

**New England Chapter APWA  
Minutes of the April 19, 2023  
Executive Committee Meeting  
Rentschler Field after Spring Conference and Zoom Conference Call – 2PM**

1. **Call to order EC Board Meeting:** Meeting was called to order by President Bechard. Roll was called by Otero. Guests/Committee Chairs included Amanda Bazinet, Conrad Leger, Donna Shea, and Patrick Yeo.
2. **Concerns, etc.:** None
3. **Consent Agenda:** *These items will be acted together at their conclusion by a single vote.*
  - a. **Approval of Minutes:** March 15, 2023, minutes were reviewed.
  - b. **Treasurer Report:** Connors reported that she sent the reports out prior to the meeting. Sponsor checks are still rolling in. We're doing good.
  - c. **Finance Committee:** Roy reported that they will meet in 2 weeks and will plan next year's budget meeting and the quarterly audit in June.
  - d. **Delegate's Report:** No report.
  - e. **Education:** Shea reported that our first time Jam session went great, people really loved that session. She thanked Otero for the outreach with the presenters. She also thanked Mary McCarthy from UConn for all the behind the scenes work she does. Shea mentioned the 2 upcoming Chapter Connects; April 27<sup>th</sup> Facilities & Grounds Hot Topic and May 25<sup>th</sup> Electrification of Municipal Public Works Fleets and Equipment.
  - f. **Awards:** No report.
  - g. **Membership:** Field reported that the committee met 2 weeks ago and will plan a meeting in May.
  - h. **PWAC:** No report.
  - i. **Sponsors:** Leger reported that they will be meeting soon.
  - j. **Scholarship/Charity:** Schaeffler reported that she and Severance spoke about the applications. They extended the O'Leary Scholarship until April 15<sup>th</sup>. All the submissions will be reviewed next week.
  - k. **Newsletter:** No report.
  - l. **Website and Social Media:** No report.
  - m. **Young Professionals:** No report.
  - n. **Professional Development & Knowledge MGMT:** No report.
  - o. **Past President Advisory Council:** Mattscheck reported that they are working on the next 2<sup>nd</sup> Vice President selection for next year. They are still working on the Bylaws.
  - p. **Spring Conference:** Roy reported that we had 169 registered for today's Spring Conference. Sopelak mentioned that we had good feedback. Lawlor would like it if we could have the ability to pay with credit card after the registration due date, at least through the day of the event. Bechard will look into how we can make that happen. Garro stated that as a vendor, this was the best Spring Conference yet.
  - q. **Admin Event:** Pinsonneault reported that we are all set for the April 25<sup>th</sup> event. The Admin Workshop is being held at the Lexington Community Center in Lexington, MA. The speaker and lunch is all set. Connors stated that we have 40 registered at this time.
  - r. **Vermont Municipal Equipment Show and Field Day:** Schaeffler reported that they are doing well. Vendors and municipal registrations are still rolling in. She compared the list to last year's registration list and reached out to folks we haven't heard from this year. She is hoping to get the Boards approval to cover the municipal volunteer's hotel stay during their event. Bechard stated that the FinCom spoke about this at their last meeting. Last year's event was great and knows that we will have another successful event this year. Covering the hotel stay for municipal volunteers only should be a part of this event. There is no policy for this but feels that this should be approved. Connors wants to make it clear that this would only be for the Vermont event. Bechard stated that they will be working on a policy for all events. A vote to cover municipal volunteer's hotel stay for this year to be taken under Items Removed From the Consent Agenda.
  - s. **Summer Conference:** No report.
  - t. **Mechanics Workshop:** No report.
  - u. **NPWW/MOTY Awards Luncheon:** Connors reported that we are good to go. They are working on the 10-11 am session and then they will get the word out. Registration will open Monday, April 24<sup>th</sup>. There will be no guest speaker this year.
  - v. **PWX Chapter Dinner:** Myers reported that the Marriott Marquis San Diego Marina hotel has been sold out. Otero will send a constant contact flyer out to our membership with our 2<sup>nd</sup> hotel choice, which is the Manchester Grant Hyatt that is right next door to the Marriott Marquis.
  - w. **Sustainability:** Weissberg reported that they will re-evaluate the thought of having a Sustainability Committee being a stand alone or roll up into the Education Committee. He believes it being a component to another committee will be better.
  - x. **Director of Region 1:** No report.

**4. Approval of Consent Items**

Above Consent Items were approved on a motion by Lawlor/Roy.

**6. Action on Items Removed from the Consent Agenda**

**A motion was made by Bechard/Roy and approved** to cover the hotel fee for municipal volunteers for the Vermont Municipal Equipment Show and Field Day for this year only. Connors will reimburse the hotel charges of our municipal volunteers once she receives the paid receipts.

**7. Other Business and Correspondence**

None

**8. Adjournment**

There being no further business, the meeting was adjourned on a motion by Blodgett/Mattscheck.

Respectfully submitted,

Molly Otero  
Chapter Administrator