

**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. Guests included Bob Dexter, incoming Director.

2. Concerns, etc. –President Barrett reminded the Board that he sent out the Committee list and did not hear from some of the Chairs with changes. Garro said he would maintain the list and send to the Committee Chairs requesting updates along with a committee description. Perry mentioned that the Audit committee needs to be updated that the 2nd Vice Chair (Mattscheck) is the Chair of this committee.

3. Consent Agenda

a. Approval of minutes – December 7, 2019 minutes were reviewed and approved.

b. Treasurer Report – No report at this time.

c. Finance Committee – Garro requested budgets from all committees.

d. Delegate’s Report – Benevento reported that the delegates meeting is the 3rd week in February in Kansas City and that the subcommittee of the Steering Committee is waiting on a vote to increase the stipend to help cover the rising costs of the delegates travel and to help with Alternate delegates wanting to travel to attend. Benevento will also send out a request to each committee asking for a paragraph to add to the activity report he will present.

e. Education – Goober handed out the list of conferences/events with the abstracts listed. He thanked his committee and event Chairs for making the process go smoothly. Priority was given to the municipalities that presented abstracts then to the consultants/vendors. List attached.

f. Awards – Benevento informed the board of the upcoming awards meeting (Friday 1/17/20). Some new and old committee members including some MADOT folks. Roy suggested that they look to include some LTAP’s from states within the Chapter as well.

g. Membership – Garro presented Barrett with the membership letter for signature. The “welcome” letter goes to all new members. Garro announced that Marinacio will be replacing him as the Co-Chair of the membership committee. He also requested from the PWAC committee some giveaways for the booth.

h. Sponsors – Yanulis reported that the Sponsor letter will be going out this week. The letter will be sent directly to the individual responsible for the sponsorship highlighting the value of the specific level of sponsorship. He also mentioned there were some increases in the different levels of Sponsorships. (See attached Sponsorship form).

i. Newsletter – Meyers reported that Ciancarelli has joined the committee. They will be meeting this month to discuss content as well as a plan to save on costs by providing the newsletter electronically.

j. Government Affairs – No report.

k. Summer Conference – Piacentini reported that Christine King will be the Co-chair with Dan Nason. Alan Bearse has left the Red Jacket and we have a new representative. The Summer conference survey results showed that attendees were happy with the changes made last year (swapping the Awards dinner and BBQ night, and adding the corn hole tourney). Merson reported that the summer Conference will be hosting the Stormy Awards in the afternoon session. The committee will be having a meeting at the RJI to meet with the new contact.

l. NPWWL – Piacentini reported the Luncheon is Wednesday May 20, 2020 at Granite Links (new venue). The pre-session will be the PWAC presentation promoting Public Works. A comedian will be the luncheon speaker/guest.

m. Fall S&I/Snow Plow Roadeo – Discussion regarding splitting the Fall Conference and the Snow Plow Roadeo. No dates set as yet.

n. PWX Chapter Dinner – Garro/Stinson reported that the committee is looking for a place in New Orleans for the Chapter dinner. Stinson brought up a location of a plantation for discussion as a possibility. From discussion this venue did not seem favorable.

o. PWAC – President Barrett passed around and highlighted the MMA's best practice recommendation for 2020 is to promote the Public Works Profession. He also shared the vest and prices to purchase. Discussion took place that they would be purchased in bulk and an order form would be available at the conferences. Benevento reported his committee met last week and a decision made to purchase First Responder flags from MassCor. **Fill A Public Works Truck** will be promoted soon and he urged the board to participate and pass along to neighboring communities. Hadley reported they collected 1,258 signatures and that H2317 and S1554 were approved and moved out of the Joint Committee on Public Service and forwarded to the Ways and Means Committee. There are 3 Bills H2317 and S1554 and Public employees (ie all municipal workers) S1554 adds a scholarship. H2314 adds the words "Public Works Employees" after correction officers. It is a stand alone bill from what we have gathered. This is just adding Public Works employees. Lastly, the Administrative Assistant workshop is Wednesday April 29 in Burlington. More info to follow.

p. Website and Social Media – Ciancarelli reported that all the Save the Dates for events are posted, job descriptions continue to get posted and Fill A PW Truck will be posted this month.

q. Young Professionals Report – Garro highlighted the YP event coming up next week at the Directors monthly breakfast and that Marinaccio is developing a YP event plan that he will present to the Board at the next meeting.

r. Professional Development and Knowledge Management – No report.

s. Diversity Committee – Barrett reported that he will add some YP's to the committee.

t. Mechanics Workshop – No report.

u. Past Presidents Advisory Council – Daring reported the committee recommended Bob Dexter for the vacant RI Board position. Daring introduced Bob and highlighted his background and involvement in Public Works.

v. Scholarship Committee – Severance opened by requesting a discussion on the number and cash amount of scholarships given out and the possibility of a separate scholarship for current employees wanting to further their education or currently taking classes. Perry brought up offering a scholarship that would help boost participation in the Public Works Institute at Norwich. Barrett asked the committee come back with a recommendation regarding the number of scholarships and amounts. Connors requested that the chapter have two different checking accounts for scholarships.

w. Spring Conference – Webb reported the conference will be held April 9th at Rentschler Field. He said committee is working on budget and will recommend ticket price and seek approval at the next meeting.

x. Holiday Board Meeting – Stinson reported that it will take place in Portsmouth, NH where previous holiday meetings have taken place. Stinson/Collins and Perry will be working on the details.

y. Approval of Consent Items. Above consent items approved on a motion by Benevento/Mattscheck.

4. Action on items removed from the Consent Agenda

5. Other Business and Correspondence

a. 2020 Committees

b. Review of Travel Policy and Event Financial reports. Barrett urged anyone traveling to read the policy.

c. May EC Board Meeting date to be discussed at next meeting. Barrett requested the meetings taking place at O'Connor's be moved to 12:00 noon during his year as president due to a work conflict.

d. a motion put forward for Bob Dexter. Benevento swore in Dexter as a new Board member.

6. Adjournment

There being no further business, meeting was adjourned on a motion by Severance/Garro.

Respectfully submitted,

Julie Piacentini

(filling in for Jaqui Connors, Secretary-Treasurer)