

**New England Chapter APWA**  
**Minutes of the Executive Committee Meeting – December 16, 2020**  
**Zoom Conference Call**  
**12:30 p.m.**

**1. Call to Order** – Meeting was called to order by President Barrett. Roll was called. Bob Betsold was a guest.

**2. Concerns, etc.** – None.

**3. Consent Agenda.**

Before the meeting started, Mike Gantick, who stepped down as a CT Director, thanked everyone for the honor of serving on the Board for the last two years. He said it was great working with such a great group of people, and he was sure newly appointed CT Director Weissberg would do a great job.

Barrett wanted the Board to know that he was contacted by Mary Joyce in Manchester, CT who informed him that they had hired Courtney Lindberg as the new Deputy Director. Daring said it was his hometown and if sent her info, he would reach out to her. Lawler also said he would reach out to her.

**a. Approval of minutes** – November 18, 2020 minutes were reviewed and approved, pending correction to be made under Education Committee.

**b. Treasurer Report** – Nothing to report. Monthly bills were paid.

**c. Finance Committee** – No report.

**d. Delegate's Report** – Benevento reported Council of Chapters had a meeting last week. The National virtual *Chapter Leaders Training* is scheduled for January 26th and 28th, and February 2nd and 4th. National allows for two to attend but the NEC has sent four in the past with a cost to the Chapter. Since it is a virtual meeting, all are encouraged to attend. Webb suggested new CT Board member Weissberg should try to attend.

**e. Education** – Goober said the schedule has been blasted for the *NEC Connects*. He will be working with King next week re: the Summer Conference, recommending looking at the 24 speakers from 2020 who have not had a chance to present.

**f. Awards** – Benevento said Wellesley submission for National Snow & Ice was submitted. He will be sending Comm. members an email next week looking for dates for next meeting. Awards due March 1, 2021.

**g. Membership** – Garro said no report. Hadley asked if info could be broken down and was told yes.

**h. Sponsors** – Leger said he and Betsold have discussed the potential of what the Board talked about re: how to enhance sponsorships for 2021. The 2020 sponsorships will roll over into 2021 but looking to enhance for 2021.

**i. Newsletter** – Myers said the deadline was last week. Working on the layout now and the Chatter should be good to go the first or second week of January.

**j. Government Affairs** – Riccio had no report but wanted to make sure that everyone's team was on the First Responders list for the vaccine. He suggested going straight to the Governor's Office as his boss had done. Barret said in MA, they are on the First Responders.

**k. Summer Conference** – King spoke with Nason and they have a meeting scheduled for January. Looks like the Summer Conference might have a shot. Looking to come up with a back-up plan just in case. Speakers will be used from the 2020 Call for Presentations list. Yanulis said he spoke to Garro and the notion of maybe having the event in July. King said the Red Jacket bases the cost on the fact that we are off season in June.

**l. NPWWL – Connors/Piacentini** – Connors had no report. Good to go if Covid is over.

**m. Fall S&I/Snowplow Rodeo** – Mattscheck had no report.

**n. PWX Chapter Dinner** – Stinson had no report.

**o. PWAC** – Benevento had a meeting yesterday with the State’s DOT’s to discuss another round of *Managing Winter Operations During Covid* in mid-January. 150 attended the first event with a lot of feedback so this event will include local DPW Directors/Commissioners on the panel and will be in addition to the already scheduled *Selling Your Dept. Budget to Elected Official and the Public*. It should be noted that CT T2 has been a great partner with these virtual meetings. Lastly, the Bereavement Committee has created a “Sympathy Card” to be used for members and member families who have passed.

**p. Website and Social Media** – Ciancarelli reported “Public Works Makes It Happen” is the first slide on website. Originally under Education with a link attached. Now the link is attached to get to the New England Chapter Connects.

**q. Young Professionals Report** – Garro reported Marinaccio had no report.

**r. Professional Development and Knowledge Management** – Lawlor said no report.

**s. Diversity Committee** – No report.

**t. Mechanics Workshop** – No report.

**u. Past Presidents Advisory Council** – Daring said the Past Presidents Committee met last week to discuss the S/T position and came up with three recommendations.

1. To readvertise for additional solicitations and hopefully receive a few more potential candidates.
2. In doing that we recommend using a service such as Indeed looking for a few more candidates.
3. Rather than seeking a S/T, look for a Chapter Administrator position. (paid position). Identify the position and find someone who has the time and ability, etc. to support the Board of Directors. Someone to do the leg work. Hard to find just one person.

The Committee will come up with a job description and salary requirements to present to the Board and FinCom for budget purposes. Daring said Molly would help weed through the applications. Lawlor asked about clarification re: the two positions. Looking at the By-Laws, the S/T is elected, would Chair the FinCom, and is the person who is in position of the check book and has a fiduciary duty to the Chapter. Yanulis said the Administrator would work for the Board, like all consultants, does not set policy but administers policy and handles registrations, taking of minutes, etc. No By-Law changes need to be made. Merson then reminded everyone that the By-Laws need to be revisited.

**v. Scholarship Committee** – Severance said the Committee has finalized memo letter and that will be forwarded to the FinCom shortly.

**w. Spring Conference** – Webb said talking with them Rentschler to see if event can be moved outside with tents, equipment, etc. Roy said he reached out to CASHO so events do not conflict. Weissberg said the Dunkin Donuts Park could accommodate an outside event.

**x. Holiday Board Meeting** – No report.

**y. Approval of Consent Items.**

Above consent items were approved on a motion by Benevento/Severance.

#### **4. Action on items removed from the Consent Agenda**

**A motion** was made by Benevento/Webb and approved that the Executive Committee accept the recommendation from the Past Presidents Committee so they can seek to engage and hire a Chapter Administrator to take on certain tasks and duties to support the Board of Directors (hired not voted) with the Secretary/Treasurer position remaining as a voting member of the Board.

**A motion** was made by Garo/Bechard and approved to appoint Rich Benevento as the National Delegate for the New England Chapter for a three-year period.

## **5. Other Business and Correspondence**

Merson mentioned that he had completed his five-year stint on the Past Presidents Committee but would continue to work on other committees.

Outgoing President Barrett said it was truly an honor and he wanted to thank everyone for having the faith in home to move through a most difficult year. He said it was a pleasure working with everyone and thanked us once again from the bottom of his heart.

Garro said he is working on the Committee list and has reached out to Committee Chairs for assistance. Yanulis said as we grow and encourage other folks to get involved, it should be ok for non-Board members to be Chairs of Committees.

Barrett was then presented the gavel plaque, a citation from National and the Past Presidents Pin. Benevento read the Board of Directors "job description" and proceeded to swear in the 2021 EC Board. Newly instated President Garro thanked everyone for this opportunity and that he looked forward to working with everyone and that the By-Laws was one of his priorities that he will address in the first quarter of 2021.

## **6. Adjournment**

There being no further business, the meeting was adjourned on a motion by Garro/Westerling

Respectfully submitted,

Jaqui Connors  
Secretary-Treasurer