NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting

August 24, 2018- 9:00 a.m.

NH Municipal Association at 25 Triangle Park Dr., Concord, NH

I. Call to order 9:13 AM by Scott Kinmond and establishment of a Quorum

II. Secretary Report
   a. Motion by Clougherty to approve June 22, 2018 meeting minutes, seconded by Fauteux, all in favor and passed

III. Treasurers Report
   a. Kinmond motion to accept Treasurer’s report, Hudson so moved, Fauteux second, all in favor- passed
      i. Member income resulted in significant change from May
      ii. Reviewed Annual Meeting, Sponsorship, Golf Outing accounting
   b. NH Public Works Employee Memorial
      i. Kinmond motion to disburse $125 of each Bronze Sponsorship to PW Memorial and $125 from Silver sponsorship in retro and through 2018, Hudson second, all in favor
         1. 6 sponsorships at $125, Kinmond motion to authorize $750 to be sent to PW Memorial, Clougherty second, all in favor
            a. GeoInsight, Underwood, Weston and Sampson, HTA, HCl, and Comprehensive Environmental
            b. Fauteux will send thank you notes on behalf of NHPWA to sponsors
      ii. Will also distribute $559.20 from PW Golf Memorial to PW Memorial
         1. $1309.20 from sponsorships and golf
      iii. Clougherty motion to authorize NHMA to forward donations made through GoFundMe/PayPal in amount of $3544.46 to NH Public Works Memorial, Fauteux seconded, all in favor
   c. Kinmond will send board the 2018 financials YTD against 2018 budget

IV. New Business
   a. Audit Committee Appointment- Bill Herman & Dennis McCarthy will review plan for 2017 and 2018 and connect with Clougherty and Judith Pellowe
   b. Technical Session- September 18th at Derryfield, $60 per person
      i. Topics
         1. Four 45 minute sessions
            a. 9:15-10:00 first session, 10:00-10:45 second session, 10:45-11 break, 11-11:45 third session, 11:45-12:15 networking and lunch, 12:15-1:00 fourth session
            b. 9:00 Opening Remarks- Scott Kinmond
            c. 9:15-10:00 First Session Sanborn Head- PFAS Concerns for Municipalities
            d. 10:00-10:45 Second Session Stantech re automated vehicles and impact on planning future roadways
            e. 11:00-11:45 Third Session- World Tech Engineering- Michael Pompili re MUTCD Compliance, pavement marking
f. 12:15-1:00 Fourth Session VeoRide re dockless bike systems (Julie Chisma City of Nashua will review Nashua’s launch)

g. Consider someone to summarize PWX show - Clougherty will identify someone

ii. Food type- Clougherty will review menu options with Derryfield

iii. Cost $60.00

iv. Goodwin update on PW Memorial before lunch speaker

v. T2 to coordinate:
   1. Printing Name Tags
   2. Printing Agendas
   3. Bring Pens, NHPWA Notepads and Brochures, Computer, Projector
      a. Derryfield will have microphone
      b. Speakers to bring their presentations on thumb drives
   4. Sign up sheet for email list

vi. Maple Syrup for speakers (six additional)- Kinmond to procure

vii. Registration and payment tables staffed through T2, representatives from Clougherty and Fauteux’s teams will also support registration
   1. Confirmed use of online registration, not paper form (can also call T2 to register)
      a. T2 provides a registration confirmation email with details

   c. Newsletter
      i. We will do a newsletter after each meeting Technical and Annual – Hudson will lead
         1. LaFond to send copy of last issue (Fall 2017) for reference

   d. Trailer for NHPWA equipment for Plow Rally
      i. Board has authorized $2500
         1. Have an option for a used one that fits within this range
      ii. Kinmond identified a new 6x12 option (with barn doors) for $3195
         1. Might minimize maintenance or repair costs
      iii. Clougherty made motion for up to $3500 for purchase of new trailer, Fauteux second, all in favor
         1. Clougherty will manage printing of vinyl NHPWA logo for trailer
            a. LaFond to send logo to Clougherty
         2. Board discussed and will continue to consider registration, inspection, and insurance options

   e. Reviewed opportunities to expand participation in Board Meetings
      1. Email list sign-up sheet at Technical Meeting for communicating to broader audience through new Google Group for membership
         a. Currently one email per member organization
      2. Gather registration confirmation emails for mailing list
      3. Invite representatives to attend meetings
      4. Include invite to board meeting for those attending Technical Meeting

f. Contribution for Construction Career Days
   i. Clougherty made motion to make a donation equal to the amount of 2017- Fauteux seconded, all in favor

V. Old Business

   a. Committee reports
      i. NHPW Employee Memorial- Goodwin
         1. DOT began construction and granite is on order and should be in place by end of year. Benches being made from Manchester donation of granite. Fauteux-Nashua and Clougherty-Manchester can assist with landscaping and paving if needed.

      ii. Legislative-
         1. Inquiry into who receives the ACEC legislative update and can share it
iii. Partner agency reports
   1. UNH T2 Update of LTAP initiatives, seeking contributors for newsletter, workshops and round tables, demos
   2. September 27 - 28 2018 NH Construction Career Days

VI. Other Business
   a. LaFond to check with NHMA regarding vendor opportunities at November conference

VII. Adjourned 10:59 AM.

Meeting Schedule:
• September 18, 2018 following Technical Meeting at Derryfield