



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting

October 26, 2018- 9:00 A.m.

PRIMEX

Concord, NH.

Meeting Minutes

I. Call to order / Establishment of a Quorum-

President Kinmond called the meeting to order at 9:18 a.m.

Quorum of: Pres. Kinmond- New Durham, Member Dan Hudson- Salem, Member Christina Hall- Lebanon, Representative Peter Goodwin- Ted Berry Co., Representative John Vancor- Hayner/Swanson, Representative Nick Cristofori- Comprehensive Environmental Inc. and host Representative Dave Witham- Primex.

II. Secretary Report

a.) **Approval of September 18, 2018 Minutes-** Member Hudson made motion to accept the minutes of 9/18/18. Member Hall seconded the motion. Motion passed.

III. Treasurers Report

a.) **Budget 2018-2019-** Treasurer Clougherty was not present, so the Treasurers report was tabled.

IV. New Business

a.) **Communication Update-** Marilee was unable to attend the meeting but did advise that she has sent a google poll for sign up for the booth coverage. Member Hudson advised he could probably do some booth coverage after the meeting on Wednesday 11/14. Member Hall advised that she is still not receiving messages through the NHPWA google group.

b.) NHMA Conference (11/14 & 11/15)

1. Board Meeting 11/14 12 noon- Thirsty Moose- Elm Street

2. Booth staffing- Doodle

President Kinmond an overview of the NHMA conference and booth coverage, and for folks to sign up if able to cover. President Kinmond will be attending the conference and will be in and out of the Booth.

c.) Plow Rally trailer purchase update

1. Lettering

2. Registration

President Kinmond reported that the trailer has been purchased, and delivered to Manchester. Pre. Kinmond reported that Sec./Treas. Clougherty went to CCD and retrieved the plow rally props. It is not known as to who will register the trailer. Rep. Witham advised for insurance purposes it would be best for the trailer to be fleet registered.

d.) **Letters to Commissioners for Agency Representatives.** - Pres. Kinmond reported that he hasn't had a chance to do the letter for the agency representatives for NHDOT, NHDES, NHRAA etc. He did advise that he has spoken with Commissioner Scott of NHDES who indicated he would be interested in attending and participating. President Kinmond will work on the letters. Member Hudson advised he would double check with CR regarding the NHDOT Rep position.

V. Old Business

a.) Committee reports

i.) Training & Education- Chair. John V.

a.) Plow Rally May 2019 @ Mountain of Demos- Mt. Sunapee

b.) Technical Training Session – September 18th, 2018 9-1p

c.) NHMA Booth & Session- Nov 14 & 15 2018

c) Annual Meeting 2019

Rep. Vancor reported that he has been brainstorming regarding the spring training session and has spoken with Marilee regarding a survey to folks for type of programs they would like to see. Rep. Vancor would like to have a theme of 1- Technical, 1- Operational and 1-Future technology of the field. Rep. Vancor will also work with ASCEC regarding the survey on the engineering side as well. Rep. Vancor also spoke on this year's CCD program, and said it was again a great year and very successful. He commented that he has been impressed with the students conduct who attend as they appear to be engaged and very much interested in the activities.

ii) NHPW Employee Memorial- Peter Goodwin

Rep. Goodwin reported that the Memorial construction has gone well, and the site is awaiting the black granite panels and the plantings. He said that that the Granite is slated for late November. There has been some discussion of the ribbon cutting in May 2019

iii.) Legislative- Chair Alex K- No Report

iii.) Membership, Outreach, Nominating & Audit committee- Co-Chairs- No Report

iv.) NHPWMAA & Emergency Management- Chair Alan C.- No Report

v.) Workforce Development & NHCCD- Chair Catherine- See above report by Rep. Vancor.

vi.) Partner agency reports- Rep. Goodwin reported that the NHWPCA winter meeting will be in Keene on December 14, 2018.

VIII. Other Business

a. Tour of the Primex Foundry- President Kinmond Thanked Rep. Witham for hosting the meeting at Primex and turned the meeting over for an overview of Primex's operations, mission and risk management training. Rep. Witham provided an overview of the Primex's operations which is the main municipal insurer for Property & Liability, Worker's Compensation and Unemployment. He explained that that the agency has a great investment in risk management, and a few years ago created the Foundry Training facility which has simulation areas for law enforcement use of force, vehicle operations and DPW simulation areas for confined spaces, lock out tag out, lifting, traffic control etc. The facility also has areas for training in HR, supervisory and other scenario based activities with observation areas with video recording. Pres. Kinmond participated in a couple law enforcement use of force scenarios in the use of force simulator. It was a great experience and tour. Many thanks to our partners at Primex and Rep. Witham.

IX. Adjournment- Motion was made by Rep. Goodwin to adjourn, and seconded by Member Hudson. Motion carried 7-0.

Meeting Schedule:

November 14, 2018 12 noon – NHMA Conference- Thirsty Moose, Elm Street, Manchester.
Meet at the NHMA Booth at 11:30 a.m.