



BOARD OF DIRECTORS' MEETING MINUTES

August 13, 2010 - 9:00am - LGC, Concord

PRESENT:

- **Board Members & Officers:**
 1. Kurt Blomquist – President
 2. Jennifer Perry – Vice President
 3. Dave Lent – Past President
 4. Al Bolduc – Member-at-large
 5. Kathryn Myers – Education Rep.

- **Call to Order**
 - Meeting called to order at 9:11 AM by President Blomquist.

- **Quorum**
 - There are not enough voting board members present for a quorum to be established (5 out of 13 members).

- **Secretary Report**
 - Minutes of July 9, 2010 meeting. Lent moved to approve the minutes as amended. Seconded by Blomquist. All present in favor (Lent, Myers, Perry, Blomquist, & Bolduc). Other votes via email: Quiram (8-13), Mayville (8-14), & Vincent (8-16).
 - Myers volunteered to take minutes at current and future BOD meetings and to post on website.
 - Myers volunteered to coordinate voting among BOD via email for any items today and in future as needed.

- **Membership Report**
 - Blomquist to talk to current board members who have been absent from several meetings about remaining on the BOD or resigning. Potential interested individuals identified as Alex Cote, Deerfield; Bruce Temple, Claremont; and Christina Hall, Lebanon. In addition, there are several new private contractors now members of NHPWA. They may be interested in serving on the BOD. Blomquist to follow-up.
 - Perry to report back to BOD about what terms people are at/who we need to reelect at our Annual Meeting in October.

- **Treasurer's Report**

- Perry reported the NH Public Works Association has collected \$3,975 in membership dues so far for this fiscal year. She noted that last year by November, NHPWA had collected \$4,575 in membership dues. It was noted that Christian Pearsall, LGC usually sends members a reminder to pay their dues.
- Bolduc volunteered to serve as Secretary/Treasurer for the remaining of Capano's term (until May 2011 Annual Meeting). All present in favor (Lent, Myers, Perry, & Blomquist – Bolduc abstained). Other votes via email: Quiram (email, 8-13), Mayville (email, 8-14), Vincent (email, 8-16). Perry to alert LGC of this change in officer.

- **Committees**

- **Communication (Newsletter):** Newsletter will be quarterly. Next one due by end of November. Blomquist to write article on cyber-security reviews, Myers to write an update following the Annual Meeting voting results; Myers to ask Bill Cote, LGC to write an article on generational workforce development challenges. Myers to ask Schoenenberger to write an update following the Plow Rally (winners) and Construction Career Days. Myers to coordinate newsletter.
- **Training/Outreach**
 - **LGC Annual Conference:**
 - NHPWA sessions have been requested. NHPWA is hosting three sessions: 1) climate change, Blomquist, 2) bridge scour, NHDOT, 3) OSOW Permits, NHDOT. Lent to follow-up.
 - NHPWA will have their business meeting on Thursday, November 18th at lunch. Bolduc may not be able to attend. Perry to find a place to eat/meet.
 - Myers to request a booth, which will be shared with NHPWSTC.
 - **NHPWA Annual Meeting:**
 - Set for October 28, 2010 from 8:30am until 1:00pm. Rough agenda is as follows: 8:30 – 9:00 (registration & refreshments), 9:00 – 9:40 (session 1), 9:40 – 9:45 (break), 9:45 – 10:25 (session 2), 10:25 – 10:35 (break), 10:35 – 11:15 (session 3), 11:15 – 11:20 (break), 11:20 – 12:00pm (business mtg.), 12 – 12:30 (lunch), 12:30 – 1:00 (introduction to hot topic & panel).
 - Session ideas are 1) ROAD = pervious pavement. Myers to forward info. to the BOD about previous seminars on this topic. 2) WATER = Keene's Hydropower Project. Blomquist to solicit a speaker from Keene and report back to BOD. 3) SOLID WASTE = Blomquist to ask Quiram for ideas/speakers from APWA Conference. 4) SOFT SKILLS = Myers to ask Dave Danielson to speak on management, communication, working with multiple generations, & succession planning.
 - Perry to ask Ashley Monier, LGC who her back-up contact is for her maternity leave & when they need the final count for food.

- Myers to send a “Save the Date” announcement on PW.Net ASAP. Myers to create a rough draft of flyer and forward to BOD once details are decided and get to LGC for printing/mailing by September 7, 2010.
- **Snow Plow Rally:** Schoenenberger is coordinating. Signed contract with Fairgrounds is complete. LGC has been generous and has paid for items in the past (food, chair/table rentals, fairground rental). Schoenenberger needs volunteers still for municipal equipment operators.
- **Construction Career Days:** Perry to coordinate the transfer of funds that NHPWA pledged to CCD with Schoenenberger and C.C. Bolduc.
- **Nominations:** Nominating Committee has formed with the following members: Blomquist, Perry, Lent, Bolduc & Myers. Blomquist to follow-up with nominations.
- **By-Law:** Myers is rep. on by-law committee. Will coordinate with committee members to create rough draft of by-law changes to vote on at Annual Meeting and LGC to have attorney do our free annual by-law revision. Perry to find the New England APWA by-laws and forward to the BOD. Noted items to change: 1) allow a quorum of board members present to vote on items and conduct business (for anything except financial items), 2) to create ex-officio seats for NHDOT reps. etc., 3) to have the power to establish ad-hoc committees, & 4) to allow the BOD to vote electronically.
- **Scholarship:** Myers volunteered to be contact for this. Will coordinate with UNH Civil Engineering Department & UNH Thompson School for next year. Myers to inquire about over-head v. paying the student directly/if students pay taxes on scholarship monies.
- **APWA Update:** Quiram and Schoenenberger are there and will report back to BOD after event.
- **Correspondence:** Nothing further at this time.
- **Old/New Business:**
 - **Vote on Logo:** LGC graphic designer, Scott Gagne, to forward more drafts of logo with changes as suggested by BOD by August 19. Schoenenberger needs the logo by August 26 in order to put on backpacks for CCD’s.
 - **Collaboration with NHPWSTC:** Blomquist has begun to discuss the absorption/merge with NHPWSTC President, Bruce Berry. Myers will continue to report to the BOD the discussions at the NHPWSTC meetings as well.
 - **LGC Service Agreement:** Perry motioned to accept & sign the LGC service agreement to keep the same level of service. Lent seconded the motion. All present were in favor (Lent, Myers, Perry, Blomquist, Bolduc), Quiram (email,

8-13), Mayville (email, 8-14), Vincent (email, 8-16).

○ **NHPWA Outside Committee Reps.**

- **Best Practices:** Kathryn Myers (NHPWSTC)
- **Construction Career Days:** Catherine Schoenenberger
- **NHPWMA (Mutual Aid):** Alan Cote & Kurt Blomquist
- **Public Works Academy:** Kathryn Myers (NHPWSTC)
- **T2 Advisory Committee:** Martha Drukker, Concord
- **Solid Waste (Legislative):** Carl Quiram is no longer on. Blomquist to follow-up.
- **NHPWSTC (Standards & Training):** NHPWA gets two seats. NHPWA wishes to reappoint Dave Danielson as our rep. for 2010 - 2013. A majority in favor: Lent, Perry, Shaw, Vincent, Quiram, & Bolduc (May 14, 2010) & Mayville (email, 8-14). Jim Brown is on until 2011.
- **OSOW Permits:** Kathryn Myers
- **SB 60 (Water Infrastructure):** Kurt Blomquist
- **Stormwater Commission:** Dave Cedarholm, Durham
- **Public Works Memorial:** Carl Quiram

● **Future Meeting Dates**

- September 10, 2010; October 8, 2010; October 28, 2010 (Annual Mtg.); November 12, 2010; & December 10, 2010.

● **Adjourn**

- Blomquist moved to adjourn the meeting. Seconded by Lent. All in favor. The BOD adjourned at 12:02pm.

Respectfully submitted,
Kathryn Myers,
NHPWA Education Representative
August 13, 2010