NHPCA July 14, 2017 BOD Meeting Minutes

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

Guests: Elizabeth Harrington

The Meeting was held at the Concord Hall Street WWTF and started at 10:02 a.m.

Comments on the May 12, 2017 Minutes: Kevin made a motion to approve minutes, seconded by Ken. Vote was unanimous to accept.

Webmaster Position
Todd is done at the end of the year (2017). Thank you Todd for your years of service and excellent work. Dave to send eBulletin for interested members.

Constitution Revisions
Board created a committee of Kevin, Dave, Ken, Sean, and MaryJane to address proposed changes at May 2015 meeting. Each member to review and suggest edits by August BOD meeting.

Board Position Nominations
Kurt hopes to be back to work and BOD in September timeframe. That being the case, the only open position would be for the 2nd Director-At-Large. Kevin to contact the Nominations Committee to pass on this information. Amy wishes to stay on for a second year as Director-At-Large. Mike wishes to move into the 3rd Director position which the Board supports.

Lobbyist For Water-Related Congressional Issues?
Concept is for several associations to share the cost of a lobbyist (GSRWA, NHWWA, and NHWPCA). NHWPCA would contribute ~$3,000/year. Kevin to get more information.

Budget
Noelle provided a report of the Association’s current budget (see attached). 50th Anniversary was expensive but we are financially sound.
2018 Trade Fair Location Change
The Radisson in Nashua is the chosen venue for next year. Better arrangements and lower cost. Date is April 13, 2018. Thank you Ken and MaryJane.

Veteran Recruitment Update
Dustin is scheduling a conference call at the end of the month with multiple entities across New England to try and get things moving. NEWEA now has a formal committee on this.

Job Corp Work
Mario Leclerc is working on this. Need to get update from him. MaryJane will contact Mario.

COMMITTEE REPORTS:

NEWEA State Director's Report (Sean Greig):
No report. NEWEA is beginning a Water Champion Program. Would NHWPCA be interested? Sean said maybe but we need to know more. Operator Exchange this year is with Maine. Need BOD to create an itinerary and find a guide for the Maine operator. Ken will handle this.

Activities (Noelle Osborne):
No report.

Communications (David Mercier):
No report.

Education (Ken Conaty):
See attached report.

Legislative & Regulatory Affairs (Dustin Price):
See attached report.

Membership (Mike Carle):
See attached report. Mike is planning to work with MaryJane to send out a survey. Also, Dave will pass on draft Corporate Membership.

Newsletter (MaryJane Myer):
See attached report. Deadline for winter edition is October 6.

Permit (David Mercier):
No report.

Safety (Amy Pollock):
No report.

Scholarship (Mike Carle):
See attached report.
**Ops Challenge (Tim Vadney):**
No report. Tough day for the team at NEWEA Spring Meeting. Will not be going to WEFTEC.

**OLD/OTHER BUSINESS:**

- Lifetime membership criteria drafted by Kevin. Board to review and comment. Tabled until next meeting.
- Need volunteers for: CCD, GSRWA. Mike will cover CCD with 3 others. Kevin will go to GSRWA.
- Corporate Membership and Sponsorship. Dave to take over lead from Paul Casey.
- 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. *eBulletin* did not go out. In the meantime, MaryJane was approached by Rob Pierce (Grade 2) who wishes to be on the Committee. Tim made a motion for Rob Pierce to temporarily fill Dan Petersen’s position for the rest of 2017. Noelle seconded the motion. Vote was unanimous.
- NHLOW. Adam says they will meet in early March. No word yet.
- Dustin and Dave will look into an Association deep sea fishing trip for September 2017.
- Noelle to get new signers for Association’s bank account.
- Need to make magnets with 2018 dates for distribution at Winter Meeting.
- Tim will send email to Certification Committee to ask if Committee meeting attendance can get CEUs.

Motion to adjourn made by Dave and seconded by Dustin. Meeting adjourned at 12:38 p.m.

Next meeting to be held on **August 11, 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>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, November 13, 2015</td>
<td>NH-WPCA 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>
</tr>
<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>
</tr>
<tr>
<td>Friday, January 8, 2016</td>
<td>EDUCATION: Marketing Ideas Class: Cost would be $150 pp and NHWPCA would be asked to put up $600 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>
</tr>
<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>
</tr>
<tr>
<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>
</tr>
<tr>
<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>
</tr>
<tr>
<td>Friday, May 13, 2016</td>
<td>SCHOLARSHIP AWARD: Dustin made a motion to approve Samuel Lantenier for this year's Scholarship Award and Tim seconded the motion.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<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>
</tr>
<tr>
<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>
</tr>
<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>
</tr>
<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>
</tr>
<tr>
<td>Friday, October 7, 2016</td>
<td>2016 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>
</tr>
<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>
</tr>
<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>
</tr>
<tr>
<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>
</tr>
<tr>
<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>
<tr>
<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>
</tr>
<tr>
<td>Friday, July 14, 2017</td>
<td>CERTIFICATION COMMITTEE: Tim Vadney made a motion for Rob Pierce (Grade 2) to temporarily fill Dan Petersen's position for the rest of 2017. Noelle seconded the motion.</td>
<td>Vote was unanimous.</td>
</tr>
</tbody>
</table>
New Hampshire Water Pollution Control Association
PO Box 1382
Londonderry, New Hampshire 03053

NHWPCA Director’s Meeting
Friday, July 14, 2017
Location: Concord Hall Street WWTF
Time: 10:00 AM

AGENDA

Guests: 

➢ Current Business:
  ➢ Vote to accept minutes from May
  ➢ Todd G. gave notice of departure as webmaster
  ➢ Constitution revisions?
  ➢ Nominations for board positions?
  ➢ Collaborative effort to cost share lobbyist with GSRW & NHWWA?
  ➢ 2018 Trade Fair location change. Radisson/Nashua.
  ➢ Veteran recruitment update-DP
  ➢ Mario L – Job corp work?

➢ 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-
  • Permit-Dave M.
  • Safety-Amy P.
  • Scholarship-Mike C.
  • Ops Challenge-Tim V.
  • NHLOW-Adam Y.
  • Awards-Dustin P

Past business:
➢ GSRWA- Operator Field Day-need volunteers-09/12/17
➢ Fall Meeting-Ken C.-09/15-Manchester-finalized (Puritan) need menu, speakers etc.
➢ Event coordinator roles/committee liasons – draft /revise
➢ Winter meeting venue -?
➢ Lifetime recognition draft – comments?
GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 7/14/2017

COMMITTEE/OFFICER NAME: Education Comm – Ken Conaty

CHAIR/OFFICER NAME: MJ Meier

RECENT ACTIVITIES: Invoicing for Spring 2017 WW training class registration fees completed 6/27/17. Total to collect = $6,650.00. Payments to be mailed directly to NHWPCA. Speaker’s fees paid to Greg Kidd $283.76 and to Randy Bean $809.73.

DECISIONS MADE: Fall 2017 training class planning meeting set for July 11, 2017.

MEETINGS HELD/ATTENDED: none

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

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 7/11/2017

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: M J Meier

DATE SUBMITTED: 6/30/2017

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

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

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 7/14/2017

COMMITTEE/OFFICER NAME: Dustin Price

CHAIR/OFFICER NAME: Shelagh Connelly

RECENT ACTIVITIES: It was a very busy legislative session with topics covering SRF funding for delayed and deferred projects, PFCS/PFOAs, grandfathered sites for biosolids land application. Worked closely with peer organizations to have successful outcomes. However, the PFAS issue is far from over and we will need to continue to be engaged in this issue. Many thanks to NEBRA for pulling together information and spearheading the coalition to keep this legislation from going forward. NHWWA and BIA were also extremely helpful. NHMA and Granite State Rural assisted as well. The land application bill was successful due to NH Farm Bureau, the NH-DES and Dept of Ag supporting the amendment to eliminate the every 5 year renewal to perpetuity. Another bill that was approved establishes a committee to consider the impact of NH-DES taking over delagation of NPDES. The NHMA can assign 3 members to represent WWTF and municipal interests. I have recommended some NHWPCA members and hope that they will be invited to this Commission. Bill is SB121.

http://www.gencourt.state.nh.us/bill_status/billText.aspx?sy=2017&id=880&txtF ormat=html On another track – Dustin has been working on a Water Warrior Jobs Initiative and has developed a well thought out and articulate document to engage our elected officials and NHWPCA in a conversation about this idea. And finally, a small group met with the Governor’s office to introduce the organization and to discuss some of our concerns. Ric Cantu, Peter Goodwin and I met with Chris Ellms on 5/9/17 in Governor Sununus office and had a wide ranging discussion and began a relationship established as a resource. We invited the Governor to speak at the 50th celebration at Hampton Beach but ultimately his schedule was too busy given timing around finalizing the state budget.

DECISIONS MADE: nothing new to report

MEETINGS HELD/ATTENDED: No committee meetings.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Might want to consider a shared lobbyist again....there continues to be a lot going on across New England and now NY for PFAS issues.
Concerns about DES and groundwater division elevating PFAS as pollutants that may be concentrating in WWTFs and biosolids. They are testing wastewater solids and influent/effluent at WWTFs this spring/summer.

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Shelagh Connelly @ RMI

DATE SUBMITTED: 7/12/2017

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. ☒
GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 7/14/2017

COMMITTEE/OFFICER NAME: Membership

CHAIR/OFFICER NAME: Michael Carle

RECENT ACTIVITES: We held an informal meeting

DECISIONS MADE: None

MEETINGS HELD/ATTENDED: 7/6/17

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: We are looking into framing questions for a survey. Mike will talk to other states to see what works/dosen’t work for their membership.

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Michael Carle

DATE SUBMITTED: 7/6/2017

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

NHWPCA
PO BOX 1382
LONONDERRY, 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

RECENT ACTIVITES: IT NEVER ENDS... WE JUST FINISHED ONE NEWSLETTER AND NOW IT'S CRUNCH TIME ON THE NEXT ONE.

DECISIONS MADE: Fall edition deadline is 7/15.

MEETINGS HELD/ATTENDED: I've kind of given up on in-person meetings... Lots of email has been flying around (is that what email does? Fly?) and newsletter stuff is always discussed whenever I run into anybody even vaguely related to the newsletter (committee member, occasional writer, somebody that I think would be a good writer...)

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: many thanks for the Association President's article arriving ahead-of-schedule! And thanks to Charlie Tyler for the photos – I always get positive feedback on the photo pages.

I've got a promise on the cover article on the Manchester plant and the Safety Committee has been doing a great job of providing articles.

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  7/10/17

DISTRIBUTION:  

NHWPCA Affiliate Liaison
Executive Committee Meeting
Other:

NEWSLETTER

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

EXECUTIVE COMMITTEE MEETING DATE: 7/14/2017
COMMITTEE/OFFICER NAME: Scholarship
CHAIR/OFFICER NAME: Michael Carle
RECENT ACTIVITIES: None
DECISIONS MADE: None
MEETINGS HELD/ATTENDED: None
ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: None at this time
NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Click here to enter a date.
OTHER RECOMMENDATIONS: Click here to enter text.
REPORT SUBMITTED BY: Michael Carle
DATE SUBMITTED: 7/6/2017
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. ☐
### NHWPCA

**Profit & Loss Budget vs. Actual**

**January through December 2017**

<table>
<thead>
<tr>
<th>Income</th>
<th>Jan - Dec 17</th>
<th>Budget</th>
<th>$ Over Budget</th>
<th>% of Budget</th>
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<tbody>
<tr>
<td>activities committee</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50th anniversary</td>
<td>10,602.50</td>
<td>48,000.00</td>
<td>-37,397.50</td>
<td>22.1%</td>
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<tr>
<td>activities committee - Other</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total activities committee</td>
<td>10,602.50</td>
<td>48,000.00</td>
<td>-37,397.50</td>
<td>22.1%</td>
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<tr>
<td>boot camp</td>
<td>10,550.00</td>
<td>10,200.00</td>
<td>-350.00</td>
<td>103.4%</td>
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<td>dues</td>
<td>8,650.00</td>
<td>11,550.00</td>
<td>-2,900.00</td>
<td>74.9%</td>
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<td>education committee</td>
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<td>fall meeting</td>
<td>0.00</td>
<td>3,500.00</td>
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<td>legislative breakfast</td>
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<td>1,660.00</td>
<td>12,000.00</td>
<td>-10,340.00</td>
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<tr>
<td>Safety Committee</td>
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<td>-1,500.00</td>
<td>0.0%</td>
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<tr>
<td>tradefair</td>
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<tr>
<td>Trade Fair Exhibitor</td>
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<td>Trade Fair Registrations</td>
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<td>tradefair - Other</td>
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<td>17,500.00</td>
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<tr>
<td>winter meeting</td>
<td>4,740.00</td>
<td>6,000.00</td>
<td>-1,260.00</td>
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<tr>
<td>Total Income</td>
<td>66,297.50</td>
<td>131,250.00</td>
<td>-64,952.50</td>
<td>50.5%</td>
</tr>
</tbody>
</table>

| Expense                         |              |        |               |             |
| activity com exp                |              |        |               |             |
| 50th anniversary                | 23,374.18    | 55,000.00 | -31,625.82    | 42.5%       |
| activity com exp - Other        | 0.00         |        |               |             |
| Total activity com exp          | 23,374.18    | 55,000.00 | -31,625.82    | 42.5%       |
| bootcamp exp                    | 2,667.80     | 10,200.00 | -7,532.20     | 26.4%       |
| com com exp                     | 2,076.39     | 2,700.00 | -623.61       | 2.6%        |
| poster contest exp              | 70.00        |        |               |             |
| com com exp - Other             |              |        |               |             |
| Total com com exp               | 2,146.39     | 2,700.00 | -553.61       | 79.5%       |
| education com exp               |              |        |               |             |
| des ftc exp                     | 1,277.57     | 13,000.00 | -10,722.47    | 18.3%       |
| education com exp - Other       | 2,372.53     |        |               |             |
| Total education com exp         | 3,650.10     | 13,000.00 | -9,349.90     | 28.1%       |
| fall meeting exp                | 500.00       | 3,000.00 | -2,500.00     | 16.7%       |