



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
 - a. Members Present: Pres. Scott Kinmond, Pres. Elect Lisa Fauteux, Peter Goodwin, Dan Hudson, Treasurer Tim Clougherty, Marilee LaFond, Judith Pellowe NHMA
- 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, HCI, 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 seconded, 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