



**Board of Directors Meeting**  
**January 26, 2018 – 9:00 am – NHDOT – Room 112/113, Concord, NH**

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**PRESENT:**

Scott Kinmond, President,  
Lisa Fauteux, President-Elect  
Tim Clougherty, Secretary/Treasurer  
Bill Boulanger  
John Vancor  
Catherine Schoenenberger  
Nick Cristofori  
Dan Hudson  
Alan Cote  
John Trottier  
Stephanie Cottrell **\*\*Recording Secretary for the presented minutes here\*\***  
Peter Goodwin

***\*\*Going forward, suggestion that that Recording Secretary duties rotate/share among members***

**Call to Order:** Meeting called to order at 9:06 am by President Kinmond

Quorum was established

Minutes from previous meeting (11/15/17) presented-Motion to accept by Cote them, 2<sup>nd</sup> by Belanger; Trottier and Schoenenberger abstained; all others in favor.

**ACTION ITEMS:**

- Kinmond-to send Oct/Nov minutes to Cottrell to add to website
- Cottrell-add Oct/Nov minutes to website

**Treasurer's Report:** Financials of December 31, 2017 reviewed, filed for Audit

- Clougherty reported that Cornerstone will be terminating management services as of February 28, 2018
- Kinmond presented the proposal for management services from NH Municipal Association (NHMA); motion to adopt the agreement and enter into contact with NHMA as discussed by Belanger, second by Cote, passed unanimously.

**ACTION ITEMS:**

- Kinmond will sign proposal, work to set up transition meeting w/NHMA; including the defining of "duties" between NHMA and T2. **\*\*See Appendix A attached\*\***
- Kinmond to send to Cottrell the NHMA proposal to attach to minutes
- Schoenenberger to go to Citizens Bank for new signatory card to add Kinmond, Fauteux and Clougherty; removing Walter Perry, John Trottier and Bruce Temple

- Schoenenberger that the 2016 990N postcard is complete; only tax filing requirement and deadline is five months after the end of fiscal year (June 30<sup>th</sup>); 2016 filing is complete. 2017 990N will be due no later than November 2018 (for 2017).

#### **PW Memorial Fund:**

Cottrell invited to be on the official DOT committee

Motion to allow NHPWA Tax ID # be used to set up AmazonSmile and/or GoFundMe accounts to as fund raising venues for PW Memorial by Cote, second by Trottier. NHDOT currently holds the funds. NHPWA would transfer funds to the DOT.

#### **ACTION ITEMS:**

- Goodwin will relay this decision.
- Further discussion on how to instruct people to sign up, and better description for the why needed via letter of support

#### **Society of Professional Engineers: Scholarship Review**

NHPWA will be asked to nominate a Professional Young Engineer; Hudson stated there is a rule change from just employers nominating own engineers to Prof. Associations making nominations; he offered to help be a point person

Trottier is the NHPWA rep on Selection Committee

#### **ACTION ITEM:**

- Kinmond to send to Hudson SPE scholarship nomination information

#### **Sponsorships:**

March 1<sup>st</sup>- a solicitation for sponsorships-to go to contractors, engineer firms, beyond member list, etc.- for support of trainings, meetings (via NHMA)

#### **ACTION ITEMS:**

- Kinmond asking for private company suggestions w contact info
- Kinmond to send Sponsorship Levels description to Cottrell to post to website
- Kinmond to draft letter for sponsorship, to be approved by Board

#### **New Association Logo:**

#### **ACTION ITEMS:**

- Cottrell send new completed (final) logo to Kinmond
- Cottrell to update website reflecting new logo

## Spring Technical Meeting:

Suggested date: March 29th

Location: NHMA, if available, including facility w catering (First Impressions, Washington St Café, Tidewater): **Kinmond to find out which dates available at NHMA if space is available there**

Possible sessions: Bruce Temple, John Vancor-Chairs of Tech Mtg. Committee

- Belanger: Brine-contact SIMA
- Clougherty: Presentation established fees for degradation of roads by contractors (it was challenged in court and Manchester won)

**Annual Meeting:** Suggested dates: May 10<sup>th</sup> or 17<sup>th</sup>

- Location: Derryfield Country Club, **Clougherty to check on availability**
- Time line: 7am-2pm: light breakfast, full lunch buffet, golf tourney (PW Memorial Fundraiser) to follow

### ACTION ITEMS:

- **Kinmond to invite the Governor when date is known**
- **Golf Tournament: Goodwin to coordinate: Cottrell to send golf/meeting docs to Goodwin & Kinmond**

## OTHER BUSINESS / DISCUSSIONS

Kinmond read Thank you note from Carl Quiram

**Committee reports:** may have to amend bylaws to state committees to be flexible /formed as needed

New England APWA Summer Conference: June 13-15, Cape Cod

Legislative breakfast on March 7<sup>th</sup>. Several Associations contributing; motion for NHPWA to fund breakfast same amount as last year by Belanger, second by Trottier, passed.

Goodwin noted: NH Water Pollution Control Permitting committee is getting assistance from PW Waterworks committee; NH Waste Water Association: 60 % of waste water ops in NH are over 50 yrs. old while other are older than 60 yrs. There is a critical need for workforce development

**\*\*Other points of discussion:**

Looking at military vets to help build waste water and water works workforce

Trying to get certification credits: 5 yrs. In military gains 1 yr. of credit toward certification (MA & ME already doing this.)

Internship programs-3 to 6 months in length to host student w no pay or hire commitment; dept. of labor issues; possibly offering \$2000/month to help pay for internship.

### ACTION ITEM:

- **Goodwin to send Cottrell details**

Belanger/Goodwin:

P4 issues-especially on seacoast-bill to push level which impacts municipalities-taking a \$\$ hit for removal; Charity Ross-Executive Director, NH Water, direct any concerns, thoughts to her. Looking to get state to start writing rules vs EPA doing that; the state is looking into the costs; lots of PW communities are in support of this; EPA tends to use those states where they have legislative rights as testing grounds for new rulings/restrictions, etc.; the business/private sector is pushing for EPA oversight.

Belanger is working with storm water center and Jamie Houle on MS4 (Municipal Separate storm systems) permitting; Dover is fighting the MS4 permit; Thelma (EPA rep.) is giving seminars on MS4 permits/compliance; Seacoast storm water coalition are submitting documents together for same format, same message; permitting is based on population density.

### **Legislative Update**

Vancor: ACEC Alex Koutroubas writes about all legislation updates

#### **Action Item:**

- Vancor to send updates to NHPWA BOD via group email

NHPWMA Conference, Oct. 4<sup>th</sup> at NHDES.

Next NHPWA meeting 2/23-NHDOT

Cote motions to adjourn, 2<sup>nd</sup> by Schoenenberger, all in favor, 11:34 am

## **Appendix A: Discussion on LTAP/NHMA responsibilities:**

LTAP to do registrations of events-No \$ handling, all fees to go directly to NHMA  
Clougherty asked that the group be more cognizant of budget lines, so we don't go over budget.

Past LTAP responsibilities:

Take Meeting minutes and distribute

Organizing tech and annual mtgs.

Registrations, printing and venue coordination

Web support

Plow rally registration

Store giveaways

Edit, print, distribute newsletter.

LTAP Responsibilities it can offer:

Cottrell said that, with planning, she will still edit newsletter, asked for all materials to be collected by another person and delivered to Cottrell.

LTAP can still store giveaways

LTAP can still do registrations, as database is already in place.

May be able to help with web support; quick discussion about hosting own website that LTAP has a link to.

Will NHMA be doing printing and mailings for events?

Can support at events with registration check ins, point of contact, set up.