



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting October 28, 2016 – 9:00 am NHDOT – G02 Conference Room, Concord, NH

PRESENT:

Board Members & Officers:

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

- **Call to Order:** Meeting called to order at 9:10 pm by President Temple.
- **Quorum:** 9 Board members present, quorum was established.
- **Secretary Report:** *Motion* by Kinmond, seconded by Boulanger, to accept the August 19, 2016 minutes. All were in favor and the Motion passed.
- **Financial Report:**
 - A Treasurer's Report was not presented.
 - Temple stated that the Officers had met recently to go over the Treasurer format, how to handle the finances, and policies. They also discussed a budget for the next year; Kinmond gave Fauteux his draft budget and she said she would prepare a proposed draft for next year.
 - Cornerstone currently charges \$40 for bookkeeping/Admin services, and \$50 for Walter's services. It was decided that the Board would start to look into other services, including NHMA to see what their prices are.
 - It was announced that Temple and Begnoche would be meeting with Walter at Cornerstone the day of the meeting and they would report back regarding this meeting at the next Board meeting.
- **Membership**
 - Begnoche will send a current copy of the Membership List to the Board, and have a printed copy available at the November Board meeting.
 - It was discussed that the Board needs to work with Cornerstone to keep the membership list updated and to send it out regularly or share it on Dropbox or

other service. Temple and Begnoche will bring this up at their meeting with Cornerstone.

- **Newsletter: *Deadline for Articles is “mid-November”***
 - Begnoche reported that no one had submitted articles. Due to this, it was decided that the Newsletter would be published at the end of the year as a “Holiday” issue.
 - Kinmond noted that it would be a good idea for us to send an electronic copy of the newsletter to all the elected officials at the state. Begnoche stated that she would put together an email list and send it to the officials.
 - The following articles were discussed:
 - President’s Message (*Temple*)
 - Block Grant (*Mayville*)
 - Snow Plow Safety (*Witham*)
 - The following articles were noted from the August meeting; it is intended that these will also be written and submitted:
 - Broad Street Parkway (*Vancor*)
 - LED’s (*Fauteux to get someone to write this*)
 - Consultants (*Vancor*)

- **Plow Rally:**
 - Schoenenberger reported that there was still \$400 outstanding, but it was coming in. The final budget for the event was a loss to the NHPWA of \$2,200.
 - Witham noted that there was “lots of milling around.” He suggested that perhaps we should have more value added to the event? This was discussed and many agreed that there didn’t seem to be enough to do for everyone.
 - Kinmond suggested that we attempt to attach it to the Mountain of Demos, which takes place in late May. After discussion, all Board members agreed to make this change. Several Board members have staff who are on the Board of the Road Agents Association and they will make a request to have this discussed by the RAA.
 - The gear for the Plow Rally is currently being stored in New Boston. Temple stated that he would reach out and have the gear moved to his location in Lebanon. If the Rally is moved to the Mountain of Demos, the Board decided to talk with the RAA and see if it can be stored with their gear for that event.

- **Construction Career Days:** Schoenenberger reported the following:
 - 1,077 students in attendance
 - 24 pieces of heavy equipment
 - 80 vendors
 - Chronicle was at the event both days and did a piece on their show
 - There will be a wrap-up meeting on 11/9 at Manchester Community College.
 - The CCD will not be asking for the \$1,000 sponsorship that had been approved by the Board.

- **NHMA Conference:**
 - Begnoche reported that NHPWA had been assigned Booth #407. She also reported that she had ordered “Hard Hat Squishy Toys” as giveaways and that they had just been delivered to her office the day before.

- There was discussion as to why NHPWA had not been contacted to present a Technical Session. Herman stated that he would look into this.
 - Begnoche stated that she would find out who they have as a contact, because it has been stated that they have Beth Hamilton's contact information, which is no longer valid. Begnoche will have it changed to her information.
- **Committee Reports**
 - Begnoche will send a list of the Committees and Committee Members to the Board before the next meeting, where they will be discussed and updated.
 - There was discussion regarding the NHPWA Appointee to the NH Public Works Mutual Aid Board. Boulanger stated that he would do it, but that he was already on the NHPWMA Board and they would have to approve him. Pending that approval, *Motion* by Witham, seconded by Quiram, to appoint Boulanger to the NHPWMA Board. All were in favor and the Motion passed.
- **Technical Meeting**
 - It was decided that the meeting would be held in the 3rd or 4th week of March, 2017 at the Grappone Center in Concord. Begnoche will work with the Grappone to set up dates and will forward this information to the Board.
 - There was discussion regarding corporate sponsorships, and the Board will discuss this further.
 - A possible theme of "Paving" was discussed, but not set in stone as the Board will discuss topics for the Technical Meeting at the next few Board meetings.
- **Annual Meeting**
 - It was decided that the meeting would be held in the 2nd week of May, 2017 at the Derryfield Country Club in Manchester. Begnoche will work with the Derryfield to set up a date and will forward this information to the Board.
 - As NHPWA has done in the past, it was decided to hold a Golf Tournament after the Meeting to benefit the Memorial Fund. Quiram will contact the Derryfield to set this up.
 - Topics for the meeting will be discussed at upcoming meetings.
- **Other Business**
 - After discussion, it was decided that the next Board Meeting would be held on November 17 at The Athens Restaurant in Manchester. Begnoche will contact the Restaurant and reserve a long table and arrange for the Board to order off the menu. The ACEC Conference is scheduled for April 13, 2017. There will be a planning meeting in September, at which time they will likely be putting out a call for speakers and/or topics.
 - There was discussion regarding attendance at Board Meetings. It was decided to leave the meetings on the 4th Friday, but to skip the July and December meetings. If attendance continues to be a problem, there was discussion to change the meetings to quarterly instead of monthly.
 - Quiram stated that the APWA does a yearly Sponsorship instead of for each event, and suggested that the Board look into doing something similar. It was decided that he would provide the information at the next meeting where it could be discussed.

- **Adjournment: *Motion*** by Schoenenberger, seconded by Quiram, to adjourn the Meeting at 10:29. All were in favor and the Motion passed.

Respectfully submitted,

Amy Begnoche
NH LTAP Representative