NHWPCA September 12, 2014 BOD Meeting
Minutes

Attendees: John Adie, Kevin MacLean, David Mercier, Tim Vadney, Ken Conaty, Peter Goodwin, Kristin Noel, Andrea Martel, Kurt Robichaud, Noelle Osborne, Linda Gaudette

Guests: Ray Gordon, MaryJane Meiers, Mike Carle

The Meeting was held at the Hall Street WWTF in Concord and started at 9:11 a.m.

Comments on the May 9, 2014 Minutes: Peter made a motion to approve minutes, seconded by Kristin. Vote was unanimous to accept.

Treasurer Position
Noelle Osborne has volunteered to fill in for the Treasurer position that Nancy has vacated. John made a motion to nominate Noelle as Nancy’s replacement to finish out this year’s term. Motion seconded by Kristin. Discussion ensured that the position will be open to other nominees at the Winter Meeting this December for next year. Vote was unanimous.

Administrator Position
Elizabeth Harrington was the sole person interviewed for NHWPCA Administrative Assistant position. Her resume is attached. Peter made a motion to make a formal offer to Elizabeth for the position for 2015. Motion seconded by Kristin. Discussion ensued relative to her experience. Seems a good fit. Vote was unanimous.

Should she accept, the plan would be for her to shadow Linda at the Fall and Winter meetings. Linda will make a CD of all her files and provide a copy to Elizabeth and Dave M. for posterity. Peter made a second motion to authorize up to $700 of additional funds above that budgeted for the position for Elizabeth to job shadow Linda this fall. Tim seconded the motion. Discussed ensured. Vote was unanimous.
**Poster Contest**

The Communications Committee needs new blood. Geri needs help for Poster Contest. Geri has expressed she wishes to step down as Poster Contest Head. Overall, things are behind schedule. Need a theme for this year. Much discussion ensured. Board is going to pick theme and John will write letter, in lieu of Governor’s letter to break things free to get letters out to schools by end of September. Dave M. may have volunteers to join ComCom to help out.

Peter mentioned finding a wider audience and suggested contacting the Boy Scouts and Girl Scouts organization to see if they would share the "Announcement and Contest Information". Peter volunteered to do this.

**Fall Meeting**

All set for October 7 at Sunapee WWTF and Mount Sunapee. Kevin needs to give Sunapee a headcount by September 26. Pole of Board yielded 9 members will be attending. Attendance so far is low based on registrations – spread the word. Need ad for Newsletter.

**Winter Meeting**

All set for December 12 per Andrea for Hampton WWTF and Ashworth By The Sea. Need ad for Newsletter.

**Golf Tournament**

Fred emailed a summary (see attached). Tournament was successful and made money. Thank you Fred.

**Website**

Things are looking good. Seems like some links are slow. Please add "R" to Noelle as "TREASURER".

**Association Name Change**

John will write letter for Newsletter. Linda noted that membership renewals will be going out in October. Need to get formal wording for the two ballot items we are asking to be voted on to Linda.

**COMMITTEE REPORTS:**

**NEWEA State Director's Report: Fred**

See attached email from Fred re: NEWEA Award recipients.
Activities: Nancy

Summer Meeting on Mount Washington went well. What is plan for next year?

Communications: Kristin

See Website and Poster Contest.

Education: Andrea

Fall agenda is out; registrations are coming in. Because there are three paid speakers this fall, more checks ($$) will be coming in than usual.

Wastewater Management School – two applicants so far. Cost will be $600 for 9 classes.

Legislative: Peter

Need to be tracking Bottle Fee over next year. Peter will be proposing an idea to track legislative items at next meeting.

Washington Legislative Breakfast scheduled for April 8, 2015.

Membership: John

No report.

Newsletter: Kurt

Soft date for articles is mid-October for Winter Newsletter.

Permit: Peter

Committee has been meeting. No symposiums currently planned. Focusing on draft permits coming out. Hanover’s draft permit is currently out. Committee working on draft web page for consideration. Peter mentioned that the Committee may be asking the BOD on a case by case basis to submit comments on draft permits. Rick Cantu and Committee have developed several "generic" responses with back up on the hot issues that seem to be occurring in new draft permits. More to come.

Safety: Ken

Trade Fair questionnaire yielded 7 responses only. Committee sponsoring Electrical Protection class at Franklin this fall.
Scholarship: Tim

Working to revamp scholarship program with Board's approval. Mike Carle said typical applications are for people entering non-wastewater field. Trying to rewrite application to cater to wastewater related majors. Also want to open scholarship up to all four years. More to come. Does Board want to subsidize Wastewater Management Class with second $1,000 of scholarship money next year?

Ops Challenge: Tim

NH will not have a team in 2015. Mike Baker of NH is participating on MA Team.

Certification: Kevin

All quiet currently.

NEW/OTHER BUSINESS:

- NEBRA. We missed sending our annual contribution. John will follow up with Ned Beecher.
- Amend RSA 149-I:6. Andrea handed out a copy. Allenstown is proposing this and is looking for backing from Board. Board members to review and vote on request next meeting.
- Andrea is working on draft Corporate Sponsorship.
- Consider having Linda request update from Committee chairs a week before each Board meeting. John will ask Linda to do this.
- Nancy met with CPA to discuss tax return. There are two reports that need to be completed to keep non-profit status. Nancy will complete and submit these.
- Next month Tom Neforas wishes to be on agenda.

Meeting adjourned at 11:15 a.m. upon motion made by Tim and seconded by Andrea.

Next meeting to be held on Friday, October 10, 2014 at 9:00 a.m.
<table>
<thead>
<tr>
<th>Date of Meeting</th>
<th>Brief Description of Motion</th>
<th>BOD Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 13, 2012</td>
<td>TRADE FAIR: Peter made a motion to spend $90 per WW Boot Camp student for gift, frame, and lunch admission at Trade Fair with NHWPCA logo on bag; seconded by John.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 13, 2012</td>
<td>TRADE FAIR: 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.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 13, 2012</td>
<td>OTHER: 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.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>February 8, 2012</td>
<td>TRADE FAIR: Dave Lovely also made a motion to raise the admission to the trade fair by $5.00 to $35.00 and this was seconded by John Adie.</td>
<td>Vote was unanimous to accept.  All felt that with the increase in the number of technical sessions that membership was getting an increased benefit.</td>
</tr>
<tr>
<td>February 8, 2012</td>
<td>BUDGET: Projected revenues for 2011 were set at $54,000 but the actual revenues were 67,035.59. Our expenses exceeded our revenues by only $1,162. Not a bad year. As discussed under NEWEA $500 will be taken from Scholarship for Stockholm Jr. Water Prize. And an increase of $300 for the website was also added. Peter motioned for the BOD to accept the two changes to the budget and to approve the remainder of the budget as is at $71,600 which was seconded by Tim Vadney.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>March 9, 2012</td>
<td>WEBSITE: John made motion to enter into contract with WSI to convert website to WordPress for one time fee of $850 plus $25 per year to maintain security of site. Seconded by Tim. Board will go on-line and review templates and vote for favorite. Dave M. to resend email with link to templates.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>March 9, 2012</td>
<td>NEWEA AWARDS: Ray V. needs nominations by April 30th but he is trying to get it done by April 1st. Ray formally submitted a nomination package for Fred McNeil for the Peloquin Award to the Board. Tim motioned for Fred to be nominee. Seconded by Kristen.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>March 9, 2012</td>
<td>OTHER: Don Chesebrough recently passed. Dave L. made a motion to donate to his memorial on behalf of the Association, $75 to each of two funds. Kristin seconded.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>April 6, 2012</td>
<td>OPS CHALLENGE: April 20th is Ops Challenge Training Day at Franklin Training Center. Peter made motion to spend $100 for pipe for Ops Challenge. Seconded by Nancy.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>May 11, 2012</td>
<td>FALL MEETING: Gerry has set up tour at Plymouth WWTF. Date is September 21. See attached meal selections for lunch at Common Man. Peter motioned for lunch to be at Common Man at $35.00/person. Seconded by Nancy.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>May 11, 2012</td>
<td>OPERATOR EXCHANGE: There was no response back from membership to eBulletin requesting candidates. Ray McNeil from Dover has expressed interest to Ray Vermette. Peter motioned for Ray McNeil to be candidate, seconded by Kristin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>June 1, 2012</td>
<td>WINTER MEETING: John/Ray said we are right on budget with 125 people. Could cut cost a little if dessert is dropped. Plan is to tour Dover plant from 8:30 to 11:00. Multiple tours set up at Redhook. Arrive 11:00; Lunch 12:00; 1:00 Presentation; Tour 2:00; and Tour 3:00. Tim made a motion which was seconded by Andrea for John/Ray to proceed to lock in with Redhook.</td>
<td>Vote was unanimous.</td>
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<td>September 14, 2012</td>
<td><strong>OTHER:</strong> Nancy’s laptop is having problems. John motioned to buy Nancy a new laptop and latest version of Quicken for the Treasurer’s position. Seconded by Andrea.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>October 19, 2012</td>
<td><strong>EDUCATION:</strong> Each year we talk to NH State Teachers Association to promote Stokholm Prize. NH has an applicant this year. Event is this Sunday and Monday, October 21 &amp; 22. We usually have a booth. Peter made a motion to spend $75 to register and have booth. Motion seconded by Kristin. John and Geri C. to man booth.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>November 16, 2012</td>
<td><strong>2013 LEGISLATIVE BREAKFAST:</strong> John motioned that the Board authorize $400.00 for the purchase of buttons/pins for the Breakfast. Seconded by Kristin. Four articles in <em>Town and City Magazine</em> can be seen on LGC’s website. Geri to add link to this on NHWPCA website.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>November 16, 2012</td>
<td><strong>EDUCATION:</strong> Ray Gordon said next meeting will be in December. Greg Kidd will be doing all the training again. Committee has 12 applications for Management Training School. May get one more. Only six of the candidates are NHWPCA members. Ray thinks only 2 or 3 will apply for a scholarship. Board agrees candidate must be a member to get scholarship. Kristin made motion to give one year free membership to candidates after program begins. Seconded by Nancy.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 18, 2013</td>
<td><strong>2013 LEGISLATIVE BREAKFAST:</strong> Big push is for people to reach out to their legislators. Kristin wants people to make phone calls and write emails. Legislative Affairs Committee asked if Board would consider prizes for member who contacts most legislators and who has most attend. John motioned that Board establish the two $50.00 prizes, seconded by Nancy.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 18, 2013</td>
<td><strong>INDUSTRIAL CERTIFICATION:</strong> Mike Butler and Ken Kessler summarized goal and potential schedule for establishing industrial certifications (could be as much as 7 years). A request has been made that if NHWPCA supports this idea, that Board write a letter stating that. A draft letter is out and is currently under review (see attached). John motioned that Board accept the draft letter. Dave Lovely seconded.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 18, 2013</td>
<td><strong>WASTEWATER MANAGEMENT SCHOOL:</strong> Ray Gordon said that they are getting an EPA grant to help pay for some of the speakers at the classes and books are all paid for already. Money being requested for 14 students from the Association will be up to $5,000 but after grants and other income, the net result should be a surplus of about $1,700 back to the Association (see attached estimated budget). Nancy made motion to spend up to $5,000 for WMS. Seconded by Kevin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 18, 2013</td>
<td><strong>OTHER:</strong> Andrea made a motion to buy pizza for Concord WWTF next month for hosting meetings. Seconded by Nancy.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>January 18, 2013</td>
<td><strong>OTHER:</strong> NHSTA Conference. Association sponsors a booth. Dave Mercier made a motion to split fee with NEWEA. Seconded by John.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>February 15, 2013</td>
<td><strong>BUDGET:</strong> Nancy provided a draft 2013 Budget for review and discussion. The Board thoroughly reviewed the proposed revenue and expenses and made adjustments. Tim made a motion to approve the amended budget (see attached). Motion seconded by Peter.</td>
<td>Vote was unanimous.</td>
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<td>February 15, 2013</td>
<td>WEBSITE: Board discussed web hosting. We have been unhappy with WSI. Contract will run out with WSI in October 2013. Motion was made by Peter to pursue a transition towards a different web hosting group such as Yahoo. Motion seconded by Tim.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>February 15, 2013</td>
<td>OTHER: Peter suggested that we start keeping a separate running log of all motions that are made and voted on that would then be distributed to Board members at least once a year. Board agreed, Dave M. to start.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>March 14, 2013</td>
<td>BUDGET: Sean discussed creating an event summary (see handout). Tim made a motion to finalize spreadsheet, have Linda review it, and use it moving forward with each person responsible for event/committee. Motion seconded by Peter. Peter asked Linda to send checklist for each event.</td>
<td>Passed, unanimous.</td>
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<tr>
<td>March 14, 2013</td>
<td>COMMUNICATIONS: Kristin made motion to allow Webmaster full authority to change website theme. Motion seconded by Tim. After discussion, Peter amended motion to require Webmaster to ask President's permission each time before proceeding. Amended motion seconded by John.</td>
<td>Vote on amended motion was unanimous.</td>
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<tr>
<td>August 16, 2013</td>
<td>WEBSITE: Andrea made a motion to approve Todd moving forward with moving website to IPage. Motion seconded by Tim.</td>
<td>Vote was unanimous.</td>
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<td>August 16, 2013</td>
<td>STOCKHOLM JUNIOR PRIZE CANDIDATE: Dave made a motion to contribute funding for travel this year to a maximum of $500. Seconded by Andrea.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>August 16, 2013</td>
<td>ASSOCIATION NAME CHANGE: Tim made a motion to start campaign to change name of Association to New Hampshire Environment Association. Seconded by Andrea.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>September 13, 2013</td>
<td>WILD NH DAY 2014: Fred made a motion to fund the purchase of &quot;dispensables&quot; for educational outreach up to $500 from SEP Account. Seconded by Kristin.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>September 13, 2013</td>
<td>2014 BOARD MEMBER NOMINATIONS: Kristin made a motion to nominate Ken Conaty as Director-at-Large. Seconded by Andrea.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>October 11, 2013</td>
<td>2014 TRADE FAIR: Peter made a motion to lock in the Executive Court for the 2014 Trade Fair on April 10. Seconded by Kristin.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>November 8, 2013</td>
<td>BANK OF AMERICA ACCOUNT: Peter made a motion to remove George Neil and Steve Clifton from the Association's Bank of America account and authorize Kevin MacLean and Andrea Martel as signatories. Seconded by Andrea.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>February 7, 2014</td>
<td>PERMIT: Peter made motion for NHWPCA President to author a sample letter for Town to request draft permit comment period extension. Motion seconded by Kristin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>February 7, 2014</td>
<td>A.S. SEMINAR: Tim made a motion to provide $500 to program from SEP account as long as at least 15 spots would be held for NH operators. Motion seconded by Peter. Vote was 8 to 1 in favor.</td>
<td>Vote was 8 to 1 in favor.</td>
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<tr>
<td>Friday, March 21, 2014</td>
<td>FINANCE REPORT &amp; BUDGET: Fred made a motion to accept the proposed 2014 Budget as presented. Seconded by Kristin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, May 9, 2014</td>
<td>SAFETY: Peter made a motion and Kevin seconded to accept the proposed Safety Committee mission statement changes except the Board wants to keep coordination with NEWEA Safety Committee in.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, May 9, 2014</td>
<td>SCHOLARSHIP: Tim nominated Marisa Maher for this year's scholarship. Seconded by Fred.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, September 12, 2014</td>
<td>TREASURER'S POSTION: John made a motion to nominate Noelle Osborne as Nancy's replacement to finish out this year's term as Treasurer. Motion seconded by Kristin.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, September 12, 2014</td>
<td>ADMINISTRATIVE ASSISTANT'S POSITION: Peter made a motion to make a formal offer to Elizabeth Harrington for the position of NHWPCA Administrative Assistant for 2015.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, September 12, 2014</td>
<td>ADMINISTRATIVE ASSISTANT'S POSITION: Peter made a second motion to authorize up to $700 of additional funds above that budgeted for the AA position for Elizabeth Harrington to job shadow Linda Gaudette this fall. Tim seconded the motion.</td>
<td>Vote was unanimous.</td>
</tr>
</tbody>
</table>
ELIZABETH C. HARRINGTON

11 Sandalwood Road, Hudson, NH 03051 | 603 321-7012 | focusingsafety@gmail.com

SUMMARY

- Deliverable focused highly motivated professional.
- Proven skill set in general office organization tasks including filing and records management.
- Effective at handling multiple incoming calls and emails.
- Comprehensive knowledge of using fax machines, projectors and other automated equipment.
- In-depth knowledge of keyboarding and computers.
- Good organizational decision making skills.
- Exceptional time management and problem solving skills.
- Proven record of working accurately and independently with close attention to detail.
- Proven ability to maintain secrecy of sensitive information.
- Effective at tailoring communication style with management, employees and customers.

COMPUTER SKILLS

- Proficient with Microsoft Word, Outlook, Excel, PowerPoint, Publisher, Windows 7 and Windows 8.
- Effective at developing Website content for Public consumption.

EXPERIENCE

February 2013-Present  Owner/Business Manager, Focusing Safety
- Health & Safety consulting company.
- Responsible for scheduling, organization and implementation of daily business operations. Coordinate travel and event planning.
- Cost accountant manager for multiple contracts up to $5k in value.
- Managed website development effort.

2009-Present  Board of Director, New England Pet Partners
- Director: Non- Profit - raising awareness about the benefits of Pet Assisted Therapy, and providing resources to train qualified visiting teams.

2009-Present  Registered Animal Handler, Pet Partners
- Represent New England Pet Partners at community events, assist with Team Evaluations, and provide Animal Assisted Activities for affection and comfort.

2001-2009  Kindergarten Teacher, St. Joseph Parish Kindergarten
- Developed and facilitated Kindergarten Curriculum.
- Responsible for Parent-Teacher Conferences, and Open Houses.

1982-2001  Physical Education Teacher, St. Joseph Regional Catholic School
- Developed and facilitated Physical Education Curriculum grades K-8.
- Responsible for quarterly reports and yearly Field Day events.

EDUCATION

1978-1982  Bachelor of Science in Physical Education, Boston State College
I am unable to attend Friday’s meeting. Listed below are my golf tournament, NEWEA, and NHWPCA inputs/updates.

I. Golf Tournament

We had 92 golfers participate in our 2104 golf tournament which is an average turnout. We have booked Beaver Meadow for our 2015 Golf tournament on August 6th. Below is our final 2014 golf tournament financial statement that resulted in a net profit of $3,436.

2014 Revenues

1. Golf fees - $9,150
2. Sponsors - $4,700
3. Red Sox/Bruins raffle and putting contest - $505

Total Revenues = $14,355

2014 Expenses

1. Check No. 899: City of Concord for golf, carts, prizes, and food - $7,754
2. Check No. 900: Derryfield Golf Shop for prizes - $1,095
3. Check No. 901: Prizes and operating expenses - $2,070

Total Expenses = $10,919

Net Profit = $3,436

II. NEWEA Awards

Below are the NEWEA awards that will be distributed at the annual conference in Boston in January 2015. We will also re-issue these awards at our annual Trade Fair in 2015.

<table>
<thead>
<tr>
<th>Operator of the Year</th>
<th>Ken Noyes, Franklin NH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alfred E. Peloquin Award</td>
<td>Harry Stewart, Concord NH</td>
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<tr>
<td>Clair N. Sawyer Award</td>
<td>Ed Rushbrook, Northfield, NH</td>
</tr>
<tr>
<td>Asset Management Excellence Award</td>
<td>City of Dover WWTP</td>
</tr>
</tbody>
</table>
III. Operator Exchange

CT has not identified an operator exchange candidate yet. However, our general itinerary will be arriving Monday October 6th, visit some WWTPs during the day, and then attend a NHWPCA Board of Directors dinner that night. Attend the fall meeting on Tuesday October 7th. If interested, we will add a second day of WWTP tours on Wednesday the 9th.

NH’s exchange operator is Jason Young of the Franklin WWTP. Below is Jason’s draft itinerary for this trip to CT in October. It was agreed that NHWPCA would reimburse Jason for mileage and tolls and CT will pick up all other expenses.

Wednesday October 15
- Option to stop at Vernon (Ray Weaver/David Ignatawicz) and/or Manchester WWTF (Ray Weaver) & on way to dinner in Wallingford
- Operator drives to Meriden and meets with Frank Russo (Meriden) and/or Terry Smith (Wallingford) for dinner.
  - Note: The restaurant will be in the Operator’s hotel (Wallingford) so the meal can be put on the room bill

Thursday October 16th
- Operator goes to Wallingford WWTF
- Then to Frank Russo at Meriden WWTF
- Then to Peter Lewis at Deep River WWTF (SBR Facility)
- Head to Groton to stay at Best Western-Groton & have dinner with Kevin Cini (Groton WWTF)
  - Note: The restaurant is in the Operator’s hotel (Best Western - Groton) so the meal can be put on the room bill

Friday October 17th
- Then Kevin will pick them up in AM, go to Coast Guard Academy (Shipboard Waste)
- Then onto Mike LaLima in Norwich NPU (Cogen)
- Then onto Dave Drobiak at Foxwoods Resort & Casino (Wastewater Reuse)

IV. New Hampshire Municipal Association Conference

Shelagh Connelly arranged for NHWPCA to host two technical sessions at the New Hampshire Municipal Association annual conference on November 12th and 13th. Below are drafts of the two technical sessions.

*Getting Your Planning Board “On Board” - The Link between Planning Board and Infrastructure Management*

Talk 1 – Implementing Low Impact Development in Stormwater Design
Talk 2 – Nutrient Tracking and Stormwater and your Planning Board
Talk 3 – Involving and Training your Planning Board to Line up with Infrastructure Management

*Water Infrastructure Report Card*

Talk 1 Fred McNeill - Give state of water infrastructure in NH…with short case study examples of large (Manchester) and small community upgrades happening/ed and needs….
Talk 2 Vicki Quiram - Funding options that currently exist and the outlook for the future….at both state and federal level…and the regulatory framework that impacts some of these costs.…. 

Talk 3 Bill Brown - Scope of SB 60 Commission and its findings and the concept of a water tax (like the recent gas tax)…. 

From: Adie, John [mailto:AdieJ@nashuanh.gov] 
Sent: Wednesday, September 03, 2014 3:24 PM 
To: Andrea Martel; Clardelli, Geraldine; David Lovely; David Mercier; McNeill, Fred; Gordon, Ray; kconaty@merrimacknh.gov; Kevin MacLean; Kurt Ribichaud; Lesieur, Nancy; Linda Gaudette; Mary Jane Meier; Mike Butler; Noel, Kristin; Peter Goodwin; Tim Vadney; Todd Gianotti 
Subject: September Meeting 09/12/2014 

Hi Everyone, 

Fall, back to school and BOD meetings again. I hope that this email finds everyone rested and ready to get back to association work. Please find the attached agenda for our next meeting. Hope to see most of you there. To those that cannot attend….please email me with questions or a report so that we may keep everyone informed. 

Very Thankfully, 

John C. Adie 
Plant Operations Supervisor 
City of Nashua WWTF 
2 Sawmill Road 
Nashua, NH 03060 

Main Number 603-589-3560 
Desk Number 603-589-3564 
Cell Number 603-718-0618 

The Right-To-Know Law (RSA 91-A) provides that most e-mail communications, to or from City employees and City volunteers regarding the business of the City of Manchester, are government records available to the public upon request. Therefore, this email communication may be subject to public disclosure.
Matter added to current law appears in **bold italics**. Matter removed from current law appears [in brackets and struck through].

Amend RSA 149-I:6 to read as follows:

**149-I:6 Bylaws and Ordinances.** –

I. In municipalities where the sewage or stormwater is pumped or treated, the mayor and aldermen may adopt such ordinances and bylaws relating to the system, pumping station, treatment plant or other appurtenant structure as are required for proper maintenance and operation and to promote the objectives of the sewage system or stormwater utility.

II. Any person who violates any ordinance or bylaw adopted pursuant to paragraph I of this section shall be subject to a civil penalty [not to exceed $10,000 per day of such violation] of $1,000 for each day that the violation continues after the date on which the person receives written notice of the violation from the municipality. Each day that a violation continues shall be a separate offense. In addition, the municipality may institute injunction, mandamus, abatement, or any other appropriate action or proceeding to prevent, enjoin, abate, or remove the violation.

III. A municipality shall give notice of the alleged violation to the department of environmental services within 10 days of commencement of any action under this section.

IV. In any action brought by a municipality for injunctive relief or recovery of civil penalties under paragraph II, the municipality shall recover its costs and reasonable attorney fees actually expended in pursuing the action if it is found to be a prevailing party. For the purposes of this paragraph, recoverable costs shall include all out-of-pocket expenses actually incurred, including but not limited to inspection fees, expert fees, and investigatory expenses.

V. If any violation of a local ordinance or bylaw adopted under paragraph I results in the expenditure of public funds by a municipality which are not reimbursed under paragraph IV, the court in its discretion may order, as an additional civil penalty, that a violator make restitution to the municipality for the funds expended.

VI. The superior court may, upon a petition filed by a municipality and after notice and a preliminary hearing as in the case of prejudgment attachments under RSA 511-A, require an alleged violator to post a bond with the court to secure payment of any penalty or remedy or the performance of any injunctive relief which may be ordered or both. At the hearing, the burden shall be on the municipality to show that there is a strong likelihood that it will prevail on the merits, that the penalties or remedies sought are reasonably likely to be awarded by the court in an
amount consistent with the bond sought, and that the bond represents the amount of the projected expense of compliance with the injunctive relief sought.

VII. The municipality may commence an action for civil penalties under paragraph II either in the district court pursuant to RSA 502-A:11-a, or in the superior court.