NHPCA May 12, 2017 BOD Meeting
Minutes

Attendees: Kevin MacLean, David Mercier, Ken Conaty, Sean Greig, Mike Carle, Dustin Price, Tim Vadney, Noelle Osborne, Amy Pollock

Guests: Elizabeth Harrington, Mike Theriault, MaryJane Myer

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

Comments on the March 10 and April 14, 2017 Minutes: Kevin made a motion to approve minutes, seconded by Mike. Vote was unanimous to accept.

ComCom Chair Position
Ranson Horner-Richardson is stepping down; need replacement. Dave to cover eNews and eBulletins in the interim. Dave to send eNews asking membership for volunteer for the Chair position.

Event Coordinator Roles
Board discussed that we are taking on many more events but no point person. Need to make decision on which events we will do every year and which Board position should be point.

Wild NH Day Recap
Mike attended in afternoon. Handed out over 600 raffle tickets for fishing poles. Good attendance. Kevin received some texts/emails early in day suggesting communication/coordination was lacking.

1st Director Position
The position has been vacated. Board has the authority via the Constitution to fill the position for the remainder of the calendar year. Kevin made motion to fill the vacant position; motion seconded by Dustin; and the vote was unanimous. Dave made a motion to appoint MaryJane Myer as Interim 1st Director for the remainder of 2017; motion seconded by Ken; vote was unanimous.

Trade Fair Location
We had issues again with the venue in that the room was not what we asked for, chairs had to be moved, breakfast was poor, etc. Board is unanimous that
location needs to change; maybe go back to Margate? Ken and MaryJane to identify new venue.

**Poster Contest Governor Proclamation Signing**
Kevin, Dave, Ken, Mike and Dustin to attend.

**Winter Meeting**
Sean has found a location for dinner at Thompson Inn in Durham, NH.

**COMMITTEE REPORTS:**

**NEWEA State Director's Report (Sean Greig):**
No report. Meeting in June; Sean will attend and Tim may attend for Board. Board needs to vote on the Peloquin nomination and OOTY nomination via email.

**Activities (Noelle Osborne):**
No report. Mike said most details for the 50th are complete. The biggest issue is that sponsorship is severely lacking; $8K so far vs. $27K goal. Need help to reach goal. Dave to send eBulletin. Due by May 19! Committee still working on getting Chronicle piece but not getting a response.

**Communications (David Mercier):**
See attached report. See Poster Contest above.

**Education (Ken Conaty):**
See attached report. For Fall, Board supports reinstituting higher price registrations for non-members and need to develop a cancellation policy.

**Legislative & Regulatory Affairs (Dustin Price):**
No report. White paper coming out regarding an initiative to entice veterans into the industry. Board consensus is that this initiative should go up to NEWEA to reach all New England states. Ken noted that HB463 needs to be watched as it could result in huge costs; Kevin to call Mike Butler on this.

**Membership (Mike Carle):**
No report. Mike is setting up meeting for July. Has a potential new member.

**Newsletter (MaryJane Myer):**
See attached report.

**Permit (David Mercier):**
No report.

**Safety (Amy Pollock):**
No report.
Scholarship (Mike Carle):
No report. Committee sent out winners’ letters. Noelle will be sending letters and checks to schools. Mike needs to send out letters to non-winners.

Ops Challenge (Tim Vadney):
No report. Team lost fourth member. Found a fill-in for Spring Meeting but not beyond.

NEW/OTHER BUSINESS:

- Lifetime membership criteria drafted by Kevin. Board to review and comment. Tabled until next meeting.
- Need volunteers for: CCD, GSRWA.
- Corporate Membership and Sponsorship. Dave to take over lead from Paul Casey.
- Summer Meeting 6/23/17.
- Fall Meeting 9/15/17.
- Winter Meeting 12/8/17.
- Need to discuss using rest of SEP Fund.
- Kevin and Dan on Certification Committee. Dan is being deployed in May; do we need to fill position? Dave to send eBulletin for volunteer for Grade III or less.
- NHLOW. Adam says they will meet in early March. No word yet.
- Constitution changes? Board created a committee of Kevin, Dave, Ken, Sean, and MaryJane to address proposed changes. This will be an email committee.
- Dustin will look into Association deep sea fishing trip for 2018.
- Noelle to get new signers for Association’s bank account.

Motion to adjourn made by Dave and seconded by Ken. Meeting adjourned at 11:54 a.m.

Next meeting to be held on July 14, 2017 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>
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<tbody>
<tr>
<td>Friday, November 13, 2015</td>
<td>NHWPCA 50TH ANNIVERSARY: Kevin motioned that $5,000 be taken out of the Association's CD to be earmarked for 50th Anniversary events. No funds to be spent without the Board's approval. NEWEA has offered support and attendance during 50th. Motion seconded by Kurt.</td>
<td>Vote was unanimous in favor.</td>
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<tr>
<td>Friday, January 8, 2016</td>
<td>NEWEA Conference: Peter motioned to make a $90 payment out of the Scholarship Fund to pay Rob Lauricella's NEWEA membership fee so that he could attend conference to get his award. Motion seconded by Kevin.</td>
<td>Vote was unanimous.</td>
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<td>Friday, January 8, 2016</td>
<td>EDUCATION: Marketing Ideas Class: Cost would be $150 pp and NHWPCA would be asked to put up $500 towards class. Dave made a motion to put $500 of Education Committee surplus towards the Marketing Ideas class. Motion seconded by Kurt.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, February 12, 2016</td>
<td>2016 BUDGET: Noelle made a motion to approve the 2016 Budget ($90,350 Expenses; $90,500 Revenue). Motion was seconded by Peter.</td>
<td>Vote was unanimous.</td>
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<td>Friday, February 12, 2016</td>
<td>LEGISLATIVE: Noelle made a motion to approve $250 sponsorship to Green Eggs and Ham. Motion was seconded by Ken.</td>
<td>Vote was unanimous.</td>
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<td>Friday, March 11, 2016</td>
<td>WILD NH DAY 2016: Tim made a motion for the Association to buy lunch for the volunteers (Andrea, John, Kristin, and Ken) at this year's Wild NH Day. Motion was seconded by Kevin.</td>
<td>Vote was unanimous.</td>
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<td>Friday, May 13, 2016</td>
<td>SCHOLARSHIP AWARD: Dustin made a motion to approve Samuel Lentenier for this year's Scholarship Award and Tim seconded the motion.</td>
<td>Vote was unanimous.</td>
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<td>Friday, May 13, 2016</td>
<td>MEDIA POLICY REVIEW: Kevin made a motion to accept proposed social media policy presented by ComCom. Motion was seconded by Noelle.</td>
<td>Vote was unanimous.</td>
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<td>Friday, May 13, 2016</td>
<td>CANCEL POLICY REVIEW: Discussion led to changing text to allow cancellation with refund seven (7) days or more prior to event. Refund changed to within thirty (30) days. Also $50 service fee. Also the last bullet was struck. Dustin motioned to approve cancellation policy as revised above. Motion was seconded by Kevin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, July 8, 2016</td>
<td>50th ANNIVERSARY: Mike Theriault requested authorization to spend up to $1,500 to purchase 50th Anniversary pins. Dustin made a motion to approve, motion was seconded by Kurt.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, July 8, 2016</td>
<td>Tim made motion to donate $1,000 towards the &quot;NH Tapped&quot; public television segment; motion was seconded by Kevin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, October 7, 2016</td>
<td>2015 WINTER MEETING TICKET PRICES: Sean Greig made a motion for $45 members/$50 non-members/$60 late ticket prices. Motion seconded by Dustin.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, February 10, 2017</td>
<td>BUDGET: Kevin MacLean made a motion to accept the 2017 Budget. Motion was seconded by Mike Carle.</td>
<td>Vote was unanimous.</td>
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<tr>
<td>Friday, March 10, 2017</td>
<td>CHARLIE TYLER'S LIFETIME MEMBERSHIP: Kevin MacLean made a motion to comp Charlie Tyler's membership and event fees for 2017. Motion seconded by Tim Vadney.</td>
<td>Vote was unanimous.</td>
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<td>Friday, March 10, 2017</td>
<td>WILD NH DAY: Dave Mercier made a motion to spend up to $50 for pizza for NHWPCA volunteers. Motion seconded by Tim Vadney.</td>
<td>Vote was unanimous.</td>
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<td>Friday, May 12, 2017</td>
<td>VACANT 1ST DIRECTOR POSITION: Kevin MacLean made a motion to fill the vacant position. Motion seconded by Dustin Price.</td>
<td>Vote was unanimous.</td>
</tr>
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<td>Friday, May 12, 2017</td>
<td>VACANT 1ST DIRECTOR POSITION: Dave Mercier made a motion to appoint Mary Jane Myer as the Interim 1st Director. Motion seconded by Ken Conaty.</td>
<td>Vote was unanimous.</td>
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New Hampshire Water Pollution Control Association
PO Box 1382
Londonderry, New Hampshire 03053

NHPCA Director’s Meeting
Friday, May 12, 2017
Location: Concord Hall Street WWTF
Time: 10:00 AM

AGENDA

Guests: Mary Janc Meier, Ray Gordon

➤ Current Business:

➤ Vote to accept minutes from March & April
➤ Ransom H.R.-stepping down
➤ Event coordinator roles – draft /revise
➤ Wild NH Day-?
➤ C.C.D. – John Grout, Ransom, Mike Carle, 09/28, 29
➤ Booth location?
➤ Relocation of Trade Fair-assign, start now.
➤ Poster contest & Dinner-KM, DM, GC, KC, MC, ??

➤ Committee & State Director Reports:

• NEWEA update State Director-Sean G.
• Activities-Mike T.
• Communications-Dave M.
• Education-Ken C.?
• Legislative & Regulatory Affairs-Dustin P.
• Membership-Mike C.
• Newsletter-Kurt R.-RHR stepping down as chair
• Permit-Dave M.
• Safety-Amy P.
• Scholarship-Mike C.
• Ops Challenge-Tim V.
• NHLOW-Adam Y.
• Awards-Dustin P.-OOTY, Peloquin, POTY, others?, Input from Nom-Comm>?

Past business:
➤ GSRWA- Operator Field Day-needvolunteers-09/12/17
➤ Fall Meeting-Ken C.-09/15-Manchester-finalized (Puritan) need menu, speakers etc.
➤ Winter meeting venue - ?
EXECUTIVE COMMITTEE MEETING DATE: 5/5/2017

COMMITTEE/OFFICER NAME: Communications Committee

CHAIR/OFFICER NAME: Ransom Horner-Richardson

RECENT ACTIVITIES: Governor's Proclamation of Clean Water Week and poster contest winner celebration is scheduled for May 16. ANY AND ALL BOARD MEMBERS ARE ENCOURAGED TO ATTEND! Celebration dinner will be hosted by NHDES at the Library function room.

DECISIONS MADE: See above.

MEETINGS HELD/ATTENDED: None

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Ransom will be stepping down as committee chair at the end of this month. New chair TBD.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 5/5/2017

OTHER RECOMMENDATIONS: None.

REPORT SUBMITTED BY: Ransom Horner-Richardson

DATE SUBMITTED: 5/4/2017

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. □
EXECUTIVE COMMITTEE MEETING DATE: 5/12/2017

COMMITTEE/OFFICER NAME: Education Comm – Ken Conaty

CHAIR/OFFICER NAME: MJ Meier

RECENT ACTIVITIES: None

DECISIONS MADE: None

MEETINGS HELD/ATTENDED: none

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Collect ideas for Fall 2017 classes, invoice for Spring 2017 classes

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 7/1/2017

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: MJ Meier

DATE SUBMITTED: 5/9/2017

DISTRIBUTION: NHWPCA Affiliate Liaison
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NEWSLETTER

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COMMITTEE/OFFICER REPORT

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

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE:

COMMITTEE/OFFICER NAME: NEWSLETTER

CHAIR/OFFICER NAME: Stephanie Rochefort

RECENT ACTIVITIES: The Summer Edition of The Collector is in the hands of the layout and design guru and we anticipate that it will arrive in readers’ mailboxes before the summer event.

DECISIONS MADE: Fall edition deadline is 7/15. I need a couple of paragraphs for the president’s corner and a treasurer’s report by 7/15.

MEETINGS HELD/ATTENDED: I attended the 4/14 50th anniversary committee meeting and will be at the next meeting on 5/12 since these two committees benefit from being in close contact. Many thanks to the anniversary committee for supplying past president bios for The Collector.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: We received responses to the Meet the NHWPCA Board Round 2 questions from Andrea Martel, Kevin Maclean, Kurt Robichaud and Dave Mercier. We print these as space allows and so would love love love to have responses from all board members. Ummm, still haven’t received any more... gonna shut up about it...

I spoke in person to Fred McNeill and he promised an article w/photos on the Manchester plant for the cover of the Fall Collector and also a blurb about the recent NH Job Corps tour at his plant.

I’d love to have an article on the Newmarket plant by 10/13. It’s really wonderful to have these articles for the cover of the newsletter since we get the newsletter out before the fall and winter meetings because yes, we’re that AWESOME! And I get good feedback from the readers.
NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Did I mention the 7/15 deadline for the fall edition?

OTHER RECOMMENDATIONS: Would love to have blurb-length (or longer) submissions on recent stuff...

REPORT SUBMITTED BY: Stephanie Rochefort

DATE SUBMITTED  4/28/17

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other:

NEWSLETTER

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