NHWPCA August 21, 2015 BOD Meeting Minutes

Attendees: David Mercier, Ken Conaty, Peter Goodwin, Elizabeth Harrington, Paul Casey, Tim Vadney (via phone), Kevin MacLean, Andrea Martel, Kurt Robichaud.

Guests: MaryJane Meier, Ray Gordon, Mike Theriault.

The Meeting was held at the Concord Hall Street WWTF and started at 10:04 a.m.

Comments on the July 24, 2015 Minutes: Ken made a motion to approve minutes, seconded by Kevin. Vote was unanimous to accept.

Fall Meeting

Tim has things well in hand. Kevin to modify directions for flyer. Flyer to be mailed 8/28.

Winter Meeting

Kevin said deposit is in. Merrimack and Crowne Plaza.

50th Anniversary Planning

Committee met on 7/24. Working towards getting picture done at Hampton Beach with all past presidents.

Work has also started on getting additional funding.

Summer Meeting Discussions

Mike Theriault said Summer Meeting attendance and sponsorship have steadily declined over the past few years. This year meeting lost money. Need to make a change. State parks offer best facilities but costs vary greatly. Mike is looking for guidance from Board. Consensus of Board was we need new venue,
consider lower cost food, and try something new like maybe Fisher Cats game rolled in.

**Legislative Support Opportunities**

Peter has received several lobbyist proposals to track bills, etc. that affect water/wastewater. Is Board in favor of budgeting some amount for this purpose in the future? Currently, there are hearings coming up on SAG that we should be watching. Board looking for proposal/scope of services prior to considering further.

**Membership/Sponsorship**

Paul and Andrea have been working on this. Paul said he feels renewal form does not spell out benefits and would like to redo. Board will need to vote next month if fee should go up. Regarding corporate membership/sponsorship, this is also in the works. Will have something to discuss next meeting.

**COMMITTEE REPORTS:**

**NEWEA State Director’s Report:**

See attached report. Operator Exchange Dinner at Red Blazer in Concord on October 7.

**Activities:**

See attached report. Also see Summer Meeting.

**Communications:**

See attached report. Dustin Price is looking to join committee. Peter to send Dave his contact information.

**Newsletter:**

No report.

**Education:**

See attached report.

**Legislative & Regulatory Affairs:**

No report. See Legislative Support above.
Membership:

No report. See Membership/Sponsorship above.

Permit:

No report.

Safety:

No report. Meeting next week.

Scholarship:

No report.

Ops Challenge:

No report. Team is practicing for Chicago in September/October.

Certification:

See attached report.

NEW/OTHER BUSINESS:

- NEWEA asking for money toward Stockholm Prize winner. Need more information.
- POTY Award: Do we have any applicants yet? No. Andrea made a motion to extend deadline to October 1. Motion seconded by Dave. Vote was unanimous.
- NEWEA Award plaque updates. Dave has taken care of this. Need to get new nameplates on plaques.
- GSRW Field Day. Kurt, Ken and Andrea to attend. DES will have booth also.

Motion to adjourn made by Andrea and seconded by Peter Goodwin. Meeting adjourned at 11:42 a.m.

Next meeting to be held on October 2, 2015 at 10:00 a.m. at the Hall Street WWTF in Concord, NH.
<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>
</tr>
<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>
</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 Adle.</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 $7,035,59. 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 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 e-mail 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 McNeill for the Pelouquin 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 Chesbrough 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>
</tr>
<tr>
<td>May 11, 2012</td>
<td>OPERATOR EXCHANGE: There was no response back from membership to eBulletin requesting candidates. Ray McNeill from Dover has expressed interest to Ray Vermette. Peter motioned for Ray McNeill 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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<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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<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>
</tr>
<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>
</tr>
<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>
</tr>
<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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<tr>
<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>
</tr>
<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>
</tr>
<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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<tr>
<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>
</tr>
<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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<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>
</tr>
<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;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>
</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>
</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 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>
</tr>
<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>
</tr>
<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 148-H. 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>
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<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>
</tr>
<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 a motion to budget up to $1,000 towards these items. Motion seconded by Kevin.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, April 24, 2015</td>
<td>TWO-DAY CLASS BY ERIC WAHLBERG: Wes Ripple asked NHWPCA to sponsor at $500, same as last year. Kevin made a motion to sponsor at $500 from the SEP account; motion seconded by Fred.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, April 24, 2015</td>
<td>LETTER OF SUPPORT: DES has requested the BCD to author a letter of support against the budget cuts being proposed. Letter needs to go to members of the Finance Committee by April 27. Peter has authored a draft response. Fred motioned in favor of sending letter of support; David seconded motion.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, July 24, 2015</td>
<td>WEBSITE: Dave discussed that costs for a new theme will be $50-$100 plus approximately 10 hours of Todd’s time to implement. Tim motioned to spend this money for new theme; seconded by Kevin. Dave said he will email Board five themes to choose from after the coordinates with Todd.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, July 24, 2015</td>
<td>WEBSITE: Dave discussed that costs for a new theme will be $50-$100 plus approximately 10 hours of Todd’s time to implement. Tim motioned to spend this money for new theme; seconded by Kevin. Dave said he will email Board five themes to choose from after the coordinates with Todd.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, August 21, 2015</td>
<td>POTY AWARD: Andrea made a motion to extend application deadline to October 1, 2015 as no one has applied yet. Motion seconded by Dave.</td>
<td>Vote was unanimous.</td>
</tr>
</tbody>
</table>
New Hampshire Water Pollution Control Association  
PO Box 1382  
Londonderry, New Hampshire 03053

NHWPCA Agenda 8/21/2015

Current Business  
Fall Meeting – Tim Vadney  
Winter Meeting - Kevin MacLean  
Summer Meeting Review and Alternatives  
Legislative Support Opportunities  
Membership and Vendor Package Update

Committee and Director Reports  
Activities  
Communications  
Education  
Legislative and Regulatory Affairs  
Membership  
Permit  
Safety  
Scholarship  
Ops Challenge  
NEWEA State Director  
Other Business

Next Meeting
COMMITTEE/BOD REPORT

NHWPNA
PO BOX 1382
LONDONDERY, NH 03053
nhwpca.elizabeth@gmail.com
603 321-7012

GUIDELINES FOR COMMITTEE/BOD REPORT

BOD MEETING DATE: 8/20/2015

BOD NAME: Fred McNeill

COMMITTEE CHAIR NAME: NEWEA State Director

RECENT ACTIVITIES: None

DECISIONS MADE: Sean Gregg of Newmarket to be next NEWEA State Director for New Hampshire.

MEETINGS HELD/ATTENDED: Next NEWEA BOD meeting is September 15th in Worseter.

ACTION PLAN COMMITTEE/BOD ASSIGNMENTS: NEWEA operator exchange will take place during our fall meeting Thursday October 8th in Hanover. We will host Michael Williams from MA. He will arrive Wednesday October 7th and visit some WWTPs during the day. That evening he will attend a NHWPNA Board of Directors dinner in Concord. On Thursday Michael will attend the NHWPNA fall meeting in Hanover. If interested, we will add a second day of WWTP tours on Friday October 9th

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Need to determine NH operator exchange for this fall

OTHER RECOMMENDATIONS:

REPORT SUBMITTED BY: Fred McNeill

DATE SUBMITTED: 8/20/2015

DISTRIBUTION: NHWPNA Affiliate Liaison
BOARD OF DIRECTOR 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

NHWPCA
PO BOX 1382
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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 8/21/2015

COMMITTEE/OFFICER NAME: ACTIVITIES

CHAIR/OFFICER NAME: MIKE THERIAULT

RECENT ACTIVITIES: SUMMER MEETING 6/26/15

DECISIONS MADE: N/A

MEETINGS HELD/ATTENDED: N/A

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: MIKE TO MEET WITH BOD ON 8/21/15 TO DISCUSS SUMMER MEETING ALTERNATIVES (FOR FUTURE) AND HISTORICAL ATTENDANCE. ATTACHED TABLES TO BE DISCUSSED

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

OTHER RECOMMENDATIONS: MIKE TO REACH OUT TO MEWEA TO DISCUSS 2016 SKI DAY

REPORT SUBMITTED BY: MIKE THERIAULT

DATE SUBMITTED: 8/17/2015

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: 8/21/2015

COMMITTEE/OFFICER NAME: Communications Committee

CHAIR/OFFICER NAME: Dave Mercier

RECENT ACTIVITES: The Communications Committee has confirmed current committee membership lists and worked with Todd Gianotti to update the listings on the website. Assisted Todd with the selection of a short-list of possible website themes to be presented to the BOD.

DECISIONS MADE: See above. Short list of website themes determined.

MEETINGS HELD/ATTENDED: None this month. Previous ComCom meeting 5/22/15

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: N/A

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 9/11/2015

OTHER RECOMMENDATIONS: None

REPORT SUBMITTED BY: Ransom Horner-Richardson

DATE SUBMITTED: 8/18/2015

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

NEWSLETTER

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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: 8/21/2015

COMMITTEE/OFFICER NAME: Education Committee / Andrea Martel

CHAIR/OFFICER NAME: Mary Jane Meier

RECENT ACTIVITIES: As of August 17, Fall Training program schedule is complete and the DES web site is updated. Ready for registrations.

DECISIONS MADE: 5 of the classes require payment to NHWPNA. Total fees for fall 2015 speakers = $900. We have a carry over surplus from Spring 2015 = $3,187 once all payments are received. The cost for the Eric Wahlberg seminar is not part of this tally.

MEETINGS HELD/ATTENDED: July 14, 2015

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: None at this time.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: No date set- likely in November

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: Mary Jane Meier

DATE SUBMITTED: 8/18/2015

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

NEWSLETTER

Click here to enter text.

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COMMITEE/OFFICER REPORT

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603 321-7012

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 8/21/2015

COMMITTEE/OFFICER NAME: Certification Committee/ Kevin MacLean

CHAIR/OFFICER NAME: Mary Jane Meier

RECENT ACTIVITES: Interview of 5 new grade 2 Operators who passed the June 2015 ww exam on July 28, 2015. Discussed responsibilities and roles for the operator in responsible charge when new hires are not yet certified operators.

DECISIONS MADE: will defer to our next meeting in October 2015

MEETINGS HELD/ATTENDED: met on July 28.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: none

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 10/1/2015

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: Mary Jane Meier

DATE SUBMITTED: 8/21/2015

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

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