

**New England Chapter APWA
Minutes of the Executive Committee Meeting – February 19, 2020
O’Connors Restaurant - Worcester**

1. Call to Order – The meeting was called to order by President Barrett. Roll was called.

2. Concerns, etc. – None.

3. Consent Agenda

a. Approval of minutes – January 15, 2020 minutes were reviewed and approved.

b. Treasurer Report – Balance is looking good. Still a few outstanding invoices that will be discussed at next FinCom Meeting in March.

c. Finance Committee – Garro reported he received most of the budgets for events but was still waiting for a few more. First meeting will be the week of March 9th.

d. Delegate’s Report – Benevento on his way to KC, so no report.

*****Hadley asked to be heard early as he had to leave for a meeting w/Sen. Lesser. **See attached report.** Hadley mentioned the Professional Administrative Workshop is scheduled for April 29th at the Collins Center in Burlington, MA with no cost to the Chapter for the venue. The only cost is for the facilitator Mary Aicadi. He has submitted his budget and the cost for registration will be \$50, the same as last year

e. Education – Goober reported speakers have been selected for the Spring and Summer Conferences and Molly will send emails to each of them which then triggers her to request CEU’s from National. Held off on Fall Snow & Ice Conference until a later date.

f. Awards – Goober reported that Benevento, has a substantial spread sheet for awards. Submissions are forwarded to Benevento who supplies a cover letter to National for each award. Deadline is March 2nd.

g. Membership – Roy said ready to hold a Committee Meeting in March. Working on a new flyer for distribution and Garro will man the booth at the Spring Conference. Garro said Marinaccio is a Co-Chair and will work on getting YP’s more involved.

h. Sponsors – Yanulis reported Committee has met a couple of times, rates have been raised, and Sponsor Form has been mailed. A few went from Gold to Silver but a few have actually upgraded. Leger unable to attend but forwarded his report. **See attached report.**

i. Newsletter – Myers forwarded his report. *Publish deadline set for a week before NPWWL in May. Moss to solicit content from Directors and Committee Chairs next week or so. Goal is to connect with at least 1 community from each NE Chapter state. Guidance to be provided on content; environmental theme this issue. Committee to present a plan to go electronic for EC approval at March meeting.*

j. Government Affairs – Riccio has connected with new Committee member Whitehouse. Nothing new at this time.

k. Summer Conference – Nason reported the Committee has meet twice; once at BETA’s Norwood Office and one at the Red Jacket. Alan Bearse left the RJ so we had a meet and greet with Sales Manager Sharon and Dir. of Sales Marcie. Reviewed the three-day agenda, mixed up the menu a little, discussed time frames for sessions and events and Cornhole and golf. Leger will work with Kiley re: golf sponsor signs. Will be looking for young professionals to participate in Friday morning breakfast program.

l. NPWWL – Connors said they are all set. Will be discussing gifts and possibly changing the 10:00 a.m. session. It was suggested a panel discussion with the towns of Dennis, Yarmouth and Harwich and their experiences re: last year’s tornado in their areas.

m. Fall S&I/Snow Plow Roadeo – Mattscheck said new Committee member Valenti has some ideas re: the Conference which would require a fee payment. More to come.

n. PWX Chapter Dinner – Garro said recon group has had two meetings and will have a final meeting next Wednesday before heading to New Orleans March 2nd – 4th.

o. PWAC – See above. *****

p. Website and Social Media – Ciancarelli reported Claire Moss and Mike Nelson have been added to the Committee. He said 29 jobs were posted in January, the tribute to Mr. Ruiz was posted and “Save the Dates” were also posted for the Sprig Conference, Admin. Professional Day and NPWWL. Garro mentioned Aimee Couture, while on maternity leave, will need to temporarily be replaced.

q. Young Professionals Report – Frank unable to attend. Sent in his report. **See attached.**

r. Professional Development and Knowledge Management – Blomquist said the NE PW Institute is back on line with six students registered from across the country. (NH, SD, etc.). He would like to talk about sustainment in the future and would hope to increase the six students to at least 12. National has a lot of information for anyone interested.

s. Diversity Committee – Whitehouse unable to attend but any suggestions, please let her know.

t. Mechanics Workshop – Mattscheck reported the workshop will be April 22nd in Mansfield, MA. More information to follow.

u. Past Presidents Advisory Council – Daring reported that he will be arranging a phone conference call with the main discussion being the Secretary-Treasurer’s position.

v. Scholarship Committee – Severance said he sent emails to the Committee regarding plans to possibly change next year’s qualifications, the number of scholarships given and cash amounts. Currently there are five/\$2000 T.J. O’Leary Scholarships and one/\$2500 Crombie PWX Scholarship. Connors also mentioned that a discussion was on-going re: the students participating on a committee for at least one year. Severance then thanked Ciancarelli and Couture for updating website and forwarding info to the membership via Constant Contact.

w. Spring Conference – Webb said all is set. Will make a motion to change tix price to \$85.00.

x. Holiday Board Meeting – Stinson trying to set up a meeting to check out venues in Portsmouth, NH. Myers expressed an interest in helping. Perry has been compiling locations and said some hotels are not in the best locations.

y. Approval of Consent Items. Above consent items approved on a motion by Hadley/Daring

4. Action on items removed from the Consent Agenda

A *motion* was made by Daring/Lawlor and approved to charge \$85 for Spring Conference registrations.

5. Other Business and Correspondence

A *motion* was made by Riccio/Johannson and approved to eliminate the May EC Board Meeting. Barrett thanked Garo for compiling the Committee list and Daring wanted everyone to know that Mike Gantick will be retiring in May.

6. Adjournment

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

Respectfully submitted,
Jaqui Connors, Secretary-Treasurer