



## NH PUBLIC WORKS ASSOCIATION

### Board of Directors Meeting

January 25, 2019- 9:00 A.M.

NHMA

25 Triangle Park Dr.

Concord, NH.

### Meeting Minutes

- I. Call to order / Establishment of a Quorum 9:09 am
  - a. President Scott Kinmond called the meeting to order at 9:09 am
  - b. Quorum of: President Kinmond -New Durham, Bill Boulanger - City of Dover representing NH Water Works Association, Lauren Byers - City of Nashua, Dan Hudson - City of Salem as Member at Large, President Elect Lisa Fauteux - City of Nashua, Treasurer Secretary, Timothy Clougherty - City of Manchester, David Witham as Representative from Primex,, John Vancor from Hayner/Swanson on behalf of ACEC as Representative Member of the NH Consulting Community, C.R. Willeke, P.E. Municipal Highway Engineer from NHDOT as Representative from the NH DOT, Christina Hall - City of Lebanon as Member At Large, Rick Riendeau - Town of Milford as Representative from NH Road Agents Association, Marilee LaFond as Representative from UNH T2
- II. Secretary Report
  - a. Approval of November 14, 2018 Minutes
    - i. Rep. Boulanger made a motion to approve, Member Hudson second, all in favor to accept minutes
- III. Treasurers Report
  - a. 2018- over budget relative to income and under budget relative to expenses
    - i. About \$2500 in receivables
  - b. Recommended budget for 2019 for expenses and revenues (Expenses 20911.61 and Income 24223.98)
    - i. NHMA proposed 2% increase of fees in latest contract
    - ii. \$1500 for Plow Rally
    - iii. Decision to leave Training and Education line item at \$1000, as well as Sponsorship line at \$1000
  - c. Reminder to encourage sponsorship, including that President Kinmond will reach out to 2018 Sponsors about interest in continuing, and Rep. La Fond will update website following that process
- IV. Rep. Riendeau spoke to Plow Rally at Mountain of Demos
  - a. NHPWA contribution of \$250- Rep. Witham motion, Rep. Boulanger second, all in favor
- V. New Business
  - a. Pres. Elect Fauteux introduced Lauren Byers- opportunity for NHPWA to leverage Byers's experience in Public Relations
- VI. Speaker Engagement for NHPWA Events
  - a. T2 provided potential training topics for user survey to drive NHPWA speaker engagement
  - b. Rep. Vancor will follow up with Board for further discussion
  - c. CDL- ELDT rule effective 2/2020 – T2 to provide figures from survey to understand impact

- d. Rep. Witham motion to sponsor NHPWCA Legislative Breakfast (\$250), Rep. Boulanger second, all in favor
- e. Discussion to facilitate info sharing about water, wetland, waste water legislative standards and updates, impact
- f. NHMA Administrative Services Agreement
  - i. \$3,916.80 annual (\$326.40 monthly) to provide financial accounting services and maintain membership list
  - ii. Rep. Boulanger motion to approve, Rep. Witham second, all in favor
- g. Technical Session tentatively scheduled for 10/3 (prior date conflict 9/26- Construction Career Day)
  - i. Treasurer Clougherty to confirm with Derryfield, once set, T2 to send Save the Date
- h. Rep. Boulanger motion to vote appointment of Jim Major, Concord DPW to NH PW Memorial Committee, Rep. Witham second, all in favor
- i. NHPWMA- Rep. Boulanger - working with NH Homeland Security to consider how to best support communities in need
  - i. Rep. Witham said Primex is working with members to encourage implementation of fire monitoring systems and/or sprinkler systems, use of battery disconnect switches on vehicles, shutting down equipment at end of day, to reduce vehicle fires spreading to full shed
- j. Member Hudson participated in Board selection for Young Engineer of the Year as NHPWA Representative
- k. Rep. LaFond to add C.R. Willeke and Riendeau to member list, test member list, send outlook invite for meetings

VII. Old Business

- a. Plow Rally trailer ownership was transferred to New Durham and has been lettered and registered to New Durham
- b. President Kinmond sent letters to Commissioners for Agency Representatives

VIII. Committee reports

- a. Training & Education- Chair. J. Vancor.
  - i. Plow Rally May 23, 2019 @ Mountain of Demos- Mt. Sunapee
  - ii. NHMA Booth & Session- TBD
  - iii. Annual Meeting May 9, 2019
- b. Legislative- D. Hudson led discussion
  - i. House Bill 271
  - ii. Senate Bill 152
  - iii. Rep. Witham motion that NHPWA opposes both Senate Bill 152 and House Bill 271 and authorizes Rep. Witham to draft letter for President signature in opposition, Member Vancor second, all in favor
  - iv. Workforce Development & NHCCD- Chair Catherine- September 26-27, 2019

IX. Rep. Witham motion to adjourn, Rep. Boulanger second

Meeting Schedule:

February 22, 2019 at 9am at NHMA, 25 Triangle Park Dr. Concord, NH