



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting July 14, 2011 – 9:00am – Ellie’s Café, New London

PRESENT:

Board Members & Officers:

- | | |
|---------------------------------------|---------------------------------------|
| 1. Jennifer Perry - President | 6. Scott Kinmond, Member-at-large |
| 2. John Trottier – Vice President | 7. Kurt Blomquist, NE APWA Rep. |
| 3. David Lent - Past President | 8. Brian Vincent, Contractor Rep. |
| 4. Kathryn Myers - Education Rep. | 9. Alex Cote, Member-at-large |
| 5. Bruce Temple – Secretary/Treasurer | 10. Roch Larochelle – Consultant Rep. |

Guests:

1. John Jackman, Hoyle-Tanner

- **Call to Order**

- Meeting called to order at 9:10am by President Perry.

- **Quorum**

- 10 out of 13 voting members were present, quorum was established.

- **Introduction of Board**

- Everyone introduced themselves to Alex Cote, who was attending for his first time as a Member-at-large.

- **Secretary Report**

- Blomquist motioned to adopt the April 8 minutes as written. Temple seconded the motion. All were in favor.
- Myers to amend the June 10 minutes to replace Kinmond’s name with Temple’s under the Secretary Report.
- Trottier motioned to accept the June 10 minutes as amended, Blomquist seconded. All were in favor. Myers to update the website with both sets of minutes and alert the Board and membership.

- **Membership Report**

- Myers To follow-up on bills being sent for membership of July 1, 2011 through June 30, 2012 with LGC.

- **Treasurer’s Report**

- One bill was paid recently was for postage for \$7.48.

- The deposits for June 13, 2010 to July 5, 2011 totaled \$13,168.67. Deposits were mostly for the Annual Meeting, Plow Rally and membership dues.
- **Committees**
 - **Newsletter**
 - Myers set the deadline to Friday, July 22 for article submission. Bill Cote has submitted an article on Public Relations and Roch Larochelle is coordinating getting a blurb to Myers on the Joint Engineering Society.
 - Schoenenberger to submit articles on plow rally, construction career days and fundraising for the Public Works Memorial.
 - Blomquist to submit an update on APWA.
 - Perry to submit an article concerning the EPA requirements and Town of Exeter project, public relations (culverts project in Exeter), and her first President's message.
 - Blomquist to write an outgoing President message.
 - Jackman to submit an article on the newly established Asset Management Committee.
 - Myers to complete one or two new Board member interviews, write a snippet on the LGC Conference & NHPWA sponsored sessions, ask for technical session ideas from membership, blurb on scholarship.
 - **Scholarship**
 - Larochelle gave the Scholarship update. Larochelle to make changes as requested by the Board and submit final drafts to Myers who can circulate to the board.
 - **Training Committee**
 - **New speaker gifts**
 - The Board voted to purchase 16oz stainless steel Tumbler (coffee mug) for new speaker gifts. Myers to inquire about what can be printed on the tumblers and get back to the Board.
 - **LGC Annual Conference**
 - The two sessions NHPWA will sponsor are: the NHDOT Driveway Permit Process and the Salt Reduction of I-93 corridor. Myers is coordinating with LGC and will request to be put on for Thursday's agenda and to have the two sessions the same day.
 - **NHc3Pi Coalition (Public Works Summit)**
 - Lent requested a replacement for him on the Summit group. Cote motioned to nominate Kinmond to replace Lent. Trottier seconded the motion. All were in favor. Cote and Blomquist are back-ups to Lent and Carl Quiram. Lent will inform Quiram of the changes. Myers to add them both to the email group.

- **Other Business**

- Discussion was held on the August 2 meeting in Meredith that Michael Faller is coordinating. Alex Cote and Kurt Blomquist will both attend on behalf of NHPWA. Myers to create a flyer and advertise on pw.net.
- Goals were established for the NHPWA Board:
 - Learning how to communicate the importance of our infrastructure.
 - Increase membership and participation.
 - Increase public relations.
 - Action items will be created for these goals at the next meeting.
- Lent left the Board meeting at 11:00am.
- Vincent left the Board meeting at 11:04am.

- **Future Meeting Dates**

- August 12, 2011, 9am, LGC, Concord
- September 9, 2011, 9am, LGC Concord
- October 14, 2011, 9am, LGC Concord
- LGC Annual Conf., (November 16-18), date & time TBA
- December 9, 2011, 9am, LGC Concord
- **Adjourn:** The BOD adjourned at 11:12am.

Respectfully submitted,

Kathryn Myers
NHPWA Education Representative
July 14, 2011