



NH PUBLIC WORKS ASSOCIATION

Board of Directors

Meeting April 27, 2018-

9:00 a.m.

Manchester DPW Facility, Manchester,
NH

MEETING MINUTES

I. Call to order- Pres. Kinmond at 9:03 a.m.

a. Establishment of a Quorum

i. **Members Present:**

- Pres. Kinmond,
- Pres. Elect Fauteux
- Stephanie Cottrell
- Marilee LaFond
- Treasurer Tim Clougherty
- Nick Cristofori
- Alan Cote

ii. Visitors Present:

Erin Holmes, DES
Rick Skarinka, DES
Johnna McKenna, DES
Gary Lynn, DES
Mark Gomes

II. Secretary Report

- a. Approval of March 2018 Minutes- Motion by Tim Clougherty to approve the minutes, seconded by Lisa Fauteux. Motion passed.

III. Treasurers Report

- a. Pollution association sponsorship
- b. Deposit for Derryfield
- c. Not receiving bank statements- looking into this
- i. Citizens Bank- who was getting them before?
 - ii. **Tim to touch base with Judith at NHMA**
 - iii. Scott Go Fund Me has been waiting for verification via bank statement to be able to process donations

IV. New Business

- a. Rick Skarinka and team from NHDES spoke regarding asset management for water systems and new capital financing program for PW
 - i. Includes Public Drinking and Ground Water Trust fund
 - ii. \$55 million settlement MTBE project
 - 1. Differences
 - a. Ground water trust fund- dollars in fund are invested
 - b. SRF things that cannot be addressed here, can be through GWTF
 - 2. History given leveraging other programs (Loans, town) on SRF
 - 3. Land trust fund- to preserve land that protects drinking water
 - 4. Workshop DES last week about those funding programs, eligibility for funds
 - a. Workshop recording is available online
 - b. NHMA is doing a 1 hr workshop on same topics on 5/16
 - 5. Deadline for fund applications is 6/15
 - a. Decision of distribution is made by Advisory Commission (not DES) (*GET NAMES)
 - i. Rodney Bartlett
 - ii. Senator Morse?
 - iii. David Paris
 - 6. Asset management program is backbone for a community to move forward
 - a. Know your history and projections of needs
 - i. Louise Dornou
 - b. A condition of SRF program is to have an asset management program
 - 7. Messaging- search any other funds first before going to SRF/ground water trust fund
 - 8. Requiring a specific plan for the asset management plan for the section/area that is being funded by rust fund
 - 9. Opportunity for a collection of towns to put a collaborative proposal together for funding
 - 10. Working on how to: funding for private well water quality testing
 - 11. DES- setting up an online dashboard of H2O rates vs. cost of maintenance
- b. Board member officer/member seat expiring
 - i. **Scott* create a ballot for election/voting (Done by Stephanie)**
 - 1. Officers
 - a. Tim
 - b. Lisa
 - c. Scott
 - 2. Directors
 - a. Dan Hudson
 - b. Lisa
 - c. Scott
- c. Annual Meeting 5/17, Derryfield Country Club, Manchester (8:30a-1:30p)
 - i. Topics
 - 1. Speaker gifts- Scott purchased maple syrup
 - a. **Steph*- to bring**

- i. note pads, pens
- ii. A/V equipment
- iii. Name tags

2. Agenda

- a. Governor Sununu keynote speaker, signing proclamation and importance of public works
 - b. One Hour, Fifteen Minutes- NHDES Available Funding for Drinking Water, Groundwater, and MbTE Contamination Mitigation
 - i. Gary S. Lynn, P.E., Johnna McKenna, & Rick Skarinka
 - Suggest having handout materials to support presentation (will help trim time also)
 - Scott suggests to bring back DES for tech meeting to review process, provide feedback received from round 1 of SRF/Trust fund process
 - DES- will send Scott list of topics and presenters
 - c. 30 minutes Public Works' Role in an Emergency
 - i. Justin Kates, Director of Emergency Management City of Nashua
 - d. 30 minutes Municipal Cost Recovery for Degradation of Roadways
 - i. Tim Clougherty, Deputy Public Works Director City of Manchester
 - e. Optional if needed- Nick with MS-4 Permitting update
- ii. Registration
 - 1. Cost \$60 flat rate
 - iii. Sponsorships
 - 1. One sponsorship thus far
 - 2. Stephanie to remove deadline date from sponsor form and resend to membership as reminder of opportunity
 - iv. Discussion regarding publicity of annual meeting
- d. Kurt B – discussion like of a focus group regarding DES wetlands rules
 - i. Open comments closed
 - ii. DES would like to create a focus group of municipal/PW groups
 - 1. Tim – feels NHPWA should create the focus group rather than let DES determine
 - a. Suggests sending a poll to PW.net about who would be interested w/date time of 1st meeting
 - 2. Lisa – would send Amy Gill – Nashua Engineer
 - 3. Scott NHPWA would be interested
 - iii. Goals of DES Wetlands. Rules
 - 1. Finals rules by late fall
 - iv. Tim suggests NHPWA sends letter of focus group results
 - v. *Mark – DES to send email of interest to PW.net to pull PW focus group together
 - e. Audit Committee- Bill Herman, Dennis McCarthy agreed to be on committee to meet w/ NHMA
 - i. Alan makes motion to appoint, Tim 2nds, all in favor
- f. Plow Rally
 - i. Road agents assoc meeting to discuss location of rally from down low to upper left in direct view from mtn of demos
 - 1. NHRAA- felt good idea – more vendors parking to lower left
 - ii. Bruce Temple- supply equipment
 - 1. Scott * check w/ Goffstown for pre-trip test truck
 - 2. *Contact previous volunteers
 - iii. Dave Witham – Primex will have someone there

- iv. Sarah Jones – check in/direct competitors
- v. Set up 5/23 around noontime *volunteers needed
 - 1. 5/24
 - 2. Table/chairs/easy up – Scott will bring
 - 3. Still looking for used utility trailer to store NHPWA things 6 x 10, 6 x 12

V. Old Business

- a. Committee reports –
 - i. Peter: 12 Organizations coordinated at NHPWCA- Water Week Congressional Meetings
 - 1. Reference Scott's letter
- b. NH waste water activities (reference Scott's letter)
- c. Memorial update – Dave Rodrigue – holding monthly meetings (see attached email announcement)
 - i. \$24k currently raised
 - ii. GoFundMe up and active
 - 1. Push through social media
 - 2. DOT encourages each employee to donate \$20 as a challenge
 - 3. Dave asking municipalities to push employee \$10/each
 - iii. Kurt B – capital campaign – supplies, engineers
- d. Amazon Smile up and running
 - i. *Steph- get email messaging from Chris/Dave on DOT challenge

VI. Adjournment

Alan made a motion to adjourn, which was seconded by Nick and the meeting was adjourned at 11:04 a.m.,

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Minutes by: Stephanie Cottrell, Marilee LaFond

** Note action items of assignment are in red text.

From Peter Goodwin:

NHWPCA- Water Week Congressional Meetings was a couple weeks ago. First time in several years that 12 organizations coordinated (NACWA, WEF, APWA, AWWA, ASCE, ACEC, etc.....). Great link:

<https://www.waterweek.us/resources/>

Summer Outing Ellacoya State Park 6/22

Ocean Fishing Networking 7/13 Hampton

Ops Challenge Golf 8/2

Fall Meeting Concord WWTF 9/14

NHWWA- Charity Ross ED and 2 BOD joined NHWPCA as a team for Water Week

Fisher Cat Outing 6/28

Trade Show 10/25

NHPWA Memorial - David Rodrique from NHDOT is holding monthly meetings and is in charge of implementation once 80k of donations are in hand. Currently at 24k. Need a major push for PR for the Memorial Fund. A fantastic GoFundMe page is up and active looking for 30?K We need all our Association members to push through social media. NHDOT is pushing their 1600 employees to donate \$20 each with hopes of 50% or \$16k. We need to do another round of PR with this GoFundME page to all of our members and their respective Towns to donate \$10 and even with a 25% return will see a significant dollar amount. Kurt Blomquist is leading another Capital Campaign with major Public Works vendors, suppliers, contractors, and engineers in hope of? \$20k. Anyone with knowledge of fundraising is asked to join the working group. Let me know.

NHPWA Spring Meeting Golf- Adam Yanulis T&B and I have met and once notice goes out will contact golfers and sponsors in hopes to increase from 24 to 36 golfers and 10sponsors. This will increase donation to Memorial from last year.