NHWPCA March 9, 2018 BOD Meeting Minutes

Attendees: David Mercier, Sean Greig, Tim Vadney, Mike Carle, Noelle Osborne, Robert Robinson, Amy Pollock

Guests: None.

The Meeting was held at the Concord Hall Street WWTF and started at 10:03 a.m.

Comments on the January 12, 2018 Minutes: Noelle made a motion to approve minutes, seconded by Mike. Vote was unanimous to accept. Amy abstained.

Legislative Breakfast Report (3/7/2018)
Tim, Rob, Dave, and Sean attended. Only 35 legislators attended and 65 others. Next year, BOD members will make more of an effort to call legislators.

DC Fly-In (4/17-18/2018)
Dan Driscoll attending on behalf of NHWPCA.

Trade Fair (4/13/2018)
Kurt is asking to hire a setup company for the Trade Fair to make aisles and separate booths. Noelle made motion to approve $1,680 for this service. Motion seconded by Rob. Vote was unanimous to accept.

GSRWA
Comp’d Booth at Trade Fair? Yes, same as in past years. They comp us a booth in September.

Wild NH Day
Tim will email Kurt and Ken about attending. Mike will contact Ray Gordon to check his attendance. Dave will get fishing poles.

Summer Meeting
Tim to check in with Mike T.
**Fall Meeting**
To be held at Concord WWTF. Mike is talking to Red Blazer for meal.

**Poster Contest**
Posters still at Nashua. Dave will pick them up. To be judged next Thursday at Manchester WWTF. Dave will call to book tables/food/etc. for library. Dave to contact Governor’s Office also.

**Ocean Networking (July 13, 2018)**
Booked with Eastman’s. 30 person boat. $825 plus rods at $6 ea. Need to create flyer and confirm price. Board is OK with $25 ticket price. Dave will work with Elizabeth on flyer. Have sign-up sheet at Trade Fair.

**COMMITTEE REPORTS:**

**NEWEA State Director’s Report (Sean Greig):**

**Activities (Ryan Peebles):**
No report.

**Communications (David Mercier):**
No report. See Poster Contest above.

**Education (Ken Conaty):**
See attached report.

**Legislative & Regulatory Affairs (Rob Robinson):**
No report. See Legislative Breakfast above.

**Membership (Mike Carle):**
See attached report. Mike is working on a monthly YP newsletter.

**Newsletter (Kurt Robichaud):**
See attached report.

**Permit (Rob Robinson):**
No report. A meeting is scheduled for 3/15/18.

**Safety (Amy Pollock):**
See attached report.

**Scholarship (Mike Carle):**
See attached report.
Ops Challenge (Tim Vadney):
No report. No Team. Patti is willing to coach. Dave to send out eBulletin on Training Day 4/6/18 at Dover WWTF.

POTY (Tim Vadney):
Dave to send eBulletin.

OLD/OTHER BUSINESS:

- Water and Wastewater Management Training School. DES is thinking of dropping the program and handing it off to an alternate group such as NEIWPC. Ray is looking for the BOD’s thoughts.
- Corporate Membership and Sponsorship. Mike and Dave to get together to discuss. BOD in favor of group membership but group sponsorship is a concern.
- Need to discuss using rest of SEP Fund.
- Noelle to get new signers for Association’s bank account. New signers to be Kurt and Ken.
- Ski Day held 3/2/18 at Black Mountain. Feedback is that mountain is too small.
- Winter Meeting. Amy will not be in the states at that time.

Motion to adjourn made by Noelle and seconded by Amy. Meeting adjourned at 11:13 a.m.

Next meeting to be held on **May 11, 2018 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, January 12, 2018</td>
<td>2018 BUDGET: Ken made a motion to approve the 2018 Budget, seconded by Kurt.</td>
<td>Vote was unanimous.</td>
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<td>Friday, January 12, 2018</td>
<td>LEGISLATIVE &amp; REGULATORY AFFAIRS: Noelle made a motion to create a 3-Board member subcommittee to respond to time-sensitive legislative issues. Subcommittee will review issues brought before them and draft a letter of response to be distributed to full Board. Board members to respond within 24 hours. After 24 hours, subcommittee shall issue the letter based on majority of the Board responses received. Further to empower subcommittees members or their designees to testify on behalf of the Association based on Board majority positions. Motion seconded by Mike.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, January 12, 2018</td>
<td>LEGISLATIVE &amp; REGULATORY AFFAIRS: Dave made a motion for the 2018 Board subcommittee for legislative affairs to consist of Tim Vadney, Ken Conaty, and Rob Robinson. Motion was seconded by Noelle.</td>
<td>Vote was unanimous.</td>
</tr>
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<td>Friday, March 9, 2018</td>
<td>TRADE FAIR (4/13/2018): Kurt asked to hire a setup company for the Trade Fair to make alesies and separate booths. Noelle made a motion to approved $1,680 for this service. Motion seconded by Rob.</td>
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New Hampshire Water Pollution Control Association  
PO Box 1382  
Londonderry, New Hampshire 03053

NHWPCA Board of Director’s Meeting  
Date: Friday, March 9, 2018  
Location: Concord Hall Street WWTF  
Time: 10:00AM

Celebrating  
51 Years  
1967-2018

AGENDA

➢ Current Business:

- Approval of January Board Meeting minutes  
- Legislative Breakfast Report (3/7/2018)  
- DC Fly-in (4/17-18/2018) Dan Driscoll attending  
- Trade Fair (4/13/2018) - Kurt R.  
- GSRWA Conmp’d Booth at Trade Fair?  
- Summer Meeting  
- Fall Meeting (Mike Carle)  
- Poster Contest – back to Restaurant? Mercier to contact Governor

➢ Committee & State Director Reports:

- NEWEA State Director  
- Activities  
- Communications  
- Education  
- Legislative & Regulatory Affairs  
- Membership  
- Newsletter  
- Permit  
- Safety  
- Scholarship  
- Ops Challenge
New Hampshire Water Pollution Control Association
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MARCH BOARD OF DIRECTOR MEETING GOALS

- Discuss the Legislative Breakfast
- Confirm Trade Fair preparations are complete
- Advertise for POTY Award
- Confirm who will be going to the DC Fly-In
- Discuss who will be attending the Ski Day
- Confirm Treasurer made donation to NEBRA
- Treasurer to file 2 forms for non-profit status and Association tax return
- Solicit volunteers for WNHD, GSRWA, Operator Exchange and CCD.
- Confirm/obtain authorized signers for Association’s bank account.
- Complete any tasks from the February goals not yet completed

Celebrating
50 Years
1967-2017

Andrea Martel
Past President

Kevin MacLean
President

Tim Vadney
Vice President

David Mercier
Secretary

Noelle Osborne
Treasurer

Kurt Robichaud
1st Director

Ken Conaty
2nd Director

Dustin Price
3rd Director

TBD
1st Director-at-Large

TBD
2nd Director-at-Large

Sean Greig
NEWEA Director
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: 3/9/2018

COMMITTEE/OFFICER NAME: Mary Jane Meier

CHAIR/OFFICER NAME: Ken Conaty

RECENT ACTIVITIES: Advertisement of the Spring 2018 WW training program

DECISIONS MADE: 6 classes will require registration fee payment to NHWPCA. Total speakers fees to cover for the classes is estimated at $2,300. The comm instituted a registration fee structure as $40 for members and $60 for non-members.

MEETINGS HELD/ATTENDED: none

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: We will need the most current membership list before preparing the invoicing for the Spring classes – by late April

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 7/1/2018

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: M J Meier

DATE SUBMITTED: 3/5/2018

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Executive Committee Meeting
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NEWSLETTER

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COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 3/9/2018

COMMITTEE/OFFICER NAME: Membership committee

CHAIR/OFFICER NAME: Michael Carle

RECENT ACTIVITIES: Spoke with Paul Casey about his work on group memberships.

DECISIONS MADE: None

MEETINGS HELD/ATTENDED: None

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Put together a monthly newsletter to go out to people who signed up for the YP group informing them of upcoming events.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 3/30/2018

OTHER RECOMMENDATIONS: None

REPORT SUBMITTED BY: Michael Carle

DATE SUBMITTED: 3/1/2018

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NEWSLETTER

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE:

COMMITTEE/OFFICER NAME: NEWSLETTER!

CHAIR/OFFICER NAME: Stephanie

RECENT ACTIVITIES: Completed the HELL that is the spring edition. Enough said. If you really want to hear more, ask me in person.

DECISIONS MADE: Tough love from the newsletter editor -- if a deadline was missed then I move on with different content. I can only e-nag so many times.

MEETINGS HELD/ATTENDED: no face-to-face meetings of the whole group because it's so hard to get everybody together. MJ and I had a brief face-to-face meeting in January and discussed final details of the spring edition and I ran into both Todd and Gene recently and touched base on newsletter topics and I discussed the new Pretreatment Tales feature with Mark at an NHIPC meeting. People are going to start running away when they see me coming! We also do a lot of crazy flurries of emails and e-nags.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS:

1. Will be needing a safety article
2. Would love to have a couple of paragraphs so that we could include a NHWPCA President's corner.
3. Looking ahead -- 8/1 is the deadline for the fall newsletter when we need a cover story on the plant we'll be touring and 11/1 is the deadline for the winter newsletter when we need a cover story on the plant we'll be touring.
NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 5/1 IS THE DEADLINE FOR THE SUMMER EDITION.

OTHER RECOMMENDATIONS: Would love to have blurb-length (or longer) submissions on recent stuff... We occasionally are able to include a Committee spotlight, so would love updates on committees.

REPORT SUBMITTED BY: Stephanie Rochefort

DATE SUBMITTED 2/26/18

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
Other:

NEWSLETTER

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

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

COMMITTEE/OFFICER NAME: Safety

CHAIR/OFFICER NAME: John Adie

RECENT ACTIVITIES: Submitted a safety article to the collector. There is a spring safety class scheduled for Confined Space Entry.

DECISIONS MADE: Click here to enter text.

MEETINGS HELD/ATTENDED: No

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

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Amy Pollock

DATE SUBMITTED: 2/23/2018

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 3/9/2018

COMMITTEE/OFFICER NAME: Scholarship committee

CHAIR/OFFICER NAME: Michael Carle

RECENT ACTIVITIES: Following up on scholarship announcements. So far we have received one high school applicant and one college applicant.

DECISIONS MADE: None

MEETINGS HELD/ATTENDED: None

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Waiting on scholarships to roll in

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 3/30/2018

OTHER RECOMMENDATIONS: none

REPORT SUBMITTED BY: Michael Carle

DATE SUBMITTED: 3/1/2018

DISTRIBUTION:

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Executive Committee Meeting
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NEWSLETTER

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