

New England Chapter APWA
Minutes of the Executive Committee Meeting
August 30, 2022
JW Marriott/Roanoke Room, Charlotte, NC

1. **Call to order EC Board Meeting:** Meeting called to order by NEC President Mattscheck. Roll called by Connors. Guests/Committee Chairs included Christine King, Art Baker, David Field, Tim Ledogar, and Conrad Leger.
2. **Concerns, etc.:** None
3. **Consent Agenda:** *These items will be acted together at their conclusion by a single vote*
 - a) **Approval of Minutes:** July 20, 2022 minutes were reviewed and approved.
 - b) **Treasurer Report:** Connors reported we are still mailing invoices and receiving payments for the Summer Conference and PWX. Still working on Fiscal 2022 end of the year finances. She distributed copies of the Fiscal 2023 Budget as well as the Fiscal '22 Meeting Summary.
 - c) **Finance Committee:** Bechard reported the FinCom had a Zoom meeting on July 25th and established a Fiscal '23 Budget which will be voted on under *Other Business*.
 - d) **Delegate's Report:** Westerling reported that there will be a Board of Directors Meeting Dec. 8th and 9th. This will be our chance to let the Board know what's working, what needs improving, so if we don't speak up, we don't get any action so please let him know. A Chapter Leaders Training Session is scheduled for September 12th with Connecting Chapters, Committees for committee reach out efforts. There will be monthly training every second Monday of every month at 12 noon central time. Nat'l will be posting a *benchmark survey* to all chapter leaders to follow what police and fire do to benchmark communities. Download the survey gather the info then go back online to input your data. Anyone responding to the survey will receive a free copy of the completed survey. Nat'l is also re-vamping the website. Training will be made available in a "Town Hall Meeting". A prototype will be available in December with training beginning in January 2023. Anyone with a stake in the website should attend. Chapters can modify their individual websites accordingly.
 - e) **Education:** Next meeting is scheduled for October 4th.
 - f) **Awards:** No report
 - g) **Membership:** Roy reported that they had a meeting two weeks ago and the membership has dropped below 1000. He would like to get more folks involved and they are looking at ways to promote APWA. he questioned if DPW directors were being pushed to join. They would like to have a membership drive with help from sponsors. Right now, an individual student membership is only \$27.
 - h) **PWAC:** Piacentini reported they had a meeting August 10th and a New England Chapter Connects is scheduled in September re: winter operations. A second session will be scheduled on October 27th regarding *Drones in PW*, and they are still looking for a motivational speaker for November 17th. Pinsonneault mentioned that Regina was able to book TV Host Mike Rowe. Piacentini said she was working with Marsee regarding the drones and Bechard offered to forward to her information regarding MA Aeronautical regarding the drones. Merson mentioned the National Task Force has a regular column in the APWA Reporter. Piacentini reported that we received an order for bumper stickers and magnets.
 - i) **Sponsors:** No report.
 - j) **Government Affairs:** Bechard spoke to Riccio, and he had no report. Working on putting thoughts together for a meaningful report.
 - k) **Scholarship/Charity:** Severance had nothing to report. Connors mentioned one of the Crombie winners never registered for the event. It was suggested we forward scholarship to next year.
 - l) **Newsletter:** Myers reported the last edition was distributed in July. Send him any info for the next edition. Should be lots of pictures from PWX.
 - m) **Website and Social Media:** Ciancarelli reported the job postings are back up to 25 a month.
 - n) **Young Professionals Report:** Marinaccio reported the YP WooSox event was a success. Great night, great game. He said they have a couple of events coming up, one being the end of September. May have one more before the end of the year. Director's meeting is scheduled for October, 2022
 - o) **Professional Development & Knowledge MGMT:** Lawlor said he had no report. Meeting scheduled for later today at "PWX.
 - p) **Diversity, Equality, and Inclusion Committee:** No report.
 - q) **Past President Advisory Council:** No report.
 - r) **Mechanics Workshop:** No report
 - s) **Spring Conference:** Roy said the committee is looking at different locations for 2023. There are pros and cons re: Rentschler Field. Set up of the rooms is a little awkward. One location considered is the Sheraton at the airport. More to come.

- t) **VMESFD** Schaeffler reported the chairs for the VMES&FD met last week to begin conversations re: May 10, 2023, event. Looking into incorporating VT Local Road (Ltap) Road Scholar Awards in with the show. Looking to relocate the plow competition to paved parking area to help reduce dust issues. Also discussed the best location for the outdoor vendors and the possibility of increasing the number of booths. Negative feedback was about the lunches. Going to contact Randy Henry, the caterer that use to do the show about having hot dogs, burgers, maybe some boneless chicken or veggie burgers. Schaeffler already reached out to Al's French Fries (Vermont icon) to see if they would want to attend. She asked Don Turner, Town Manager from Milton, VT, and former VT Legislature to be a guest speaker and he has agreed to. They are discussing a Vendor Appreciation Night the night before and are investigating the cost and logistics that goes with this. There was talk about vendor & municipal fees, still to be determined. Will be sending out a doodle poll for a committee meeting in September.
- u) **NPWW/MOTY Awards Luncheon:** Connors reported the contract is approved and signed and she made the \$4000 deposit for 2023.
- v) **Summer Conference:** See attached report from Christine King. Goober added that Seacrest is a really great venue, and the Board should not be concerned.
- w) **PWX Chapter Dinner Charlotte, NC:** Myers reported the committee met a couple of weeks ago and they have a really fun event planned. They started looking at dates in November to check out locations in San Diego for the 2023 PWX. He also reminded everyone that indus has an event at the Charlotte Beer Garden prior to the PWX Chapter Dinner. Leger mentioned that he thought a better job could have been done at the Awards Reception. There was no recognition for the winners. Mattscheck told him to join the committee. Yanulis said remarks had been prepared, but for some reason Benevento had been stopped from speaking.
- x) **Fall Conference:** Bechard is working on the contract with the hotel. He'd like to set a price for the registration. Mattscheck stated that we will remove this from the Consent Agenda and have a vote.
- y) **Snowplow Roadeo:** Mattscheck said all states were represented at the Roadeo on August 17th. He congratulated winners and then deferred to Ledogar. Ledogar said the next event is the CO Snowplow Roadeo and he thanked the Chapter for their continued support. The winners of the snowplow rodeo came from Stoughton, MA. He asked if the Chapter could prepay for the air, hotel, and registration up front as all these expenses are put on his personal MasterCard. A discussion ensued that this is not normally the practice of the Chapter, but it was decided to pay upfront. Ledogar will get the receipts to Connors for reimbursement. It was suggested that a letter should go to the supervisor/director of the winners of the rodeo and Ledogar said he would get the name and forward it to Connors who will write a letter on behalf of NEAPWA. This will become part of the scholarship item on the budget report.
- z) **Holiday Executive Committee Board Meeting:** Dexter said they have the date all set for December 3rd and are just working on a few minor details. He thanked the committee for all their help.
- aa) **Sustainability:** No report.

4. Approval of Consent Items

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

5. Action on Items Removed from the Consent Agenda

A **motion** was made by Bechard/Westerling and approved to prepay and reimburse Ledogar for air, hotel, and registration payments for the Snowplow Roadeo.

6. Other Business and Correspondence

a. A copy of the Fiscal 2023 budget was distributed to the EC Board members prior to the August Board Meeting for any comment(s), recommendations, etc. There being none,
A **motion** was made by Westerling/Bechard and approved to accept the Fiscal 2023 Budget.

b. Connors reported that since Benevento had been selected as the new Region I Director, and Sheppard had retired, it left open the NEC Delegate and Alternate Delegate positions. Westerling volunteered for the Delegate position and Webb for the Alternate Delegate position but there was no time for a vote of approval by the EC Board before PWX. Therefore, a motion needs to be brought to the Board for approval of these two positions. Also, due to the absence of time it was suggested to Westerling that he attend PWX as the new Chapter Delegate. Once again there was no time for a vote of approval by the EC board before PWX and so a motion also needs to be brought to the Board for financial reimbursement to Westerling for his incurred expenses. (air, hotel, meals, PWX registration). Therefore,

A **motion** was made by Connors/Bechard to appoint John Westerling as NEC Delegate for the remainder of Benevento's term of office.

A **motion** was made by Connors/Bechard to appoint Tim Webb as NEC Alternate Delegate for the remainder of Sheppard's term of office.

A **motion** was made by Bechard/Yanulis to reimburse Westerling any expenses incurred for PWX.

c. Lastly, Leger brought up the question of the size of the sponsor logos posted on the Constant Contact emails. A discussion ensued re: whether or not they should all be the same size or different sizes based on sponsorship level. After much back and forth it was decided that the logos would stand as is with gold being the largest, silver slightly smaller and then bronze the smallest.

7. **Adjournment**

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

Respectfully submitted,

Jaqui Connors
Secretary-Treasurer