



NH PUBLIC WORKS ASSOCIATION

Board of Directors Meeting

April 24, 2015 – 9:00 am – NHDOT Room 112/113, Concord, NH

PRESENT:

Board Members & Officers:

1. John Trottier, President
2. Catherine Schoenenberger, President-Elect
3. Jennifer Perry, Past President
4. Carl Quiram, Member at Large
5. Kürt Blomquist, APWA
6. Nancy Mayville, NHDOT
7. Amy Begnoche, NHLTAP
8. John Vancor, NH Consulting Community
9. David Witham, NH Primex

• Call to Order

- Meeting called to order at 9:11 am by President Trottier.

• Quorum

- 9 Board members present, quorum was established.

• Secretary Report

- *Motion* by Trottier, seconded by Blomquist, to amend the scribner error in the January 16, 2015 and February 13, 2015 minutes, and change the year to 2015 from 2014. All were in favor and the Motion passed.
- *Motion* by Blomquist, seconded by Schoenenberger, to accept the March 19, 2015 minutes. All were in favor and the Motion passed.

• Financial Report

- The balance as of March 31, 2015 as reported by Cornerstone is \$39,660.16. The Financial Report is accepted subject to audit.
- Cornerstone reported that they had not received the deposit for the Technical Meeting prior to 3/31/15, so it is not reflected in their numbers. It will appear in the April statement.
- Budget – Schoenenberger is working with Cornerstone to put together a budget for the fiscal year beginning July 1, 2015.
- The Board discussed that due to changes in personnel at Cornerstone, we would use them in the future for registration, payments, invoices, etc., for the Technical and Annual Meetings.

- Scholarship – Trottier reported that two applications had been received. He and the Scholarship Committee will be discussing them and will report to the Board at a future meeting.
- **Bylaw Changes**
 - Begnoche discussed the final edits that had been made. It was discussed and decided that the Amendments section would change to “all the Directors at a regularly scheduled Board Meeting” instead of a certain number.
 - It was discussed that Directors Bill Herman, Scott Kinmond, and Peter Rice, were unable to attend but had stated via email that they were “OK with the Bylaws as proposed,” with only a note from Herman that he believed 20 Board Members was too many.
 - It was decided that for the Bylaws and going forward the Board would accept votes from Directors when sent via email. It was agreed that it would have to be clear what the vote was in advance and the Director would have to be clear about their vote.
 - **Motion** by Blomquist, seconded by Witham, to adopt and recommend to the membership to accept the Bylaws as proposed and amended on April 24, 2015. All were in favor, including the votes counted from emails, and the Motion passed.
- **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, and she had heard that the Governor would be delighted to attend. Schoenenberger stated that she would follow up regarding any details.
 - Quiram stated that he had spoken with the Derryfield Pro Shop and the Golf Tournament was all set.
 - Under the general heading of “Workforce Infrastructure” the following speakers were announced:
 - Importance of Human Factors, *presented by Carl Webber*
 - Solar Array in Peterborough, *presented by Rodney Bartlett*
 - LED Street Lights in Manchester, *presented by Tim Clougherty*
 - Begnoche will work with Cornerstone to produce a final Announcement to be mailed to all Members and Non-Members on the mailing list.
- **Newsletter**
 - The Board discussed having the Newsletter available for the Annual Meeting. Begnoche stated that due to her office being extremely busy, there may not be time to get it done, but they would try. Blomquist suggested that his Admin could put it together if everything was sent to her. Begnoche and Blomquist will coordinate on this project.
 - The following articles were discussed:
 - Trottier will do a President’s Message.
 - Vancor to do an article regarding questions about working with consultants.

- Trottier will prepare a recap of the Technical Meeting.
 - The following articles were announced as received:
 - Article on Climate Resilience, originally published in the APWA Reporter. The author, Bethann McCarthy tweaked it slightly and gave permission for its use.
- **Committee Reports**
 - The Nominating Committee announced the following:
 - Perry to talk to Scott Kinmond and Dennis McCarthy regarding accepting a nomination for another three years on the Board. It was discussed that McCarthy might be changed to a Public Sector Director.
 - Vancor to talk to Lisa Fauteux from the City of Nashua.
 - Perry to talk with Peter Nourse from Town of Gilford.
 - Quiram to speak with Phil Bilodeau.
- **Upcoming Events for NHPWA**
 - NHPWA Networking Event – after discussion, it was decided that the Board would arrange for a dinner cruise on a Friday night in Portsmouth. Quiram will continue to work on the details.
 - Motorcycle Ride-In. It was discussed that the Board sponsored and cooked lunch last year for the participants and whether the Board wanted to do the same again this year.
 - **Motion** by Witham, seconded by Blomquist, to sponsor the lunch at the Motorcycle Ride-In with the same plan as last year with hot dogs, hamburgers, chips, drinks and other accompaniments. All were in favor and the Motion passed.
- **Other Business**
 - It was announced that two new Members would be joining the Board:
 - John Kubiczki, Cardno ATC, appointed by the NH Consulting Community
 - Kurt Grasset, Town of Hancock, new Chairman of NH Public Works Mutual Aid
 - It was announced that Vicki Quiram would be leaving the NHDES and taking another position within the State Administration. The Board will be informed when NHDES appoints another representative.
 - There was discussion regarding speaker gifts. Begnoche will present information for clocks and mugs to the Board at the June meeting. Schoenenberger will also present information on reflective vests at the June meeting.
 - There was discussion regarding legislative actions and current affairs, including the current fiscal budget being voted on. It was discussed whether the Board would lobby the Legislature, but no final decision was made.
 - There was discussion regarding an employee fired from a municipality. “What do we do when bad things happen?” It was decided that the Board would support the individual and would not believe everything that is discussed on the Internet.

- **Adjournment**

- *Motion* by Schoenenberger, seconded by Quiram, to adjourn the Meeting at 11:21. All were in favor and the Motion passed.

Respectfully submitted,

Amy Begnoche
Representative from NH LTAP