NHWPCA February 8, 2019 BOD Meeting
Minutes

Attendees:  David Mercier, Mike Carle, Robert Robinson, Ken Conaty, Ryan Peebles, Kurt Robichaud, Aaron Costa, Steve Clifton, Mike Theriault

Guests: Dee Rainville, Mary Jane Meier, John Adie

The Meeting was held at Cornerstone’s Concord office and started at 10:13 a.m.

Comments on the January 11, 2019 Minutes: Mike C made a motion to approve minutes, seconded by Ken. Vote was unanimous to accept. Mike T and Ryan abstained.

Trade Fair – April 15
Ken said all is in order. This year added option to bring equipment to display in parking lot. Vendors can set up starting 5:00 pm the night before and 7:00 am the day of. Sonny to reissue NEWEA awards.

Legislative Breakfast/Legislative Update – March 6
Legislative Breakfast is March 6. So far 28 legislators and 13 registered. Mike T, Rob, Dave, Kurt and Steve will be going. Dee will be sending out email to call legislators. Kurt, Ken, and Rob are on this year’s Legislative Subcommittee.

Peacock and Operator of the Year (NEWEA) Awards
Steve Clifton is new 3-year NEWEA State Director. Need nominations for 2019 NEWEA awards. Nomination paperwork must be filed. Kevin, Tim, and Andrea (past 3 president) will handle this charge. Hard deadline of June 1 but want sooner.

Poster Contest
Dave noted one school has requested to submit in February. BOD is OK with this. Dave to schedule poster judging after March BOD meeting.

John to book food from Constantly Pizza and tables/chairs from Taylor Rental. Two winners from last year did not cash checks. Checks are no good any longer. Mike T made motion to reissue checks, seconded by Rob. Vote was unanimous.
Ski Day
Mike T said registration is through Maine website (MEWEA). This year it is at Wildcat.

Summer Meeting – June 21
Mike T would like to go back to Elacoya. Board agrees. Committee meeting to be held in April.

Fall Meeting – September 13
Rob has found Red Fox in Jackson for lunch and meeting after tour of NCWP WWTF. Will lock in today. Operator Exchange is with Connecticut this year. Rob to coordinate tours and BOD dinner. Dave to send MaryJane the solicitation for NH operator.

Winter Meeting – December 13
Mike C is still looking for venue for lunch and meeting. Tour will be at Exeter WWTF.

Vacant Treasurer Position
Noelle resigned after the January BOD meeting. Need to define the divide between what the Secretary does and what Cornerstone will handle. Mike C motioned to form 3-member subcommittee of Mike C, Ken, and Mike T to redefine Treasurer’s role. Motion seconded by Dave. Vote was unanimous.

Cornerstone Update
Mike T to get Dee flyer for Ski Day. This past month worked with Stephanie to get things set up for Collector graphic design.

COMMITTEE REPORTS:

NEWEA State Director’s Report (Steve Clifton):
See NEWEA Awards. The operator exchange is with Connecticut this year and Steve will work with Rob and Mike to set an itinerary. Steve also would like the word to get out soliciting a NH operator to go to Connecticut this year. No NHWPCA booth at NEWEA – need to fix next year.

Activities (Ryan Peebles):
No report. Ryan working on Deer Island trip in May or September 2019.

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

Education (Ken Conaty):
No report. Spring classes coming out soon. Draft comp policy? BOD to vote on this next meeting.
Legislative & Regulatory Affairs (Rob Robinson):
No report. DC Fly-In is week of April 5. Shelagh and Dan Driscoll are going. Dan is going on behalf of the Association.

Membership (Aaron Costa):
No report.

Newsletter (Kurt Robichaud):
No report. Deadline for articles: 2/1, 5/1, 8/1, 11/1.

Permit (Rob Robinson):
No report.

Safety (Mike Theriault):
No report.

Scholarship (Mike Carle):
No report. Mike has had some inquiries from high schools. Deadline is end of March.

Ops Challenge (Tim Vadney):
No team. April 26 or May 3 is training session in West Warwick, RI.

POTY (Tim Vadney):
Dave to talk to John Adie to get new application to Cornerstone for website.

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.
- Constitution Committee. Dave to initiate a meeting.
- Member Volunteer Award? Consider recognition of individuals at every Winter Meeting.
- Need new DWGWTF member from NHWPCA.

Motion to adjourn made by Ryan and seconded by Mike T. Meeting adjourned at 12:54 p.m.

Next meeting to be held on March 8, 2019 at 10:00 a.m. at Concord WWTF.
New Hampshire Water Pollution Control Association  
53 Regional Dr Suite I  
Concord, NH 03301

NHWPCA Board of Director’s Meeting  
Date: Friday, February 8, 2019  
Location: Cornerstone association management office  
Time: 10:00AM

AGENDA

➢ Current Business:
  • Approval of January Board Meeting minutes  
  • Trade Fair  
  • Legislative Breakfast/Legislative update  
  • Peloquin award (NEWEA)  
  • Plant of the Year (NEWEA)  
  • Poster Contest  
  • Ski Day  
  • Fall meeting  
  • Winter meeting  
  • Vacant Treasurer position  
  • Cornerstone update

➢ 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  
PO Box 1382  
Londonderry, New Hampshire 03053

FEBRUARY BOARD OF DIRECTOR MEETING GOALS

- Vote on new budget for the current year
- Confirm which Board members will be attending the Legislative Breakfast
- Discuss the Trade Fair and confirm what technical sessions are to be offered
- POTY Award team to be confirmed and application to be updated and made available
- Obtain photos and bios for new Board members for website and Collector
- Vote on Poster Contest winners
- Confirm who will be going to the DC Fly-In
- Discuss who will be attending the Ski Day
- Schedule late Membership notice mailing and eBulletin
- Schedule Legislative breakfast announcement mailing
- Complete any tasks from the January goals not yet completed
- Treasurer to make donation to NEBRA this month
- Solicit volunteers for WNHD, GSRWA and CCD.
- Discuss Peloquin and OOTY Award nominees
- Review NHWPCA Constitution
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<th>DATE OF MEETING</th>
<th>BRIEF DESCRIPTION OF MOTION</th>
<th>BOD VOTE</th>
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<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 $80 payment out of the Scholarship Fund to pay Rob Lauricelle'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 Lantener 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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<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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<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>
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<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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<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>
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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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<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>
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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>
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<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>
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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 aisles and separate booths. Noelle made a motion to approved $1,680 for this service. Motion seconded by Rob.</td>
<td>Vote was unanimous.</td>
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<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>
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<td>Friday, July 13, 2018</td>
<td>ADMINISTRATIVE DUTIES TO THIRD PARTY VENDOR: Ken made a motion to enter into an agreement for the remainder of 2018 with Cornerstone.</td>
<td>Vote was unanimous.</td>
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<td>Friday, February 8, 2019</td>
<td>POSTER CONTEST: Mike made a motion to reissue checks to the two 2018 Poster Contest winners who have not cashed their checks as these checks are no longer valid. Motions seconded by Rob.</td>
<td>Vote was unanimous.</td>
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<td>Friday, February 8, 2019</td>
<td>TREASURER VACANCY: Mike made a motion to form 3-member subcommittee of Mike, Ken, and Mike to redefine Treasurer's role. Motion seconded by Dave.</td>
<td>Vote was unanimous.</td>
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