



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting March 24, 2017 – 9:00 am NHDOT – Room 112/113, Concord, NH

PRESENT:

Board Members & Officers:

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| 1. Bruce Temple, President | 6. Nancy Mayville, NHDOT |
| 2. Scott Kinmond, President Elect | 7. Amy Begnoche, NH LTAP |
| 3. Catherine Schoenenberger, Past President | 8. Nicholas Cristofori, ACEC |
| 4. Dennis McCarthy, Member at Large | 9. Dave Witham, NH Primex |
| 5. Bill Boulanger, NH WWA | |

- **Call to Order:** Meeting called to order at 9:08 pm by President Temple.
- **Quorum:** 9 Board members present, quorum was established.
- **Secretary Report:**
 - *Motion* by Boulanger, seconded by Cristofori, to accept the February 24, 2017 minutes. All were in favor and the Motion passed.
- **Financial Report:**
 - A Treasurer's Report was not submitted.
 - The budget is being prepared and will be discussed in April.
 - Begnoche reported that she and Fauteux were not able to connect, but they were still going to look through old Minutes to determine if the Board had authorized the funds donated for the PW Memorial to be transferred to the Memorial.
- **Cornerstone:**
 - It was reported that the Executive Officers will be meeting with Cornerstone in the neat future.
 - Kinmond is speaking with NHMA regarding the possibility of contracting for their services. He will report on his discussions at the April meeting.
 - Temple proposes that a switch to another company take place with the next fiscal year starting on July 1.
 - After discussion, the consensus seems to be to switch as of July 1 to a new company. It was decided to wait for a formal vote until after proposals are received from NHMA and any other interested companies.

- **NH Public Works Memorial**

by Dave Rodrigue and Christine Bonoli-Stohlberg

- The current balance is \$19,764.00.
- They have pulled together the PW Memorial Committee and had 2 teleconferences. The second teleconference had a quorum and they were able to make some decisions.
 - The following Subcommittees were set up:
 - Fundraising – *no volunteers*
 - Future Maintenance – *Dave Rodrigue, Chair*
 - Volunteers – *Gary Clifford, Chair*
 - Construction – *Gary Clifford and Richard Lee, Co-Chairs*
 - Donations/In Kind – *Carl Quiram and Brian Barden, Co-Chairs*
- Rodrigue reported that he believes he can make a case to the Commissioners to break ground this summer. Once all of the Subcommittees are fully staffed, he will put together a timeline for construction and approach them.
- Rodrigue also reported that Kelsey Lee Clark (the artist) is OK with small compromises if the money is not there in the end. Schoenenberger and Kinmond state that they do not want to compromise on any details, even if things are not done right away and added later as money comes available. Schoenenberger proposes that the NHPWA Board be the Fundraising SubCommittee. Begnoche and Schoenenberger agree to act as Co-Chairs of the Subcommittee.
 - **Motion** by Kinmond, seconded by Schoenenberger, for the NHPWA Board to take the lead role and act as the Fundraising Committee. All were in favor and the Motion passed.
- Begnoche stated that she had approached Rodrigue regarding setting up a table for the PW Memorial at the Mountain of Demos, and that T2 would cover the cost of the table. It was discussed that the Road Agents' Association would likely give the table for free. It was decided that Begnoche would work with NHMA and the NHRAA to see if a table could be given for free, and if it was OK to accept donations and run a raffle for money.

- **Membership List Updates:** Begnoche will send a copy of the current List to the Board sorted by Individual/Group and sort by municipality, corporation, other. She will tally the numbers for each.

- **Newsletter**

- All articles are due 4/10/17 with the Newsletter to come out on 4/15/17.
- The following articles were discussed:
 - President's Message (*Temple*)
 - NAWIC (*Schoenenberger*)
 - MS4 (*Cristofori*)
 - Plow Rally (*Kinmond*)

- **Sponsorships:**

- Kinmond will make the changes as discussed and will send it out.
- It is decided that these should be out before the Annual Meeting and the Plow Rally.

- **Dues – Raise for 2017?**
 - The amount to charge for dues was discussed, and it was proposed that NHPWA eliminate the Individual vs. Group membership and go with varying levels depending on individual vs. municipality vs. company.
 - **Motion** by Witham, seconded by Kinmond, to approve the following structure of Dues for 2017-2018 as written, and for the Executive Officers to bring forward this proposal to the membership at the Annual Meeting:
 - \$50 Individual
 - \$100 Municipality
 - \$150 Company
 - All dues are transferrable
 - There is no limit to the number of people from a Municipality or Company
 - One Member from each Municipality and Company will be listed as a Contact

All were in favor and the motion passed.

- **Technical Meeting:**
 - Begnoche presented a Financial Report. After discussion, she will amend the Report to show additional details regarding those who paid and/or registered and send it to the Board.
 - There was discussion about moving the Technical Meeting to September, perhaps this year or for next year.

- **Annual Meeting**
 - Kinmond has followed up on his request to the Governor to have him speak, but has still not received a response. He will also speak with Jen Perry and find out how to request a Proclamation for Public Works Week, and have it delivered at the Meeting.
 - The following topics were discussed and agreed upon:
 - **Key Note if Governor does not come:** Jamie Emery from Emery & Garrett on Drought (*Boulanger*)
 - Drones (*Cristofori*) – has applied for a waiver from the Manchester Airport and will keep us posted. Mayville will get him names of individuals giving presentation at ACEC Conference.
 - MS4 – EPA doing seminar for Dover (*Boulanger/McCarthy*)
 - (*idea in reserve*) Traffic Lights (*Boulanger*)
 - Begnoche will prepare Agenda including Officer Elections, Dues and normal topics.
 - Temple and Kinmond will discuss what they wish to do for the Officer elections and let the Board know.
 - Begnoche will prepare a Registration form and send it to the Board for approval before distributing to all members.
 - Begnoche will prepare a Notice to be sent to all members regarding Dues and Officer Elections thirty (30) days prior to the Annual Meeting.
 - Golf Tournament is all set.

- **Plow Rally**
 - There will be a Site Walk on 4/20/17, and Kinmond will attend to make sure how many courses can be laid out.

- If there is one course, we can have 12 teams, with no more than 20 teams with two courses.
- Begnoche will register teams and Backhoe competitors through the T2 website.
- Schoenenberger will make brochure for teams and Backhoe competitors.
- **Other Business**
 - The Audit Committee will be meeting in April and preparing a report for the Annual Meeting.
 - After discussion, it was decided that the July Meeting would be skipped. There was also a proposal brought up to meet 6-8 times a year as a group and in the off months the Committees would meet. This will be discussed further at the April meeting.
- **Adjournment: Motion** by Witham, seconded by Cristofori, to adjourn the Meeting at 11:04. All were in favor and the Motion passed.

Respectfully submitted,

Amy Begnoche
NH LTAP Representative