NHWPCA March 13, 2015 BOD Meeting
Minutes

Attendees: Kevin MacLean, David Mercier, Ken Conaty, Peter Goodwin, Kurt Robichaud, Noelle Osborne, Elizabeth Harrington, Fred McNeill, Paul Casey.

Guests: None.

The Meeting was held at the Hall Street WWTF in Concord and started at 10:00 a.m.

Comments on the February 19, 2015 Minutes: Add comments from Kevin’s email on NEWEA and Trade Fair date says April 16 instead of 9. Fred made a motion to approve minutes, seconded by Kevin. Vote was unanimous to accept.

Trade Fair/Spring Meeting

Two presentations lined up - ice pigging and microbeads in the waste stream. Elizabeth will make up name tags for Directors. Do not put position on it, just Board Member. Also get handwritten sticky ones for attendees of Trade Fair. Can vendors set up the night before? Peter to follow-up with Andrea on this. Need Dave to do eNews blast to get vendors signed up.

Legislative Breakfast

Fred said speakers are all lined up. So far Elizabeth has 33 legislators lined up plus 7 others. Board members attending: Peter, Fred, Dave, Elizabeth, maybe Noelle. Fred to chase after NEWEA for their contribution to the breakfast. Dave to send out eNews blast to get legislators to breakfast. Peter to have Shelagh send Dave updated info. Trying to set up Concord plant tours after the Breakfast; maybe later in year.

New Booth/Banner for NHWPCA

Peter will pursue both a new banner and a new booth pull-up backdrop. Fred made motion to budget up to $1,000 towards these items. Motion seconded by Kevin. Vote was unanimous.
**NH Fish & Game Day**

Contact Ray if you wish to help at booth. Ray will make schedule. Dave will buy fishing poles. $300 budget.

**COMMITTEE REPORTS:**

**NEWEA State Director's Report:**

See attached report. Please use NEWEA Spring Meeting logo on all current NHWPCA mailings/emails. NEWEA director will continue to do Peloquin and Operator of the Year awards. Need to assign other awards and applications to a committee. Board believes it fits most closely with the Scholarship Committee. Peter will talk to Scholarship Committee members.

**Activities:**

See attached report.

**Communications:**

See attached report.

**Newsletter:**

See attached report.

**Education:**

See attached report.

**Legislative & Regulatory Affairs:**

See Legislative Breakfast. D.C. Fly-In: We will be having a meeting with Senator Ayotte. Will Gene Forbes be attending Fly-In?

**Membership:**

Paul will be taking over as Membership Chair. Paul/Peter/Andrea to flesh out Corporate Sponsorship and Corporate Membership Guidelines for implementation in 2016.

**Permit:**

Peter and Rick are trying to set up a meeting. Need to set timeframe to produce web page.
Safety:

Next meeting on April 17.

Scholarship:

See attached report.

Ops Challenge:

No report.

Certification:

See attached report.

NEW/OTHER BUSINESS:

- Dates: Legislative Breakfast on March 25, 2015; Trade Fair on April 9, 2015; NH F&G Day on April 18, 2015; Summer Meeting on June 26, 2015 (to be confirmed); Golf Outing on August 6, 2015.
- NEWEA Award plaque updates. Dave to take care of this.
- Kevin brought up the Association's 50th Anniversary. Need to start discussing possibilities/ideas. Fred will find a 50th seal to start using.
- Shirts for Board members. Fred will look into this.
- Bruce Kudrick suggested for 50th anniversary year to have all past presidents invited to meeting to thank and get photos, etc.

Meeting adjourned at 11:20 a.m. upon motion made by Fred and seconded by Ken.

Next meeting to be held on APRIL 10, 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>
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</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 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>
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<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>
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<tr>
<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 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>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 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>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 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>
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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 Kristin.</td>
<td>Vote was unanimous.</td>
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<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>
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<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>
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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>
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<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>
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<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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<td>Friday, September 12, 2014</td>
<td>TREASURER'S POSITION: 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>
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<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>
<tr>
<td>Thursday, February 19, 2015</td>
<td>QUICKBOOKS PREMIER 2015 SOFTWARE/BUDGET: Fred made a motion to purchase for $280. Motion seconded by Kurt.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Thursday, February 19, 2015</td>
<td>2015 BUDGET: Kevin made a motion to accept the proposed 2015 budget. Motion seconded by Noelle.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Thursday, March 12, 2015</td>
<td>NEW BANNER and BOOTH PULL-UP BACKDROP: Fred made motion to budget up to $1,000 towards these items. Motion seconded by Kevin.</td>
<td>Vote was unanimous.</td>
</tr>
</tbody>
</table>
COMMITTEE/BOD REPORT

NHWPCA
PO BOX 1382
LONDONDERRY, NH 03053
nhw pca_elizabeth@gmail.com
603 321-7012

GUIDELINES FOR COMMITTEE/BOD REPORT

BOD MEETING DATE: 23/13/2015

BOD NAME: Fred McNell

COMMITTEE CHAIR NAME: NEWEA State Director

RECENT ACTIVITES: Working w/ Leg. Affairs Committee on NEWEA Congressional Breakfast in Washington, DC on April 13th – 15th. Working with NEWEA to secure keynote speakers and Operator Session for Spring Conference at Mt. Washington Hotel June 7th - 10th. As host state, we will have the new booth at NEWEA Spring Conference with special NH theme. Writing letter of support for DES grant application.

DECISIONS MADE: Click here to enter text.

MEETINGS HELD/ATTENDED: Next NEWEA BOD meeting is at NEWWA Annual Conference in April in Worsereter.

ACTION PLAN COMMITTEE/BOD ASSIGNMENTS: Will re-award NEWEA/EPA awards from NEWEA Annual Conference at our Trade Fair in April. Need to identify candidates for 2016 NEWEA/EPA awards. There are national awards (WEF Collections Systems) that are always looking for nominations. However, this is a large level of effort to prepare a professional submittal. Need to identify candidates for NEWEA Operator Exchange program this fall. Determine unique host state activities/display for NEWEA Spring Conference.

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

OTHER RECOMMENDATIONS:

REPORT SUBMITTED BY: Fred McNeill

DATE SUBMITTED: 3/12/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
BOARD OF DIRECTOR Meeting
Other: Click here to enter text.

NEWSLETTER

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GUIDELINES FOR COMMITTEE/BOD REPORT

BOD MEETING DATE: 3/13/2015
BOD NAME: ACTIVITIES COMMITTEE
COMMITTEE CHAIR NAME: MIKE THERIAULT
RECENT ACTIVITIES: SETUP SUMMER OUTING COORDINATION MEETING, FRI 4/17/15.
DECISIONS MADE: NONE SINCE FEB REPORT
MEETINGS HELD/ATTENDED: NONE

ACTION PLAN COMMITTEE/BOD ASSIGNMENTS: 1. ELIZABETH TO PROVIDE MIKE THERIAULT A COPY OF MEMBERSHIP LIST FOR SKI DAY REGISTRATION. 2. PROVIDE A MEMO TO BOD SUMMARIZING ALTERNATIVE SUMMER MEETING LOCATIONS FOR THE FUTURE AND COST IMPACTS.

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


REPORT SUBMITTED BY: MIKE THERIAULT
DATE SUBMITTED: 3/10/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
BOARD OF DIRECTOR Meeting
Other: Click here to enter text.

NEWSLETTER

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GUIDELINES FOR COMMITTEE/BOD REPORT

BOD MEETING DATE: 3/13/2015

BOD NAME: Communications Committee - David Mercier

COMMITTEE CHAIR NAME: David Mercier

RECENT ACTIVITIES: Posters voted on to choose winners at February BOD Meeting. Committee is in process of contacting winners and inviting them to Spring Meeting/Trade Fair. Next meeting has been rescheduled to 3/27/15.

DECISIONS MADE: None this month

MEETINGS HELD/ATTENDED: None this month

ACTION PLAN COMMITTEE/BOD ASSIGNMENTS: None for now

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 3/27/2015

OTHER RECOMMENDATIONS: None for now

REPORT SUBMITTED BY: David Mercier

DATE SUBMITTED: 3/9/2015

DISTRIBUTION:
- NHWPCA Affiliate Liaison
- BOARD OF DIRECTOR Meeting
- Other: Click here to enter text.

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GUIDELINES FOR COMMITTEE/BOD REPORT

BOD MEETING DATE: Click here to enter a date.

BOD NAME: Newsletter

COMMITTEE CHAIR NAME: Stephanie Rochefort

RECENT ACTIVITES: spring edition of the newsletter is at the print shop! Total funds raised in advertisements/sponsors is $3925.

DECISIONS MADE: Click here to enter text.

MEETINGS HELD/ATTENDED: Click here to enter text.

ACTION PLAN COMMITTEE/BOD ASSIGNMENTS: May 1st is our next deadline. I will need a paragraph or two from the president for the president's corner. As usual, the safety articles are wonderful. It would be also nice to perhaps start a "meet the Board of Directors" feature where a different person is featured each time.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 5/1/2015

OTHER RECOMMENDATIONS: I appreciated the email list of vendors. Will need this EARLIER next year. I need to get the word out in the fall for advertisements & sponsors. I had THREE come in at the last-minute. Actually past the deadline. Luckily, my layout and design guru was able to accommodate.

REPORT SUBMITTED BY: Stephanie Rochefort

DATE SUBMITTED: 3/12/2015

DISTRIBUTION: NHWPCA Affiliate Liaison BOARD OF DIRECTOR Meeting Other: Click here to enter text.

NEWSLETTER

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COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 3/13/2015

COMMITTEE/OFFICER NAME: Education Committee

CHAIR/OFFICER NAME: Andrea Martel

RECENT ACTIVITIES: No changes to report for March- Enrollments are coming in as expected for classes. Spring 2015 class topics that require NHWPCA funding include 7 classes: Hach’s Process Instrument Verification the fee is $2,900 to bring the speaker from CO; Ray Gordon’s Biosolids class in conjunction with NEBRA $600; What’s Flushable class $750; Time Management class thru Bureau of Ed $650; Basic Math class $300; FOG Programs for Success $800; Safety Committee class First Aid, CPR and AED $35 /student and speaker fee funded by Safety Comm budget estimated $800. Total = $ 6,800. To cover these costs, 9 classes in the 2015 training program requires registration fees made payable to NHWPCA. Also we generated $5,622 in Fall 2014 registrations collected.

DECISIONS MADE: Nothing to note

MEETINGS HELD/ATTENDED: Meeting held Jan 8, 2015 at Franklin Training Center

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Developing the slate of courses for advertisement/distribution

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 7/1/2015

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: Mary Jane Meier
DATE SUBMITTED: 3/11/2015
DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other: Click here to enter text.

NEWSLETTER

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COMMITTEE/BOD REPORT

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603 321-7012

GUIDELINES FOR COMMITTEE/BOD REPORT

BOD MEETING DATE: March

BOD NAME: Click here to enter text.

COMMITTEE CHAIR NAME: Michael Carle

RECENT ACTIVITIES: Over the past month the scholarship committee has fielded a request for operator training assistance from the Town of Colebrook. They withdrew their initial request because they missed the registration deadline, but may ask later should another opportunity come up. There was discussion as to whether we should pay the full tuition, or have the town pay a portion. We also hit the deadline for the student scholarship with only two applicants.

DECISIONS MADE: We decided to extend the deadline for the student scholarship. We also agreed to pay for the class, but the student needed to become a member of the association first.

MEETINGS HELD/ATTENDED: none

ACTION PLAN COMMITTEE/BOD ASSIGNMENTS: We will meet in the month of March to go over the scholarship applicants.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: TBD

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: Michael Carle

DATE SUBMITTED: 3/10/2015

DISTRIBUTION: NHWPCA Affiliate Liaison
BOARD OF DIRECTOR Meeting
Other: Click here to enter text.

NEWSLETTER

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 3/13/2015

COMMITTEE/OFFICER NAME: NHDES Certification Committee

CHAIR/OFFICER NAME: Mary Jane Meier / Kevin MacLean

RECENT ACTIVITIES: Nothing new to report for March. E-mail sharing amongst committee regarding a request from Mike Carle to consider CEU credit for an Operator Exchange Program. Here’s a summary of our discussion points/advice. The members see merit in opportunities for operators to network and gain insight from other operator’s practices in use across the state and the nation. Officially, simple plant tours are not eligible for continuing education credit. Ideas to consider as you develop details on the operator exchange proposal that could allow credit eligibility: 1) If the exchange were to identify a single, focused problem solving effort – like hands on testing of a new lab method, chlorination set up for filamentous control, unique chemical addition strategy, sour digester recovery, etc...something to truly benefit the needs of the facility. 2) How is the relevancy of the education and tour going to be measured? 3) Perhaps the opportunity to attend or prepare for a budget meeting or sewer commission meeting – where the student operator prepares actual documents for the meeting and assists with the presentation. 4) Participants need to be accountable. The host facility would need to attest that the operator performed the hours, and the operator should be required to write about their experiences and turn it in.

DECISIONS MADE: None- still awaiting further info from Mike Carle.

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: Awaiting info

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 5/4/2015

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: 3/11/2015

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. ☐