NHWPCA January 15, 2014 BOD Meeting Minutes

Attendees: Kevin MacLean, David Mercier, Ken Conaty, Peter Goodwin, Andrea Martel, Kurt Robichaud, Paul Casey, Noelle Osborne, Elizabeth Harrington

Guests: Ray Gordon

The Meeting was held at the Hall Street WWTF in Concord and started at 9:01 a.m.

Comments on the November 14, 2014 Minutes: Kurt made a motion to approve minutes, seconded by Kevin. Vote was unanimous to accept.

NH Fish & Game Day

Saturday, April 18. Ray will reserve table. Need Board members to attend and Board member to buy fishing poles.

Winter Meeting

Meeting went well. Noelle is still compiling numbers.

Website

Need to get the website contract for 2015 in place.

Trade Fair

Peter and Andrea to get together to discuss details of the Trade Fair. Technical sessions – Board feels two sessions offered twice during event.

Organizational Guide

Peter is working on two things: 1) Revising officers’ duties and 2) creating a schedule of the Association’s activities on a monthly basis. Peter to send out info and convene a separate meeting to discuss in subcommittee.
Poster Contest

Not many posters received. Deadline being extended to January 31, 2015. Geri would like ComCom to help make calls to select schools. Peter to remind Boy Scouts/Girl Scouts. Dave M. to call ComCom meeting.

COMMITTEE REPORTS:

NEWEA State Director’s Report: Fred

NEWEA Annual Conference at end of month. Government Affairs Committee meeting this month.

Activities: Noelle

See attached report. At the Committee’s request, Kevin made a motion to approve the Summer Meeting to be held at Ellacoya. Motion seconded by Ken. Vote was unanimous. Committee finalized Ski Day flyer with Maine.

Communications: Dave

See Poster Contest and attached report.

Education: Kevin

Spring Training. NEBRA Land Application Class on March 31. What’s Flushable Class will be run again. FOG Symposium being planned. MaryJane is also working on a class hosted by HACH. See attached report.

Legislative: Peter

See attached report. Fred has confirmed Fritz Weatherbee as Guest Speaker. NHWPCA is sponsoring Green Eggs and Ham meeting on January 28.

Membership: John

Per Elizabeth, 239 members through 1/6/15 (18 new). Only 170 have voted. Current vote tally vs. 107 Yes, 63 No, Question 1; 81 Yes, 89 No, Question 2. Vote deadline is February 15, 2015.

Newsletter: Kurt

See attached report. Committee is meeting next week.
**Permit: Peter**

See attached report. Board has been approached to write a letter of support as requested by John Hall for Taunton, MA. Much discussion ensued. Kevin made a motion to decline at this time. Motion seconded by Ken. Vote was unanimous.

**Safety: Ken**

See attached report. Committee met two weeks ago. Committee will try to rotate location of future classes.

**Scholarship: Tim**

See attached report. Committee plans to focus more on scholarships for people already enrolled in water related programs. E-mailed application to 18 NH colleges.

**Ops Challenge: Tim**

No report.

**Certification: Kevin**

See attached report. Kevin is willing to stay on for 2015.

**NEW/OTHER BUSINESS:**

- Andrea is working on draft Corporate Sponsorship. This needs to be dealt with. Peter has sent helpful sample for Andrea to reference in developing ours. Paul will contact Andrea to help complete.
- Dates: **Legislative Breakfast** on March 25, 2015; **Trade Fair** on April 16, 2015; **Summer Outing** on June 26, 2015 (to be confirmed); **Golf Outing** on August 6, 2015.
- Board wants new booth. Wait until February after name change vote is done.
- Peter asked about interest to start a Young Professionals Committee. Consensus was this would be good but Association needs to get more organized first before starting something new. Considered fewer and more active committees moving forward?
- Budget. All committees to get 2015 budgets to Peter.
- Noelle has created an expense reimbursement form for use going forward. Ken made a motion that any request over $500 not previously approved will require the President's signature. Motion seconded by Kurt. Vote was unanimous.
- NEWEA Award plaque updates. Dave to take care of this.
- Next month the Board needs to discuss assigning awards (NEWEA, POTY) to a committee.
• Kevin brought up the Association’s 50th Anniversary. Need to start discussing possibilities/ideas.

Meeting adjourned at 11:32 a.m. upon motion made by Kurt and seconded by Ken.

Next meeting to be held on Thursday, February 19, 2015 at 10:00 a.m. at the Concord, WWTF.
<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 VW 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 NEIWWPC 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>
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<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>
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<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 more 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>OTHER: 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>EDUCATION: Each year we talk to NH State Teachers Association to promote Stolholm 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>2013 LEGISLATIVE BREAKFAST: John motioned that the Board authorize $400.00 for the purchase of buttons/pins for the Breakfast. Seconded by Kristin. Four articles in Town and City Magazine 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>EDUCATION: 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 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>2013 LEGISLATIVE BREAKFAST: 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>INDUSTRIAL CERTIFICATION: 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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<td>January 18, 2013</td>
<td>WASTEWATER MANAGEMENT SCHOOL: 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>OTHER: 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>OTHER: 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>BUDGET: 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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<tr>
<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>
</tr>
<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 Kristin.</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;dispersables&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>
</tr>
<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>
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<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 Tim.</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>
</tr>
<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>
<tr>
<td>Friday, October 17, 2014</td>
<td>Kristin made motion to conditionally award POTY to Hampton assuming review goes well. Motion seconded by Tim.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, October 17, 2014</td>
<td>Andrea made a motion for Noelle to take over as Liaison for Nancy. Motion seconded by Kristin.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, October 17, 2014</td>
<td>Kristin made a motion for John to sign a letter in support of amendment to RSA 149-I-6. Motion seconded by Peter.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, October 17, 2014</td>
<td>Kevin made a motion to hold meetings every month except for April and December. Motion seconded by Dave.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Thursday, January 15, 2015</td>
<td>2015 SUMMER MEETING: Kevin made a motion to approve the Summer Meeting to be held at Ellacoya. Motion seconded by Ken.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Thursday, January 15, 2015</td>
<td>LETTER OF SUPPORT FOR TAUNTON, MA: Kevin made a motion to decline at this time. Motion seconded by Ken.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Thursday, January 15, 2015</td>
<td>NEW EXPENSE REIMBURSEMENT FORM: Ken made a motion that any request over $500 not previously approved will require the President’s signature. Motion seconded by Kurt.</td>
<td>Vote was unanimous.</td>
</tr>
</tbody>
</table>
COMMITTEE/OFFICER REPORT

NHWPCA
PO BOX 1382
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nhw pca.elizabeth@gmail.com
603 321-7012

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 1/16/2015

COMMITTEE/OFFICER NAME: ACTIVITIES COMMITTEE

CHAIR/OFFICER NAME: MIKE THERIAULT

RECENT ACTIVITIES: Coordinating with Maine WEA for Friday 3/27/15 Ski Day at Sunday River.

DECISIONS MADE: Summer Meeting to be held Friday 6/26/15 at Ellacoya State Park. Verbal reservation made with NH State Parks.

MEETINGS HELD/ATTENDED: none

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: 1. Finalize ski day flyer with Maine WEA, distribute to Newsletter, Website, and Email blast. 2. Attend joint Skiday and help with coordination. 3. Noelle to cut and mail check for Summer Meeting reservation. 4. Identify summer meeting Tech Session topic and speaker. 5. Summer meeting planning.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 6/26/2015

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Mike Theriault

DATE SUBMITTED: 1/7/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other: Click here to enter text.
COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: Click here to enter a date.

COMMITTEE/OFFICER NAME: Communications Committee

CHAIR/OFFICER NAME: Geri Ciardelli

RECENT ACTIVITIES: NH Clean Water Week Poster Contest. Invitations to participate sent in September. Deadline just extended to 1/30/15

DECISIONS MADE: Click here to enter text.

MEETINGS HELD/ATTENDED: Only 2 official meetings are held per year. The first is January/February to vote on Posters before they go to the BOD for final approvals. The second is the follow up meeting after the Governor meet and greet in May/June. All other meetings held via email communications.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Need to solicit membership to make personal calls to schools to encourage more entries. Need to help Todd with information to be placed on website.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Click here to enter a date.

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Geri Ciardelli

DATE SUBMITTED: 1/14/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other: Click here to enter text.
COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 1/15/2015

COMMITTEE/OFFICER NAME: Education Committee - Kevin MacLean

CHAIR/OFFICER NAME: Mary Jane Meier

RECENT ACTIVITIES: Fall 2014 WW Operator training classes developed in coordination with NH DES included 9 classes sponsored by NHWPCA. The class registrations totalled $7,145 - costs $1,523 = $5,622 as cash generated for future educational program funding available for 2015 training opportunities. The funds cover speaker fees, travel expenses and food/beverage costs.

DECISIONS MADE: Delay the WW Manager Candidate School session from 2015 to 2017- due to low enrollment. Insufficient number of students to maximize program cost/benefit.

MEETINGS HELD/ATTENDED: Last meeting was held July 16 to discuss/select the Fall 2014 training program topics.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Spring 2015 class topics will include Hach’s Process Instrument Verification the fee is $2,900 to bring the speaker from CO. And Ray Gordon anticipates a Biosolids class in conjunction with NEBRA that will require a $600 sponsorship from NHWPCA. Next Committee meeting is set for January 8 at the Franklin Training Center to discuss/select the Spring 2015 training program topics.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 1/8/2015

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: MJ Meier/ Kevin MacLean

DATE SUBMITTED: 1/5/2015
COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: Met at Winter Meeting

COMMITTEE/OFFICER NAME: Shelagh Connelly

CHAIR/OFFICER NAME: Click here to enter text.

RECENT ACTIVITIES: Worked on the details for legislative breakfast. Confirmed guest speaker as Fritz Weatherbee via Fred McNeill outreach.

DECISIONS MADE: Click here to enter text.

MEETINGS HELD/ATTENDED: Click here to enter text.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Click here to enter text.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 1/14/2015

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Click here to enter text.

DATE SUBMITTED: 1/5/2015

 DISTRIBUTION: NHWPCA Affiliate Liaison
 Executive Committee Meeting
 Other: Click here to enter text.

NEWSLETTER

Click here to enter text.

Please check if item should be expanded for external release. ☐
COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: Click here to enter a date.

COMMITTEE/OFFICER NAME: NEWSLETTER

CHAIR/OFFICER NAME: STEPHANIE ROCHEFORT

RECENT ACTIVITES:
1. The winter newsletter was completed
2. We have begun soliciting advertisements for our spring edition and 2015 sponsors. I’ve had positive responses from 11 companies and have collected $1900 so far.
3. The deadline for our spring edition is February 13th, 2015. This deadline allows us to have a newsletter in reader’s hands before the Trade Fair, especially important with the advertisements.

WHAT’S BEEN AWESOME:
1. The safety committee has been awesome in submitting on-time articles for the safety corner section of each newsletter.
2. We’ve had no problem getting our bills paid for postage and printing. Thank you Treasurer!
3. We had a wonderful article for the cover of the winter edition. I’ve been getting lots of positive feedback on having the plants where we go for the fall and winter meetings featured on the front pages of the appropriate newsletter.

DECISIONS MADE:

MEETINGS HELD/ATTENDED: Click here to enter text.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Click here to enter text.
NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 2/13/2015

OTHER RECOMMENDATIONS:
WHAT WE NEED
1. I need the president’s address (and a photo or we’ll pick one that Charlie Tyler took) e-mailed directly to me so that I can edit for proper format for the cover of the spring edition.
2. A paragraph or two from the past president for the “president’s corner” section of the spring edition.
3. Help with distributing the attached 2015 sponsor and ad form. The past practice of including this with the Trade Fair mailing is TOO LATE FOR OUR DEADLINE. I actually received complaints about this last year, but I don’t have the appropriate e-mail list to reach out to all the Trade Fair vendors.

REPORT SUBMITTED BY: STEPHANIE ROCHEFORT

DATE SUBMITTED: 1/6/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other: Click here to enter text.

NEWSLETTER
Click here to enter text.
Please check if item should be expanded for external release. □
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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: Click here to enter a date.

COMMITTEE/OFFICER NAME: Safety Committee – Ken Conaty

CHAIR/OFFICER NAME: Ricardo Cantu

RECENT ACTIVITIES: FTC Basic Electrical Course Training (25+ attendees - $25 fee, check will be turned over to the NHWPICA from Mary Jane Mier. See minutes attached for October 2014. Annual Goals Luncheon in December 2014 – See attached minutes from December. Completed Safety Survey at Winter Meeting – See attached spreadsheet for results. Will publish in next Collector

DECISIONS MADE: See the attached minutes. Will do an AED/CPR training in the Spring.

MEETINGS HELD/ATTENDED: Bi-monthly (usually) see attached minutes for all of 2014.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Implementing the results of the Safety Survey for future training programs. Continue to have a “Near Miss” available for each ensuing Collector.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 2/13/2015

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Ricardo Cantu

DATE SUBMITTED: 1/5/2015

DISTRIBUTION: NHWPICA Affiliate Liaison
Executive Committee Meeting
Other: Safety Committee Members

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COMMITEE/OFFICER REPORT

NHPCA
PO BOX 1382
LONDONDERRY, NH 03053
nhwca.elizabeth@gmail.com
603 321-7012

GUIDELINES FOR OFFICER/COMMITEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 8/28/2014

COMMITTEE/OFFICER NAME: Scholarship Committee

CHAIR/OFFICER NAME: Michael Carle

RECENT ACTIVITIES: Awarded the 2014 scholarship to Marisa Maher

DECISIONS MADE: Due to the lack of appropriate scholarship candidates, we think it would be a better use of the associations money to direct scholarship funds to college students already enrolled in a water/wastewater related major.

MEETINGS HELD/ATTENDED: Meeting held at the CDM office in Manchester. Attending: Michael Carle, Krista Larse, and Jeremy Bouvier

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Krista would get the information from the colleges, Jeremy will work with Todd on getting the website updated, Mike will present the changes to the board and write up new guidelines.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Next meeting TBD

OTHER RECOMMENDATIONS: Have the application available to fill out on line.

REPORT SUBMITTED BY: Michael Carle

DATE SUBMITTED: 1/12/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other: Click here to enter text.
COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 11/7/2014

COMMITTEE/OFFICER NAME: NHDES Certification Committee

CHAIR/OFFICER NAME: Mary Jane Meier / Kevin MacLean

RECENT ACTIVITIES: In the last month- we have held the WW exam there were 13 grade 1; 13 grade 2; and 7 grade 4 tests given. Certified WW Operator stats - 1) As of December 1, 2014 Total # of Certified WW operators in NH = 605 in all 4 grades of certification. - 2) Total # of new operators 12/1/13-12/1/14: Added thru Reciprocity = 11 at grade 2; 3 at grade 3.....Added by taking the NH ww exams = 11 to grade 1; 11 to grade 2; 1 to grade 3. - 3) Total # of NH WW operators who allowed their certification to expire 12/1/13-12/1/14 = 42.

Wastewater Management Candidate School stats: DES and NHPCA partnered on this program. We were able to use leftover US EPA grant money to partially fund some of the costs associated with both 2011 and 2013. That money is now completely used up. The figures given below for “surplus” generated is chiefly due to the EPA grant money applied. - 1) Inaugural year 2011 Class 16 graduates. Number of graduates who accepted new positions = 4. First year was a 12 month program. Registration cost per student $300. Surplus generated for NHPCA $1,065.00. - 2) Year 2013 Class 14 graduates. Number of graduates who accepted new positions = 4. Second program was changed to a 9 month program. Registration cost per student $500. Surplus generated for NHPCA $1,071.00

DECISIONS MADE: 1) Discussion of education credit for various forms of training programs- webinars, tours, on-line format; correspondence courses; approval of in and out-of-state training provider’s programs; continuous crediting for NEIWPC, Granite State Rural Water Association and NH Water Works Association classes. - 2) Env-Wq 304 Rule conformance issues for ww facility staffing. 7 community (Sewer commissions) facilities in the past year have been contacted and reminded of the need for back-up operations staff and replacement of chief operators. - 3) Rule revisions and re-adoption in August 2013. Incorporated the ability for operators to rollover excess ed. credit to following renewal period, and required Grade 1 operators earn 10 hours of ed credit for renewal every 2 years.

MEETINGS HELD/ATTENDED: Multiple over the past year. Committee makeup for 2015 consists of Mary Jane Meier, Ray Gordon, Ken Noyes, Dan Peterson and Kevin MacLean. {same as 2014}
ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Click here to enter text.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 1/12/2015

OTHER RECOMMENDATIONS: Determine if this committee should continue to be reported to the Board. This form can be problematic when trying to utilize "cut & paste" functions.

REPORT SUBMITTED BY: Mary Jane Meier / Kevin MacLean
DATE SUBMITTED: 1/6/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other: Click here to enter text.

NEWSLETTER
Click here to enter text.
Please check if item should be expanded for external release. □