



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting August 12, 2011 – 9:00am – LGC in Concord

PRESENT:

Board Members & Officers:

1. Jennifer Perry - President
2. John Trottier – Vice President
3. Kathryn Myers - Education Rep.
4. Scott Kinmond, Member-at-large
5. Kurt Blomquist, NE APWA Rep.
6. Brian Vincent, Contractor Rep.
7. Catherine Schoenenberger, Supplier Rep.

• Call to Order

- Meeting called to order at 9:20am by President Perry.

• Quorum

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

• Secretary Report

- Blomquist motioned to accept the July 14 meeting minutes. Schoenenberger seconded the motion. All were in favor.
- Myers to type the minutes and post on website then alert the Board and membership.

• Membership Report

- Perry reported the membership as currently including 187 members. The majority are municipal public works departments; over 45 municipalities are represented by 113 people. The next largest constituency is consulting engineers and surveyors; 19 member firms include 55 people. In addition, 10 vendors and suppliers include 14 people. The Association also includes 3 state/regulatory agencies and 2 contractors.
- Blomquist to contact member consultants on ideas for topics or speakers for our technical session in February. Perry and Blomquist to target a sort of "call for papers" for municipal folks to give their ideas on sessions and include a deadline (of the week before the LGC Conference) to submit ideas. The idea is for the Board to be able to discuss the ideas at the Nov. meeting.
- Membership dues: LGC to send invoices for dues out. Myers to coordinate with LGC.

• Treasurer's Report

- The balance as of June 30, 2011 is \$10,638.12. This is typical for where the board is normally at as far as the balance. The balance typically fluctuates between \$6,000 and \$12,000 depending on the time of year.

- **Committees**
 - **Newsletter**
 - The July newsletter is complete and has been released. The next one to go out in December. Updates will include the plow rally, CCDs, LGC conference etc. Myers to poll members about reading the newsletter online v. having a copy printed and mailed to them. Myers to also ask members what their ideas are on what articles should be included in the next newsletter and what technical ideas they have for future sessions.
 - **Scholarship**
 - Larochelle has completed all of the scholarship promotional items. Myers to announce the new scholarships on pw.net.
 - **NH Snow Plow Rally**
 - Schoenenberger reported that the announcement flyer will be mailed next week. Myers to send the flyer out on pw.net once received.
 - **NH Construction Career Days**
 - Schoenenberger reported that the committee's goal is to have 40 to 50 exhibitors present and they have 25 committed. 400 students are signed up for Thursday and 575 students are signed up for Friday. The Board is willing to contribute some money toward the event as usual. Schoenenberger to report back to the board on what is needed after their next meeting.
 - **By-Law Committee**
 - Committee members are Perry, Lent, Trottier and Myers. Blomquist suggested we poll the members to see if they have any input on changes to the By-Laws. The board would like to get a board seat established for NHDES. The committee will work on a draft of changes to the by-laws and send to board for review.
 - **Training Committee**
 - **Promotional Items**
 - The note pads/pens (for educational sessions) and tumblers (speaker gifts) are all ordered. These items should get us through the rest of 2011 and most of 2012. T2 is storing the items for the board.
 - **LGC Annual Conference**
 - NHPWA to share a booth with NH PW Mutual Aid. Myers will order electricity access for the booth to show a slideshow of our events on a laptop. Myers to create a "grab bag" with misc. items as a door prize. Myers to coordinate exhibit and booth coverage.
 - **NHc3Pi Coalition (Public Works Summit)**
 - Blomquist reported that the Coalition has started to make connections in the legislature and build relationships with political officials. The board feels there is an opportunity here to work with the Coalition on legislative issues affecting public works. The board would like to do a legislative "meet and greet" where board officials can meet and develop relationship with the legislature. Blomquist and Perry to work together with Carl Quiram on this initiative.

- **Other Business**
 - NHDOT snow and ice policy: It is still in draft form and has not been officially accepted by the NHDOT yet. Caleb Dobbins, NHDOT, offered to meet with the board once the policy is officially adopted.
- Schoenenberger left the meeting at 10:30am.
 - August 2nd meeting in Meredith with NHDES: Blomquist reported that the discussion focused on the permitting process with NHDES and ideas on how to streamline the process. Another big focus was the NHDOT DRAFT snow and ice policy and what the effects will be on municipalities.
- Vincent left the meeting at 10:50am.
 - New goals established for NHPWA: tabled until September meeting.

Future Meeting Dates

- September 9, 2011, 9am, LGC Concord
 - October 14, 2011, 9am, LGC Concord
 - November 16, 2011 at 12pm, LGC Annual Conf.
 - December 9, 2011, 9am, LGC Concord
- **Adjourn:** The BOD adjourned at 10:50am.

Respectfully submitted,

Kathryn Myers
NHPWA Education Representative
August 12, 2011