

**New England Chapter APWA
Minutes of the January 19, 2022
Executive Committee Meeting
Zoom Conference Call – 11:00 AM**

1. **Call to order EC Board Meeting:** Meeting was called to order by President Mattscheck. Roll was called. Guests/Committee Chairs included Christine King 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:** December 4, 2021 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 from Sponsors and still rolling in from the Holiday event.
 - c. **Finance Committee:** Bechard to schedule a meeting with Roy. Connors reminded all to get their budgets into the Finance Committee.
 - d. **Delegate's Report:** Benevento reported that the meeting in Kansas City has been cancelled for February. He's waiting to hear if they will hold a virtual meeting. Gary Losier, Region 1 Director is looking for a few people willing to assist as they prepare next year's APWA Board elections. It's recommended that two individuals from this region be considered for appointment to the National Nominating Committee. Benevento wants anyone interested to reach out to him and President Mattscheck.
 - e. **Education:** Shea welcomed Dave Field from the Town of Easton, MA as a new Co-Chair for the Education Committee. Bob Goober is remaining on the Education Committee. Shea extended their sincere appreciation for all his hard work as the Chair of the Committee for so many years. The Call for Presentations was successful, received 25 abstracts and they have been summarized and distributed to the education committee members and the Chairs of each of the 2022 conferences. The Education Committee is holding their meeting on January 26th to make the selections for each of the conferences and will have a slate to present to the Executive Committee for approval at the February meeting. The Education Committee submitted their 2022 representatives to the New England Chapter Connects planning subcommittee. Those individuals will work with the representatives from PWAC to help develop the topics and speakers for the Six (6) NE Chapter Connects sessions for 2022. Shea ended by sharing their excitement for a great year of education opportunities in 2022.
 - f. **Awards:** Benevento reported that they met January 4th and are underway with 15 identified and an additional 9, just waiting for more information. An email went out last night with 41 days remaining to submit. Benevento requested Mattscheck to send over a jpeg of his signature.
 - g. **Membership:** Roy shared that we have 955 active members. He will plan a committee meeting within 4-6 weeks.
 - h. **PWAC:** Benevento reported NE Connects March session is coming up. Committee will be working on media goals. Hadley mentioned that the Admin Workshop and appreciate lunch is coming back. It will be held on April 27th. This is a great program that's well attended. The cost will be \$50 pp. If for some reason we can't hold this in person (COVID), we will have a tentative date in September after confirming with the speaker. Connors to send Otero the information to post on Constant Contact. Connors updated the website with a couple save the dates. Benevento spoke about the task force to wrap up PWX and report to go to National. He also spoke about our fallen comrades, we've helped Chicago and Louisiana, we're really making this a National thing.
 - i. **Sponsors:** Leger said that all sponsor letters went out after the first of the year. All checks will be sent to Connors. The Vermont event was mistakenly left off the sponsorship form (a la carte). Hoping to provide sponsorship opportunities in the near future.
 - j. **Government Affairs:** Bechard brought up that MA and other states were released. He's looking to RI and CT for any updates they received from the Federal Highway. Blomquist spoke about getting something out about the National Infrastructure/Job Act to our members. It's not fully funded yet, water section to jumpstart and the remaining proposed budget is working through Congress. Resolution expires Feb. 18th, could be another Government shutdown if they don't extend. Yanulis brought up that the money used year to year has to be authorized annually. Midterm elections could affect that Bill being funded.

- k. **Scholarship/Charity:** Schaeffler would like an email blast to go out stating they have 3 scholarships to offer. As of today, only 1 application has been submitted. Otero to send out announcement/blast through Constant Contact.
- l. **Newsletter:** Myers to schedule a committee meeting next month or so and solicit content from the membership via constant contact. The next newsletter comes out Spring/Summer. Weissberg said he would send Meyers an article.
- m. **Website and Social Media:** Ciancarelli has been updating the website with Otero by adding the Chapter news, updating our 2022 Committee List and Board of Directors, and posting our Meeting and Events to our webpage.
- n. **Young Professionals Report:** No Report
- o. **Professional Development & Knowledge MGMT:** Lawlor reported that they're looking forward to presenting their roles and responsibility goals to the Board.
- p. **Diversity, Equality, and Inclusion Committee:** No Report
- q. **Past President Advisory Council:** Garro and Barrett are working on revising the Bylaws. Right now, there's 5 or 6 modifications they think should be made. This will be wrapped up at their March meeting.
- r. **Mechanics Workshop:** No Report
- s. **Spring Conference:** Roy hopes we can still hold this conference in person this year. The committee had a very productive meeting Jan. 18th. Roy and Webb will make sure to stay on top of the COVID requirements both with Rentschler and UConn. Shea will also keep us updated on any news regarding restrictions. Mattscheck mentioned that he hopes the Spring Conference can be held this year and looks forward to it.
- t. **VMESFD:** Schaeffler reported that the committee met on Jan. 18th. The budget was submitted to the Finance and the Executive Committee. Everything is going in the right direction. Blodgett will be reaching out to Mattscheck to develop a digital version of the course. Schaeffler will email the hotel information to the Executive Committee.
- u. **NPWW/MOTY Awards Luncheon:** Connors received the contract, we're all set. There are thoughts about holding a morning session with the Admin Workshop Presenter. This event is only a week after the Vermont event.
- v. **Summer Conference:** King reported that they will hold a meeting to pin details down for June 15-17, 2022, and another for alternate locations for next year, 2023. King has already reached out to a couple potential locations. One location has already submitted an informational package. There are 7 or 8 other locations she's reviewing at this time; a lot goes into planning a 3-day event. Connors mentioned that a gentleman reached out to her from the 1620 House in Plymouth. She will forward his information to King for further research.
- w. **PWX Chapter Dinner Charlotte, NC:** Meyers reported the 2nd committee meeting is scheduled for Feb. 10th; boots on the ground dates are blocked out for March 15-17th. The Marriott across the street looks like the winner.
- x. **Fall/Snow & Ice Conference/Snow Plow Rodeo:** Mattscheck said this is moving along. MA Highway is moving their event, we might move to that venue. Dexter reported they're making progress and in talks with Dave, Tim, and Mattscheck.
- y. **Sustainability:** Weissberg reported that the survey will go out in the next couple weeks. There were limitations with the free version of Survey Monkey. He has a meeting with Courtney Lindberg coming up and will go over the responses.
- z. **Holiday Executive Committee Board Meeting:** Garro said they're close to selecting a venue. The event is on December 3rd this year.

4. Approval of Consent Items

Above Consent Items were approved on a motion by Benevento/Hadley.

5. Action on Items Removed from the Consent Agenda

6. Other Business and Correspondence

Swearing-in of Directors: The installation of any directors who were not present at the December 2021 meeting were sworn-in by Benevento before moving onto the Consent Agenda. President Mattscheck and the entire EC Board applauded the directors and welcomed them into their new roles.

National Nominating Committee Volunteers: Mattscheck and Benevento both spoke about looking for volunteers, please reach out to them if you're interested.

Fallen Heroes Memorial: Barrett added he spent some time with Director Gulliver of MA DOT Highway Division. They spoke about the gorgeous new facility at MA DOT District 3 Headquarters in Worcester. It would be a good spot for Fallen Heroes Memorial for the NE states. This would take a lot of money and fundraising involved. Benevento mentioned that the PWAC has been also speaking about this.

7. Adjournment

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

Respectfully submitted,

Molly Otero
Chapter Administrator