

**New England Chapter APWA
Minutes of the February 16, 2022
Executive Committee Meeting
Zoom Conference Call – 11:00 AM**

1. **Call to order EC Board Meeting:** Meeting called to order by President Mattscheck. Roll called by Connors. Guests/Committee Chairs included Christine King, Dan Nason, and Frank Marinaccio.
2. **Concerns, etc.:** None
3. **Consent Agenda:** *These items will be acted together at their conclusion by a single vote*
 - a. **Approval of Minutes:** January 19, 2022 minutes were reviewed and approved.
 - b. **Treasurer Report:** Connors sent out the report to the Executive Committee. She reported that we are doing good. Checks are starting to come in for the Vermont event with 21 Sponsors totaling \$8,600.00. She continues to send out invoices for money still owed to the Chapter.
 - c. **Finance Committee:** Bechard reported that he had 4 event budgets (Admin Workshop, Spring Conference, Vermont Event, and Luncheon). King mentioned that she sent the budget in for the Summer Conference last week. Bechard replied that he did not notice that one and will go back and look for it. Bechard has not heard back from Collins and would like to close the report on the Spring Mechanics.
 - d. **Delegate's Report:** Benevento reported that there is a Council Chapters meeting next week. He brought up the Public Works Awareness Task Force and how there has been a lot of discussion what it will be. The intent is to get guidance and help for Chapters to create a Public Works Awareness Committee within their own Chapters similar to what we've done in New England.
 - e. **Education:** Shea mentioned how pleased her committee was with the quality and the diversity of the abstracts they received for this year's educational sessions. She is pleased to present the slate for each of the conferences we did, the whole committee met in January and invited the chairs of the conferences to provide input. Each of the chairs has agreed to the sessions that were requested or were assigned. Shea asked for approval of the slate. Mattscheck said that he reviewed the slate that Otero sent within the February meeting package and that everything looked good. Benevento stated that the slate does not need to have a vote and suggested to fit in as many as possible. Shea reported we were able to accommodate everyone, significant effort on the committee's part. Bechard asked about the twelve sessions for the Summer and in the past only did eight-ten and wondered if we had the space. King replied that he was correct about the past, this is more than what was typically done but there's space. She mentioned that this coming year we will not have the Dark and Stormies (Merson confirmed). Yanulis stated that having 12 sessions is no problem and that it helps with the last-minute scrambling as well. He said having 2 concurrent sessions running is still the plan. Yanulis said it is wonderful to accommodate everyone who has submitted to participate. Benevento said it was a great idea to keep the 2 concurrent sessions. Shea wrapped up this update by letting the Committee chairs know that Otero will be emailing the presenters this week.
 - f. **Awards:** Benevento reported that this is the final countdown with 2 weeks to go, awards are due on March 1st. We have 22 submissions going in, he will send out a revised spreadsheet with the awards submissions. A little light on projects for the year but that's ok, we have 22, possibly 23 going in.
 - g. **Membership:** Marinaccio we have a slight uptick in members. Schaeffler mentioned Roy's email to the Board stating we have 972 active members and National is advertising a half price membership for new member for their first year which is \$111.00.
 - h. **PWAC:** Benevento reports that PWAC did not meet this month, their next meeting it March 9th. He shared that the next NE Chapter Connects is coming along, it's on March 24th, Tips for Dealing with the Public. Hadley spoke about 3 survivor benefit bills, haven't heard if they went out or not. Admin Workshop is being held April 27th, sent the budget to Bechard/Finance Committee. Save the Dates were sent out, registration will be open March 21st and 2 weeks later a reminder and then April 14th is a final reminder before the workshop. Hadley asked Mattscheck to attend and be the opening comment. Mattscheck said he would be there, it's on his schedule. Benevento asked Hadley for the speaker's names. Connors stated that the agenda is on the website for anyone who would like to know the speakers.

- i. **Sponsors:** Yanulis said the letters went out and that Leger is following up with many folks giving them a reminder to participate as sponsors. Connors gives an update to Conrad every week with what has rolled in.
- j. **Government Affairs:** Bechard doesn't have any update. What he has heard from our federal partners is that the continuing resolution which was due to expire this Friday has been extended to March 11th, nice bill with a lot of money that we can't do anything with it yet because they didn't pass the appropriation bill. Blomquist mentioned people can sign up for the APWA Advocacy, they send out a text that you can respond to which then directs you to a location where you can forward and email or a text to your particular congress and senator with issues. There was one sent out in January concerning the extension of the resolution. Mattscheck added that RI Senator/DPW Director in Foster put a bill in mirroring Chapter 9 to try to help the local municipalities receive some funding. He will keep everyone updated as that moves along.
- k. **Scholarship/Charity:** Schaeffler reported that we have 2 O'Leary scholarship and 1 PWX scholarship submitted at this time. She was hoping that Benevento can make an announcement at the next NE Connects. Benevento said he would and that it should be mentioned at any upcoming NE events.
- l. **Newsletter:** Myers reported that they have a meeting March 3rd and following that they will reach out to members via Constant Contact for content and then reach out to our sponsors for their sponsor content piece.
- m. **Website and Social Media:** Ciancarelli stated he has been keeping up with content of the jobs and committees up to date.
- n. **Young Professionals Report:** Marinaccio reported the biggest thing right now is the National YP Summit. It's a virtual event which is basically a chapter leader's training for YPS. He sent it out to the YPs and the Executive committee last week. Registration is only \$25.00. Stan Brown the President, Scott Grayson, and Sean O'Dell will be speaking. A great opportunity for networking and learning. Marinaccio was invited to speak at the virtual National Board meeting in March for the YP summit as the summit chair along with the Chair of the National YP committee. At the Chapter level they met last week and came up with a schedule of events. They will start planning those, some virtual and some in person events. After Connors questioned Marinaccio about the virtual event and the future of the Summit Marinaccio said they would put together a business proposal for 2023 with their budget as it was cut in 2021 with COVID restrictions, half the Board would like to see virtual events in the future and the other half sees the importance of holding it in person.
- o. **Professional Development & Knowledge MGMT:** Blomquist reported that Lawlor and himself are looking at different issues, what is professional development and what should be the role. They are talking with Shea to look at works force development issues, etc. which fall in this area.
- p. **Diversity, Equality, and Inclusion Committee:** No Report
- q. **Past President Advisory Council:** Barrett and Garro are moving along with changes to the Bylaws. They thought to open them up for discussion at the Strategic Meeting before they go in print. All the changes have to be submitted to National.
- r. **Mechanics Workshop:** No Report
- s. **Spring Conference:** Webb reported that we are ready to go. The contract was signed 2 years ago and carried over. The cater contract is signed. We are looking at 100 attendees, putting a buffer in there because of COVID. Webb asked for the Boards approval to charge people \$100 to attend the conference. Mattscheck said we would vote on this.
- t. **VMESFD:** Schaeffler reported that in addition to Connors' report of 21 sponsors/vender, she is also receiving online registrations and that we're almost at \$15,000 for sponsors and vendors for the show. With COVID around there will be boxed lunches for attendees. Moving vendors upstairs instead of basement, gives us additional 3100 square feet which we can add even more vendors. Registration, NEAPWA, Vermont Local Roads, Rutland Cities and Towns, and Mass Highway will be in the entry way instead of taking up booth space on the floor.
- u. **NPWW/MOTY Awards Luncheon:** Connors reported that we're good to go. Piacentini and Connors working on a guest speaker. Mary Aicardi from the admin event will also present at the Luncheon. They are working on the agenda with Mary Aicardi.
- v. **Summer Conference:** No report. King questioned as to when registration should open. Connors said she would get back to King with a date.

- w. **PWX Chapter Dinner Charlotte, NC:** Meyers stated that their February meeting was rescheduled to March 3rd. They plan on traveling 15-17th.
- x. **Fall/Snow & Ice Conference/Snow Plow Roadeo:** Dexter stated that their committee is meeting next week. Bechard asked if Mattscheck would like to share his plan, as we have education portion and driving skills event. Mattscheck said he'd keep it the same as last year, driving skills is the stand-alone event in a parking lot. If we hold the driving skill event in July/August, those employees are typically still employed, and those winners can attend the Colorado National show. They were having a big problem having it in Oct/Nov. timeframe as they had to wait until the following September to participate and they had a lot of problems with people either retiring, moving on, or going to a different municipality where they will not allow them to travel. Snow Plow is a standalone event in Foxborough where MA Highway is holding their event and the Fall educational event will be held where the MA Highway event is being held in Marlborough which is a nice venue. Connors brought up that the Fall committee is listed the same as the Snow and Ice. Mattscheck said to eliminate the Snow Plow Roadeo off that line. The Snow and Ice Chairs will also help with the Fall conference. Mattscheck is looking to add more people to the committee. Benevento spoke up and said while we are on the topic of adding to the committees, he challenges everyone to look at their committee and how many YPS are on their committees. Let's get the YPs involved, they are our future. Marinaccio let us know that they are a lot of people that want to be involved. Mattscheck said strategic planning has the YPS on the agenda and it's a great spot to talk about this further. He agrees that a YP should be on every committee. Yanulis brought up that would require more planning to invite all the YPS to the Strategic Planning. Lawlor voiced his concern that he doesn't want this to overwhelm the strategic planning session. He is for succession planning but doesn't want to overweight the comments that they bring to the table. We should be careful about that. We want to get their ideas but don't want to throw the process off kilter. Marinaccio said there are 4 co-chairs (includes he and Blodgett, Director under VT), he wouldn't invite 10-12 YPs. Kurt then brought up if we open it to YPs we should be opening it up to the Diversity committee. Yanulis suggested the President decides additional invites including YPS, Diversity, and any other invites that would reflect our membership and goals. Mattscheck said his decision was made last month and it hasn't changed, only the board and the committee chairs are invited, he doesn't mind adding the 2 extra YPs. He's hoping 20-30 attendees. Connors brought up some committees have more than one chair. Mattscheck doesn't expect we will see all from a committee. Benevento needs an idea of how many people are attending for the lunch count at Union Station. Connors said she will reach out to each committee like she has done with other events like this. Shea will need the same information to set the framework for good discussions.
- y. **Sustainability:** Weissberg shared that Shea worked with Courtney Lindberg from Manchester and Otero to get the survey out. We received 45 responses and the data was assembled very well. There is interest in taking this further, want to get a task force together to develop a Framework for the committee, follow APWA recommended structure if we are putting the Sustainability Committee together. We will be coming up for a game plan for a table at the Spring conference.
- z. **Holiday Executive Committee Board Meeting:** Dexter reported they have seen 2 venues with another to visit. Gathering information and going over their needs. They are meeting next week.

4. Approval of Consent Items

Above Consent Items approved on a motion by Benevento/Bechard.

5. Action on Items Removed from the Consent Agenda

A motion by was made by Schaeffler/Connors, and approved, to increase the Spring Conference registration fee to \$100.

6. Other Business and Correspondence

Connors – 2 letters to previous PWX winners just to let them know they have not been forgotten. We would be in touch with more information to attend. We received 2 thank you letters, one from Tony DelGaizo family and another from Bright Lights for the donation that was made in October.

Merson shared that Bob MacEwen passed away, past president in 1969.

Connors has a “50 years of PW in New England” history that has about MacEwen and will send to Myers to print in the next newsletter.

Connors asked if there would be a zoom call in for the Strategic Planning. Shea said that it’s challenging to hold the meeting virtually and in person. Mattscheck said there wouldn’t be a zoom available, it will be in person only.

Connors would like to offer a night stay at a hotel close to Union Station for Schaeffler and Blodgett to come the night before the EC Board and Strategic Planning meetings on March 16th. A motion was made by Webb/Benevento and approved.

Otero asked the Board if they preferred that she updated the outlook invite a week before each meeting or send the package out via email. Updating the outlook invite is favored. Motion by King/Bechard

7. Adjournment

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

Respectfully submitted,

Molly Otero
Chapter Administrator