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# NH PUBLIC WORKS ASSOCIATION

## Board of Directors Meeting March 19, 2015 – 1:30 pm – Holiday Inn, Concord

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### PRESENT:

#### Board Members & Officers:

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| 1. John Trottier, President                     | 6. Dennis McCarthy, Member At Large |
| 2. Catherine Schoenenberger,<br>President-Elect | 7. Carl Quiram, Member at Large     |
| 3. Bruce Temple, Secretary/Treasurer            | 8. Kürt Blomquist, APWA Rep.        |
| 4. Scott Kinmond, Public Sector Rep.            | 9. Amy Begnoche, NHLTAP Rep.        |
| 5. Peter Rice, Public Sector Rep.               | 10. Bill Herman, MMANH Rep.         |
|   | 11. David Witham, NH Primex Rep.    |

#### • Call to Order

- Meeting called to order at 1:54 pm by President Trottier.

#### • Quorum

- 11 Board members present, quorum was established.

#### • Secretary Report

- *Motion* by Kinmond, seconded by Blomquist, to accept the February 13, 2015 minutes. All were in favor and the Motion passed.

#### • Financial Report

- The balance as of January 31, 2015 as reported by Cornerstone is \$41,276.85. The Financial Report is accepted subject to audit.
- Budget – Schoenenberger is working with Cornerstone to put together a budget for the fiscal year beginning July 1, 2015.
- The Board discussed retaining members. Trottier and Begnoche stated that they would go over the documents and lists and see what members have been lost. They will report on this at the next meeting.
- Scholarship – Begnoche reported that an email regarding the Scholarship was sent to all members and the PW.net distribution list on March 17, 2015. The web page also went live that day. She reported that after discussion with Trottier, the Chair of the Scholarship Committee, the due date was changed to May 1, 2015.

- **Bylaw Changes**
  - There was a discussion regarding who should elect the Elected Directors and/or the Primary Officers and lengths of the terms for the officers.
    - **Motion** by Trottier, seconded by Rice, to retain the current language in the Bylaws that the Association Members elect the seven (7) Directors, and the Board of Directors elect the three (3) officers. Blomquist and Quiram opposed the Motion, while the remaining nine (9) Directors were in favor, and the Motion passed.
    - **Motion** by Blomquist, seconded by Witham, to change the length of term of the Officers to one (1) year, with the new Officers being appointed at the first Board meeting following the Annual Meeting. All were in favor and the Motion passed.
  - It was also discussed that a clarifying section would be added to the Bylaws stating that the terms of new Officers and Directors would begin on July 1 of each year after they are elected.
  - There was discussion regarding Appointed Directors, and it was decided that the President would send out a letter each Spring to the appointing organizations to affirm the current Appointed Director. Trottier stated that he would send out letters for this year.
  
- **Technical Meeting**
  - Begnoche reported that there were 33 attendees at the Technical Meeting.
  - As the Meeting had just ended when the Board Meeting started, it was discussed that it appeared to have gone well and that the speakers had been informative.
  
- **Annual Meeting**
  - The date is set for May 12, 2015 at the Derryfield Country Club in Manchester.
  - Schoenenberger stated that she had contacted the Governor's office regarding having the Governor speak. She had not heard back from them and would continue to follow up.
  - Quiram stated that he had talked with the Derryfield Pro Shop regarding the Golf Tournament. They told him that the price was \$29 per person, including a cart for every 4 people.
    - **Motion** by Blomquist, seconded by Schoenenberger, to set the cost of the Golf Tournament at \$39, with \$10 going to the PW Memorial Fund, and to set the cost of a Hole Sponsor at \$100, all of which would be donated to the Fund. After discussion, this was amended to set the cost of the Golf Tournament at \$50, with \$21 going to the PW Memorial Fund, and the Hole Sponsor to remain at \$100. All were in favor and the Motion passed.
  - After discussion, the Board decided to leave 1 hour over lunch to hold the Annual Meeting. It was decided that a paper ballot would be prepared for the Officers and Directors, and that these would be collected in a box and at the door.
  - It was noted that a formal notice of the Annual Meeting, including any changes to the Bylaws, must be sent out by 21 days prior to the Meeting to all members.
  - The following topics were discussed under the general heading of "Energy Projects" – Solar / LED / Re-Useable Energy:
    - Wolfboro – watershed study. Quiram to contact Dave Ford. (*First Choice*)

- Manchester – retrofitting street lights to LED. Quiram to contact Kevin Sheppard. (*Second Choice*)
    - Peterborough – solar fields. Trottier to contact Rodney Bartlett. (*Third Choice*)
  - Other topics and ideas were discussed as follows:
    - Environmental Issues – Forest Bell
    - State Budget
    - Portsmouth water
  - If additional topics are needed, Witham offered that Primex has topics and instructors who may be available. He will check into this, if needed.
- **Newsletter**
  - The Board set a **March 31, 2015** deadline for submissions so that the Newsletter could be published by the end of April.
  - The following articles had been discussed in February:
    - Trottier will do a President’s Message.
    - Blomquist will do an article regarding NH legislation.
    - Quiram to do an article regarding stormwater.
  - The following articles were announced:
    - Quiram to do an article regarding asset management.
    - In the APWA Reporter, there was an article regarding the DES. Schoenenberger to look into getting permission to reprint it.
    - Trottier will prepare a recap of the Technical Meeting.
    - Kinmond to do an article on small towns.
- **Committee Reports**
  - The Audit Committee announced that they will meet in April and present their report regarding the Financial Reports for the past fiscal year at the Annual Meeting.
- **Upcoming Events for NHPWA**
  - NHPWA Networking Event – Quiram stated that he had talked to several companies and had discussed the following:
    - A Foliage Cruise on Lake Winnepesaukee on 9/26/15 with a cost of \$41 a person.
    - A cruise in Portsmouth in the fall would be about the same costs. Perhaps also get a block of rooms at the Sheraton for individuals.
  - It was decided that Sponsorships would be accepted to raise additional funds.
  - The Board decided to put this off making a final decision on this until the next meeting.
- **Other Business**
  - The Board discussed Speakers Gifts and decided that NH Maple Syrup be given to the speakers at the Annual Meeting, perhaps from Fullers in Lancaster. Schoenenberger and Begnoche will coordinate getting this for the Meeting.

- **Adjournment**

- *Motion* by Temple, seconded by Trottier, to adjourn the Meeting at 3:23. All were in favor and the Motion passed.

Respectfully submitted,

Amy Begnoche  
Representative from NH LTAP