NHWPCA May 18, 2018 BOD Meeting
Minutes

Attendees: David Mercier, Sean Greig, Tim Vadney, Mike Carle, Robert Robinson, Amy Pollock, Ken Conaty

Guests: Ray Gordon, John Adie

The Meeting was held at the Concord Hall Street WWTF and started at 10:06 a.m.

Comments on the March 9, 2018 Minutes: Dave made a motion to approve minutes, seconded by Rob. Vote was unanimous to accept. Ken abstained as he was not present at the March meeting.

Trade Fair Report
Great event! High attendance. Vendors seemed pleased. Board wants to go back to same location in Nashua next year.

Wild NH Day Report
Ray Gordon reported that just under 10,000 people attended. Beautiful weather day. Fishing poles were a big hit again.

Summer Meeting
Everything is on track. Going back to Ellacoya.

Fall Meeting
To be held at Concord WWTF. Mike says meal will be at the Red Blazer.

Construction Career Days
Consensus of BOD is we won’t be attending this year.

Poster Contest Report
Governor’s Proclamation Signing and Winners’ Dinner held on May 16. Largest attendance yet – 63 people. Dave to write article for Collector.

Ocean Networking (July 13, 2018)
Booked with Eastman’s; 30-person boat. Flyers went out with Summer Meeting mailing.
Public Works Memorial
BOD donated to this in a past year.

COMMITTEE REPORTS:

NEWEA State Director’s Report (Sean Greig):
Nominations – only one nomination received for Peloquin Award. Need all nominations by June 1. Board to get back to Sean via email next week. Replacement NH State Director – Motion made by Ken to nominate Steve Clifton for 2019-2021, seconded by Mike. Vote was unanimous. Operator Exchange – with Vermont this year. Dave to send eBulletin asking for volunteer.

Activities (Ryan Peebles):
See attached report.

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

Education (Ken Conaty):
See attached report.

Legislative & Regulatory Affairs (Rob Robinson):
See attached reports (2).

Membership (Mike Carle):
No report.

Newsletter (Kurt Robichaud):
See attached report.

Permit (Rob Robinson):
See attached reports (2).

Safety (Amy Pollock):
No report. John Adie mentioned committee has received offer from safety consultant to provide WWTF safety audits. Rather than audits, BOD feels a training class would be more appropriate.

Scholarship (Mike Carle):
No report.

Ops Challenge (Tim Vadney):
No report. No Team.

POTY (Tim Vadney):
Dave to send eBulletin.
OLD/OTHER BUSINESS:

- Corporate Membership and Sponsorship. Mike and Dave got together to discuss. Mike is drafting a suggested policy for BOD to review.
- 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.

Motion to adjourn made by Dave and seconded by Mike. Meeting adjourned at 10:47 a.m.

Next meeting to be held on June 22, 2018 at 10:00 a.m. at Ellacoya.
<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>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>
</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 $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>
</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>
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<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 Lanterier for this year’s Scholarship Award and Tim seconded the motion.</td>
<td>Vote was unanimous.</td>
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<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 cancelation 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>60th 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>
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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>
</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 Peterson’s position for the rest of 2017. Noelle seconded the motion.</td>
<td>Vote was unanimous.</td>
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<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 subcommittee 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 Vadner, Ken Conaty, and Rob Robinson. Motion was seconded by Noelle.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<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 aisles and separate booths. Noelle made a motion to approved $1,990 for this service. Motion seconded by Rob.</td>
<td>Vote was unanimous.</td>
</tr>
<tr>
<td>Friday, May 18, 2018</td>
<td>REPLACEMENT OF NEWEA STATE DIRECTOR: Motion made by Ken Conaty to nominate Steve Clifton for 2019-2021. Motion seconded by Mike Carle.</td>
<td>Vote was unanimous.</td>
</tr>
</tbody>
</table>
EXECUTIVE COMMITTEE MEETING DATE: 5/11/2018

COMMITTEE/OFFICER NAME: ACTIVITIES

CHAIR/OFFICER NAME: MIKE THERIAULT

RECENT ACTIVITIES: Summer Meeting Planning Mtg – 4/19/18. Prepared announcement flyer for distribution, prepared Collector article announcing summer meeting

DECISIONS MADE: Summer Meeting menu (chicken and steak tips), task assignment, menu assignments, committee volunteers (several departures and many new). Will include cornhole tournament and no technical session. $30 ticket price for members

MEETINGS HELD/ATTENDED: 4/19/18

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: 1. Elizabeth to distribute attached flyer. 2. Elizabeth to distribute sponsor solicitation once available. 3. Mike T and Noelle to coordinate on insurance binder once policy is renewed in early June.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 6/22/2018

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: MIKE THERIAULT

DATE SUBMITTED: 5/3/2018

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

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NEWSLETTER

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Please check if item should be expanded for external release. □
New Hampshire Water Pollution Control Association
2018 Summer Meeting

Friday June 22, 2018
10:30 am to 3 pm
at Ellacoya State Park
Directions to Ellacoya State Park

Ellacoya State Park, 280 Scenic Drive, Gilford, NH
03249 603-293-7223

From I-93:
Turn left onto NH-11 E/US-3 N/Laconia Rd and go 6.3 mi.
Turn right onto NH-11 E/US-3 N/Laconia-Gilford Bypass and go 5.6 mi.

Toward the end of the By-pass Highway
Take the NH-11 E exit.

Turn left onto NH-11 E/Lake Shore Rd and go 4.8 mi.

Sharpe left onto Scenic Dr.

Ellacoya State Park will be on the right.

From NH Rte. 16:
Take exit 15 to merge onto NH-11 W/N Main St and go 1.0 mi.
Merge left onto the Akron Circle at NH-28 S.

Turn right onto NH-11 W/NH-28A S/Main St and go 1.8 mi.

Turn right onto NH-11 W/Mt. Major Hwy and go 10.1 mi.

Turn right onto Scenic Dr.

Ellacoya State Park will be on the right.

Deadline for Obtaining Tickets:
June 15th
Donations
Members $30
Non-Members $40

Ticket includes entrance fee to the park.
Inform the Park attendant that you are with NHWPCA.

RAFFLE, CONTESTS & PRIZES

Steak Tips, Chicken, Grilled Veggies, Hot Dogs, Potato and Pasta Salads, Salad, Ice Cream Bar, Sodas & Water

For more information contact:
Elizabeth Harrington
Phone 603-321-7012

Please Print Clearly and Fill Out Completely

Company________________________

Name__________________________

Attendee Names (s):__________________________

Address:__________________________

Phone:__________________________

FAX:__________________________

Number of Member Tickets: ($30)____________

Number of Non-Member Tickets: ($40)_________

Check Number:_________

Make check out to: NHWPCA

Total Enclosed:_________

Deadline for Tickets is June 15th

MAIL THIS PORTION WITH CHECK TO:
Elizabeth Harrington
P.O. Box 1382
Londonderry, NH 03053-1382

New Hampshire Water Pollution Control Association
EXECUTIVE COMMITTEE MEETING DATE: 5/11/2018

COMMITTEE/OFFICER NAME: Mary Jane Meier

CHAIR/OFFICER NAME: Ken Conaty

RECENT ACTIVITIES: Conducting training for Spring classes

DECISIONS MADE: none

MEETINGS HELD/ATTENDED: none

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: gather ideas for fall training

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: MJ Meier

DATE SUBMITTED: 5/1/2018

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

NEWSLETTER

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EXECUTIVE COMMITTEE MEETING DATE: 4/1/2018

COMMITTEE/OFFICER NAME: Legislative-Rob Robinson

CHAIR/OFFICER NAME: Shelagh Connelly

RECENT ACTIVITIES: The Legislative Breakfast was held Wednesday March 7 in Concord at Holiday Inn. Fred McNeil of Manchester did a great job (as always) as moderator. Alex Ray of Common Man Family was refreshing as our keynote speaker, and Clark Freise of DES briefed us on the Water Trust Fund from Exxon. Having been working closely with Ned Beecher of NEBRA on PFCs with his coordination at the regional and national levels. Four WWTFs helped with a tour for new biosolids coordinator for EPA out of DC on 3/28. The NH Legislature has been very busy and we have been monitoring bills and working closely with NHWWA. Charity Ross, Executive Director has been providing updates on bills being tracked and I have shared that with NHWPCA stakeholders. I have been forwarding new rulemaking notices from NHMA to the rules committee for NHWPCA. I am now focused on organizing the NHWWA and NHWPCA group heading to DC for Water's Worth It! Fly-in. Dan Driscoll, Eryka Reid and I going, along with NHWWA Charity Ross, John Lyons, Chris Hodgson.

DECISIONS MADE: Dates of NEWEA fly-in to DC, will be April 17-18, 2018.

MEETINGS HELD/ATTENDED: Click here to enter text.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Will need to get an article together for the newsletter about the breakfast and the Fly-in.

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Shelagh

DATE SUBMITTED: 4/6/2018

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

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COMMITTEE/OFFICER REPORT

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603 321-7012

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 5/11/2018

COMMITTEE/OFFICER NAME: Legislative-Rob Robinson

CHAIR/OFFICER NAME: Shelagh Connolly

RECENT ACTIVITIES: The National Water Policy Fly-In was held in Washington DC on April 17-18. NHWPCA collaborated with NHWWA and we had joint meetings with the offices of all of our four delegates. In addition, both Senators Shaheen and Hassan spoke at the NEWEA luncheon. This Fly-In saw over 400 water professionals in DC and the briefings from EPA and legislative staffers were excellent. Dan Driscoll represented NHWPCA very well and had an excellent contributory role during our meetings. In addition to Dan, other attendees included Chris Hodgson, President of NEWWA, John Lyons, President NHWWA, Charity Ross, Eryka Reid and me from RMI. The NH Legislature has been very busy and we have continued to monitor bills and work closely with NHWWA. Charity Ross, Executive Director. Charity has been providing updates on bills being tracked and I have shared that with NHWPCA stakeholders. There has been great collaboration on water quality bills (especially PFCs) with NHWWA, NEBRA, BIA, and NHMA.

DECISIONS MADE: Plan to attend the Fly-in again next year. Dates are first week in April 2019.

MEETINGS HELD/ATTENDED: Click here to enter text.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Will need to get an article together for the newsletter about the breakfast and the Fly-in.

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Shelagh

DATE SUBMITTED: 5/1/2018

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
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COMMITTEE/OFFICER REPORT

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GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE:

COMMITTEE/OFFICER NAME:  NEWSLETTER!

CHAIR/OFFICER NAME:  Stephanie

RECENT ACTIVITIES: I'm writing this report on the due-date for the summer edition, which means that all of the recent activities revolved around e-nagging and reminding and writing and editing.

DECISIONS MADE: I decided to have an extra-large ice-coffee today.

MEETINGS HELD/ATTENDED: well now I'm feeling guilty because we don't meet face-to-face and instead communicate electronically because the attendance was so low at in-person meetings. I don't have a good solution to that problem. My local sewer board meets in-person because it's required. (and we're paid a little bit, and there's coffee) My Girl Scout service team has also been struggling with meetings and trying different things but I don't think a workshop on ceremonies & songs or a fun craft will work with the newsletter committee. Please let me know if there's any ideas out there! Otherwise, we'll keep on communicating electronically.

I did not attend the Trade Fair because it would have been a long drive for me this year, and it turns out that I was dealing with what I'm calling my $440 flat tire. (ask me for THAT story!)

I do plan to attend the summer meeting. I'll be the one asking everybody that I see to write something for the newsletter.
ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS:

1. 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.
2. Will be needing a safety article
3. The readers like when there’s a blurb from the treasurer
4. Would love to have a couple of paragraphs so that we could include a NHWPCA President’s corner.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: 8/1 IS THE DEADLINE FOR THE FALL 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 5/1/18

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Executive Committee Meeting
Other:

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COMMITTEE/OFFICER REPORT

NHWPCA
PO BOX 1382
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nhw pca.elizabeth@gmail.com
603 321-7012

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 4/1/2018

COMMITTEE/OFFICER NAME: Permits – Rob Robinson

CHAIR/OFFICER NAME: Chris Perkins

RECENT ACTIVITIES: A meeting was held on March 15, 2018. The group discussed the status of the Water Quality Standards Advisory Committee (WQSAC) direction as they are looking at the DO standards in the state. Some of the members of the Permits Committee (PC) are also on this committee. The WQSAC is also looking at phosphorus limits on NPDES permits. Their next meeting is April 12, 2018. Some of the members along with myself will be attending the meeting. The PC also discussed the MS4 permit which will place a large burden on the municipalities. The study for the NHDES to look at taking delegated authority is supported by the PC.

DECISIONS MADE: The PC will be developing a list of questions that they want to ask the BOD. Once they are compiled they will be sending them along. This will also be an action item.

MEETINGS HELD/ATTENDED: March 15, 2018

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Develop a list of questions that they want to ask the BOD. They will be compiled and sent to the BOD. Review and comment on the draft 2011 committee purpose/goal to see if any changes need to be made. Then they will ask the BOD to review and concur.

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

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Rob Robinson

DATE SUBMITTED: 4/10/2018

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COMMITTEE/OFFICER REPORT

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603 321-7012

GUIDELINES FOR OFFICER/COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: 5/11/2018

COMMITTEE/OFFICER NAME: Chris Perkins, Permit Committee Chair

CHAIR/OFFICER NAME: Rob Robinson

RECENT ACTIVITIES: Committee met and developed a number of action items and requests for information for BOD consideration, as follows: (1) Seek to clarify the committee’s charge from that drafted in 2011; (2) Ask the BOD to confirm the association remains on the stakeholder listing for all draft NPDES permits, and if so, that EPA be requested to send all permits not via hard copy to a mailing address, but to the EMAIL ADDRESS of the Permit Committee Chair for distribution to the committee; (3) If the association is no longer on the stakeholder list, that a formal request be made to EPA; (4) Does the association maintain a complete list of all regulated facilities and contacts in NH? If so, do we know what facilities are association members and which are not? The Committee would like to correlate membership with facilities to better understand how the association can be a resource, and to identify what facilities are not represented by the association at present; (5) Request that the BOD provide a copy of the adopted bylaws to the committee.

DECISIONS MADE: Clarified active Permit Committee roster, which is as follows: Chris Perkins, Chair; Weston & Sampson; Rick Cantu, Osprey Owl; Mike Trainique, Hoyle Tanner; Peter Goodwin, Ted Berry Co.; Sean Greig, Town of Newmarket; Dean Peschel, Peschel Consulting; David Green, City of Rochester; Terry Desmarais, City of Portsmouth; Kristen Henderson, City of Rochester; Stephanie Rochefort, City of Somersworth; Rob Robinson, BOD Rep., City of Manchester.

MEETINGS HELD/ATTENDED: March 15, 2018

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Members asked to review and comment on ‘Draft Fall 2011’ committee purpose/goal, statement of need, and activities. Once this has been drafted by the Committee, it will be forwarded to the BOD. Other action items to be addressed following receipt of above information.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: TBD, likely late May or early June

OTHER RECOMMENDATIONS: Click here to enter text.

REPORT SUBMITTED BY: Chris Perkins [perkinsc@wseinc.com]

DATE SUBMITTED: 5/4/2018

DISTRIBUTION: NHWPCA Affiliate Liaison
Executive Committee Meeting
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