NHWPCA January 13, 2012 BOD Meeting
Minutes

Attendees: Dave Lovely, David Mercier, Nancy Lesieur, Kristin Noel, Joe Laliberte, Peter Goodwin, Andrea Martel, Tim Vadney, Ray Vermette, John Adie

Guests: Ray Gordon, Mary Jane Meier

The Meeting was held at the Hall Street WWTF in Concord and started at 9:10 a.m.

Comments on the November 18, 2011 Minutes: Peter made a motion to approve minutes, seconded by Kristin. Vote was unanimous to accept.

Winter Meeting

Winter Meeting was a success. Good attendance at about 135. Made approximately $1,900 but $800 to go to Ops Challenge (see attached summary sheet that Nancy compiled).

Scholarship

Scholarship has gone out per Dave Lovely. Applications are due by March 3, 2012 (high school seniors only).

Permit Committee

Peter will send out e-mail this week to schedule first meeting to be held the first week in February. There are a dozen members that have expressed interest.

Trade Fair

Kristin is in charge of Trade Fair. Deposit is in. Things are all set at this time. Linda is prepared to do mailings prior to. Ray Gordon said they would like to present diploma to Boot Camp participants at Trade Fair. Would like to give each student a gift. Ray passed out the budget for Boot Camp (attached). There is sufficient money left for gifts if Board is OK with that. Ray also asked for
students to get framed diploma and free admission to Trade Fair luncheon. Peter made a motion to spend $90 per student for gift, frame, and lunch admission at Trade Fair with NHWPCA logo on bag; seconded by John. Vote was unanimous.

Discussion switched to Training at Trade Fair. Vendors like less; operators/administrators like more. Ray suggested Alex Katz of Polydyne is willing to do a presentation on Polymer 101. Consensus was that two sessions is a good number, 45 minutes each. Kristin suggested each session be offered twice so training is available longer but not everyone has to go at once. Dave Mercier suggested doing talks each hour for four hours and stagger first and second talk. For second talk, Ray will talk to HSI, Andrea will talk to Andy Bishop of CWT, and Mary Jane will talk to Water Industries for pump class.

Mary Jane brought up that Chuck Conway of NEWWPC is retiring. Would like Harry to present plaque to Chuck that day. Peter motioned to give Chuck a free ticket; seconded by John. Vote unanimous.

**Legislative Breakfast**

Peter said speakers will be Mike Metcalf, Jen Perry, Jim Gallagher. Governor Lynch to do opening remarks. Participating groups: NHWPCA, NHWWA, ASCE, ACEC, and NEWEA are sponsors. Meeting next week to finalize and again on February 8 to do dry-run of presentations. Coming up to breakfast, will need Board and members to solicit legislator attendance.

**Poster Contest**

Posters are due by January 17th. ComCom will narrow down the field and present posters for final judging by the Board at our February meeting. Board chose target date for 2013 Poster Contest of the 4th week of September for mailing to schools and 2nd week of January for posters due.

**Lifetime Membership Plaque**

Dave Lovely said he would like to do something for our two recipients – George Neill and Ed Rushbrook. In future, give certificate to recipient at time of award. Also plaque to go at Franklin Training Center. Tabled to a later meeting.

**2012 Budget**

Per Dave, 2011 was a good year. We are in the black. Nancy will be prepared to present budget at next month’s meeting (February). (See attached summary e-mail by Nancy.)
COMMITTEE REPORTS:

Activities: Nancy

Summer Outing scheduled for June 22. Nancy to make request of Newsletter to include text on “Why Elacoya”. Committee will meet in April to plan. Nancy needs to send check for deposit and renew Association liability insurance. Discussion ensued on adding a training item to Summer Outing. Nancy will call Eastern Analytical. Also decision was made to go to a Summer Meeting vs. Summer Outing to allow CEU’s to be earned.

Communications: Kristin

See Poster Contest.

Education: Andrea

Meeting on January 17th. Andrea will check in with Mary Jane.

Legislative: Peter

See Legislative Breakfast. Also starting to work on Washington events. Meeting on this next week. WEF fly-in is March 7, 8. NEWEA fly-in is March 5, 6.

Membership: John

Per Dave Lovely, 202 membership so far.

Newsletter: Joe

Committee meeting on January 26. Next newsletter to go out before Trade Fair.

Safety: John

No report.

Scholarship: Tim

No report.

Ops Challenge: Tim

Team is thinking of going to New Jersey event for training.
NEW/OTHER BUSINESS:

- Draft Sponsorship Program. Tabled until next meeting.
- August 1st was discussed as deadline for POTY Award applications. Ray asked that date go on new event calendar and that he get an electronic copy to share with NEWEA so they know our dates early.
- Dave Lovely said that he would like to nominate Jason Beckwith early for Operator of the Year this year.
- Wild NH Day. Ray Gordon read an announcement on this year’s event (see attached). April 21, 10 AM – 3 PM. Board will discuss at next meeting. Tabled.
- It was discussed the Board should re-assign committee liaisons at every January Board meeting.
- John to get new Board member info, bio’s for Geri and website.
- Dave Lovely has sent Geri a photo to go on website but not up yet.
- Per John, Geri is asking about a new website theme. Would Board support? Tabled.
- Ray. Need booth for NEWEA. Tim to bring down.
- Ray. Letterhead date should change to 45 years.
- Dave Mercier to send out eNews with new slate of officers.
- Ray to look for Board meeting minutes during his term and send to Dave Mercier.
- Linda needs list of attendees from Board for Legislative Breakfast. E-mail her.
- Peter. NH Public Works Memorial. Plans finalized.
- Peter. Peter will talk with Gerry about getting Board roles binders to new members.
- Mary Jane. EPA 104G funds. Turns out there is a specific proposal request out to get these monies to use for training. If NHWPCA wants to be involved, Association would have to apply along with other training groups. Proposals are due February 17.
- Tim made motion to take $5,000 out of Association’s $30,000 CD to put in account to improve cash flow; seconded by Kristin. Vote unanimous.

Meeting adjourned at 12:11 p.m.

Next meeting to be held on Wednesday, February 8, 2012 at 8:00 a.m. at Hall Street WWTF, Concord.
### NHWPCA Winter Meeting Summary

**The Puritan Restaurant**  
**December 8th, 2011**

#### INCOME

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registrations 12-12-11 Deposit</td>
<td>$2,855.00</td>
</tr>
<tr>
<td>Registrations 1-7-12 Deposit</td>
<td>$1,550.00</td>
</tr>
<tr>
<td>Cash- Raffle 12-12-11 Cash</td>
<td>$834.00</td>
</tr>
<tr>
<td><strong>Total INCOME</strong></td>
<td><strong>$5,239.00</strong></td>
</tr>
</tbody>
</table>

#### Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Puritan 10-10-11 Ck Deposit</td>
<td>$500.00</td>
</tr>
<tr>
<td>The Puritan 12-8-11 Ck Payment</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Raffle Prizes NHWPCA Ck</td>
<td>$300.00</td>
</tr>
<tr>
<td><strong>Total EXPENSES</strong></td>
<td><strong>$3,300.00</strong></td>
</tr>
</tbody>
</table>

**NET** $1,939.00  
**Ops Challenge** $(834.00)  
**Adjusted NET** $1,105.00

NML
### Boot Camp

Bold = Paid

<table>
<thead>
<tr>
<th>Date</th>
<th>Funding Source</th>
<th>Item</th>
<th>NHWPCA Account</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>EPA Grant 2060</td>
<td>Two years worth of text books</td>
<td>Student Fee: 17</td>
</tr>
<tr>
<td>12/1/2010</td>
<td>$1,960.00</td>
<td>Shirts and Hats</td>
<td>$300</td>
</tr>
<tr>
<td>1/13/2011</td>
<td>$250.00</td>
<td>Shirts and Hats</td>
<td>$5,100</td>
</tr>
<tr>
<td>1/18/2011</td>
<td>$595.65</td>
<td>BET Instructor Costs</td>
<td>$2,578.15</td>
</tr>
<tr>
<td>1/18/2011</td>
<td>$200.00</td>
<td>BET Instructor Costs</td>
<td>$2,522</td>
</tr>
<tr>
<td>2/15/2011</td>
<td></td>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>2/28/2011</td>
<td></td>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>3/15/2011</td>
<td></td>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>4/19/2011</td>
<td></td>
<td>Profile test</td>
<td></td>
</tr>
<tr>
<td>5/17/2011</td>
<td></td>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>5/17/2011</td>
<td>$200.00</td>
<td>BET Instructor Costs</td>
<td></td>
</tr>
<tr>
<td>7/19/2011</td>
<td>$171.94</td>
<td>Sacramento Test Enrolment</td>
<td></td>
</tr>
<tr>
<td>7/26/2011</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8/16/2011</td>
<td>$200.00</td>
<td>BET Instructor Costs</td>
<td></td>
</tr>
<tr>
<td>8/16/2011</td>
<td>$205.50</td>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>9/20/2011</td>
<td>$200.00</td>
<td>BET Instructor Costs</td>
<td></td>
</tr>
<tr>
<td>9/20/2011</td>
<td>$157.50</td>
<td>Order Lunch Out</td>
<td></td>
</tr>
<tr>
<td>10/18/2011</td>
<td>$1,200.00</td>
<td>Beverages</td>
<td></td>
</tr>
<tr>
<td>10/18/2011</td>
<td>$196.64</td>
<td>Mike Cherniak</td>
<td></td>
</tr>
<tr>
<td>11/15/2011</td>
<td>$265.00</td>
<td>Food</td>
<td></td>
</tr>
<tr>
<td>1/9/2012</td>
<td></td>
<td>Frames</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>Grand Total</td>
<td>8,432.84</td>
</tr>
<tr>
<td></td>
<td>$5,854.69</td>
<td>$2,578.15</td>
<td>$527.05</td>
</tr>
</tbody>
</table>

**2011 NHWPCA sponsored training generated $1,370 profit**
Hi Dave
This weekend I spent time going thru about $6000. in checks that I received from Linda for membership dues, winter meeting, classes, etc. It took quite a while and the deposit had to be made. I also had requests for information from MJ, Jay Pimpare, Ray Gordon, etc. and some checks that need be written and mailed out. And I still have a few months to update on database. Things tend to back up around the holidays.

I would love to get the budget done early this year but this is where we are for January’s Meeting:

- For the Board Meeting Friday we can also request input from all committee heads.

- I have been waiting on a call back from our accountant. I wanted his advice on taking on another DES fund account in regards to our non-profit status.

- I have not received the December checking acct statement yet, I need this to see what cleared and give an accurate accounting on 2011.

- I still would like to propose that when the $30K CD is up for renewal we take $5K out and put it in our checking account to help our cash flow in the fall when our expenses are high, I think that we have talked about it a few times, but never formally voted...

- I would like to print a multi-year excel table to show the past budgets, I should be able to do this for February.

Sorry for the long e-mail. I just wanted to let you know where things were, what I have been doing and what needs to be done. We can also make the process very easy if we want and propose the same budget from last year. Also, the good news is that everyone did well at keeping the meetings in the black last year and our sponsors came through as well as always. We are in good shape!

Nancy
Hi Ray we are meeting on Friday the 13th in Concord at the wwp 9:00 I already sent the agenda out but we can definitely can talk about it than. If you and Mary Jane would like to attend that would be great. Thanks David

Dave, can you get this on the agenda for the next WPCA board meeting? What date does the board meet?

I have already reserved the table, but I wish to make sure the association is onboard for Discover Wild NH Day in 2012.

-Ray

-----Original Message-----
From: Morton, Jessica
Sent: Friday, December 16, 2011 1:48 PM
To: Smagula, Amy; Ptak, Teresa; Loiselle, Deborah S.; Rebolledo, Dolores; Perkins, Kendall; Zych, Melissa; Albert, Tara M; Carlson, Alicia; Carlson, Sonye C.; Crystall, Sandy; Drew, Tim; Godlewski, Sherry M.; Gordon, Ray; Gruttemeyer, Pat; Hoyt-Denison, Pamela; Liptak, John; Lynn, Gary; Martin, James P; McGrath, Nancy L.; McMillan, Barbara; Morton, Jessica; Rigrod, Pierce; Robinson, Dean; Wilder, Lee; Yergeau, Sharon
Subject: Discover Wild NH Day - April 21st

Hi!
It’s time again to begin planning for Discover Wild NH Day which will occur next year on **Saturday, April 21, 2012 from 10 am- 3 pm**. at Fish and Game Headquarters in Concord. This event continues to be popular with over 4500 people attending last year. We are encouraging everyone at DES that participates to have something in their exhibit about the DES 25th Anniversary (examples may include: timelines, trivia on the history of the NH environment)...let’s be creative!!! This year’s event will have the theme of “Earth Day”.

**Please let me know if you can participate by January 13th.** Indicate how many tables you will need and whether or not you will participate in the kids scavenger hunt. Also please remember that one of the things we have heard over the years is how much people like coming to this event because it is not of a commercial nature. So please remember, no sale of items or raffle tickets.

If you are attend, but don’t feel an exhibit is a possibility....we always need volunteers for greeting, parking, food etc.... **Let me know if you would like to be a volunteer.**

I look forward to hearing from you and to having another great Discover Wild NH Day.

Thanks so much everyone!

Jess

*Jessica E. Morton*  
Education/Outreach Planner  
NH Department of Environmental Services  
Air Resources Division  
29 Hazen Dr / P.O. Box 95  
Concord, NH 03302-0095

1/12/2012