



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting June 23, 2017 – 9:00 am NHDOT – Room 112/113, Concord, NH

PRESENT:

Board Directors & Officers:

1. Bruce Temple, President
2. Scott Kinmond, President Elect
3. Dennis McCarthy, Member at Large
4. Amy Begnoche, NH LTAP
5. Bill Herman, MMANH
6. Alan Cote, NH Mutual Aid

Guests:

1. Timothy Clougherty, City of Manchester
2. Dan Hudson, Town of Salem

- **Call to Order:** Meeting called to order at 9:05 pm by President Temple.
- **Quorum:** 6 Board members present, quorum was established.
- **Secretary Report:**
 - **Motion** by McCarthy, seconded by Clougherty, to accept the March 24, 2017 minutes. All were in favor and the Motion passed.
 - **Motion** by Kinmond, seconded by McCarthy, to accept the April 28, 2017 minutes. All were in favor and the Motion passed.
- **Financial Report:**
 - A Treasurer's Report was not submitted.
 - Kinmond presented a draft Budget for the Fiscal Year starting July 1, 2017. After discussion it was decided to table the Budget until the August meeting.
 - Begnoche reported that Walter from Cornerstone wanted updated letters and dues information to send out renewals. Begnoche and Kinmond will work with Cornerstone to have these sent out.
- **Nominations and Elections**
 - The following candidates were put forth for nomination as Officers, with a term to start 7/1/17 and conclude on 6/30/18:
 - Scott Kinmond, Town of New Durham – President

- Lisa Fauteux, City of Nashua – President-Elect
 - Tim Clougherty, City of Manchester – Treasurer/Secretary
 - No nominations for Officers were received from the floor.
 - **Motion** by Cote, seconded by Herman, to elect the Officers as presented in the nominations. All were in favor and the Motion passed.
 - **Cornerstone / New Administrative Quotes**
 - Kinmond had not received a Quote from NHMA. It was decided to table this and vote on it at the August meeting.
 - **NH Public Works Memorial**
 - Raffle:
 - Begnoche reported that the Raffle for a Yeti Cooler and Mugs brought in **\$705.00** for the NH Public Works Memorial. This was all brought in as cash, which was handed directly to Christine Stillwell at NHDOT for deposit into the Fund.
 - The raffle winners were:
 - Cooler Richard Patten, Jr. NHDOT District 4
 - Mug Paul Sirard Alexandria
 - Mug Randy Cichetto Loudon
 - Mug James Hewitt NHDOT District 6
 - Mug Jamie Stevens Dover
 - Begnoche reported that NHPWA spent \$289.00 to purchase the items being raffled.
 - Fundraising:
 - Begnoche reported that the following amounts has been collected by NHPWA on behalf of the NH Public Works Memorial, but that the money had never been sent to the Fund:
 - 2015 Golf Tournament **\$ 696.00 Profit**
 - 2016 Golf Tournament **\$ 548.00 Profit**
 - 2016 Harbor Cruise **\$ 1,990.00 Profit**
 - 2017 Golf Tournament **\$ 822.89 Profit**
 - After discussion, it was decided to send the profits from 2015 and 2016 to the NH Public Works Memorial Fund.
 - **Motion** by McCarthy, seconded by Cote, to send the total of **\$3,234.00** from the NHPWA Account to the NH Public Works Memorial, representing the following Fundraisers:
 - 2015 Golf Tournament **\$ 696.00**
 - 2016 Golf Tournament **\$ 548.00**
 - 2016 Harbor Cruise **\$ 1,990.00**
- **Membership List Updates:** Everyone should be looking through the lists and updating any information they know is incorrect.

- **Marketing**
 - Cote presented an idea to distill beer, have it bottled and sell it as a fundraiser. He works with Incredible in Nashua, who charge about \$3.59 a bottle, depending on the type of beer. All labels can be personalized. It brings in about \$450 profit on a 72 bottle batch sold at \$10.00 each.
 - After discussion, it was decided that Cote would make a formal presentation at the August meeting, including finding out if we would need a permit to sell liquor, and what those regulations are.
 - Begnoche showed the Board members the materials recently produced for NHPWMA. Everyone liked them and it was decided that Begnoche would reach out to the same designer used by NHPWMA to get a proposal for the cost to update all of our marketing materials.
 - It was decided that along with the Renewals being sent to current Members, a letter and brochure would be sent to all municipalities in the State to see if we can get more to join the Association. Begnoche and Kinmond will work with Cornerstone to get these out.

- **Newsletter**
 - It was decided that the Newsletter would be combined into one large one to be put out in September.
 - Begnoche will follow up with everyone who said they would submit articles with the deadline of September 1.
 - Articles:
 - Portsmouth Bridge
 - Exeter Wastewater Plant
 - I93 Corridor
 - Lebanon Airport (*Temple*)

- **Annual Meeting**
 - Begnoche reported that the Annual Meeting netted a profit of **\$970.42**. She reported that invoices had been sent and some monies were still unpaid. She will follow up on those.
 - The format was discussed and it was decided that next year the Annual Business Meeting will be held in the morning with a Key Note speaker after lunch.
 - It was also decided to set the date in August or September so that Save the Date cards could be printed and distributed as well as giving more lead time for speakers and the Governor.

- **Technical Meeting**
 - The Technical Meeting was discussed and it was decided to move it to the Fall instead of holding it in the Spring, with the first one to be in the Fall of 2017.
 - Begnoche will look for locations in Plymouth, Concord, Tilton and Laconia to see what is available on the tentative dates of 10/5, 10/17 or 10/19.

- **Plow Rally**
 - Kinmond reported that the Plow Rally went very well.
 - For next year, Kinmond has met with Richard Lee of NH RAA, and it is being discussed for the Rally to move up to the upper parking lot.

- **NH Construction Career Days**
 - NH CCD days are being held in New Boston at the Fairgrounds on September 28 & 29, 2017.
 - **Motion** by Clougherty, seconded by McCarthy, to sponsor \$1,000 to NH CCD for this year. All were in favor and the Motion passed.
 - Begnoche will notify Schoenenberger to send an invoice for payment.

- **NHMA Conference**
 - Temple reported that NHPWA had been invited by NHMA to host a session at the Conference in November. It was decided that the Board would do so, with the following ideas discussed:
 - Pavement Preservation
 - SADES – possibly a panel discussion
 - Begnoche will follow up with the whole Board via email and make sure that the deadline for the session submission is met.
 - It was also decided that the Board does want a table at the Conference, and Begnoche should apply for a space when they open this summer.
 - It was decided to discuss giveaways for the Conference at the next meeting.

- **Other Business**
 - There was a discussion regarding changing the meetings to semi-monthly or other configurations. It was decided to discuss this further at the August meeting.
 - Begnoche will request the NH PW Memorial to give an update at the August meeting.

- **Adjournment: Motion** by Cote, seconded by McCarthy, to adjourn the Meeting at 11:09. All were in favor and the Motion passed.

Respectfully submitted,

Amy Begnoche
NH LTAP Representative