomquist mentioned that we will likely need to look into getting a mailbox
- K. Blomquist will reach out to other associations about support services.
- J. Pellowe mentioned that NHPWMA is straightforward and not a heavy lift. She will send a sample Excel spreadsheet to K. Blomquist. She has all the groups in QuickBooks, and she thinks we could switch to an Excel spreadsheet bookkeeping system to balance the books since we haven't collected dues for a few years.
- Most checks that are outgoing have been for the biannual conference. K. Blomquist mentioned there is an option to have the treasurer take over the financials. If anyone is interested in helping, please reach out to K. Blomquist.

New/Other Business:

- K. Blomquist mentioned Marilee's review of the member list using ChatGPT. There are about 75 communities that are not members of NHPWMA.
    - K. Blomquist will look into putting together a letter to send to these communities to remind them of the value of NHPWMA and let them know membership will be free this year. He mentioned that it would be ideal to have 90% of NH communities part of NHPWMA. K. Blomquist asked if anyone knows the road agent or director in any of these communities to reach out to them personally to invite them to join. S. Kinmond agreed that sending the letters would be helpful.
        - C. Rambo asked if the letters would be sent electronically, K. Blomquist said yes. L. Cooper mentioned that UNH T2 maintains a municipal directory and can assist with contact information if needed. A. Hanscom mentioned that NHDOT still maintains a contact list, but it is found online and no longer mailed.
- K. Blomquist will send out a message to the NHPWMA Activation Google Group for member communities to keep them engaged.

Meeting adjourned at 10:25am