

**New England Chapter APWA
Minutes of the July 21, 2021
Executive Committee Meeting
Zoom Conference Call – 1:00 p.m.**

1. Call to Order – Meeting was called to order by President Garro. Roll was called. Guests/Committee Co-Chairs included Nason/King.

2. Concerns, etc. – None.

3. Consent Agenda.

a. Approval of minutes – June 16, 2021 minutes were reviewed and approved.

b. Treasurer Report – Connors said very little activity all monthly bills were paid. Starting to receive payments for Fall Conference registrations.

c. Finance Committee – Mattscheck reported they had a meeting and the discussed changes were made to the Fiscal '22 budget to be submitted to National. \$1000 would be carried over for the printing of the newsletter. No budget set up yet for the event scheduled in VT.

d. Delegate's Report – Benevento reported they had a Council of Chapters meeting yesterday and the big question is, "Is PWX still on, due to the rise in Covid?" Everything is still a go with certain protocols. Garro asked if there would be periodic updates and was told yes. The he asked if proof of vaccination was required and was told no, but you need to wear a mask. Benevento continued that some people can't go like the state of North Carolina. They have no approval to travel. Yanulis asked what does this do to the Chapter dinner and Garro said it will be discussed. Council of Chapters is now planning to have a meeting in 12 separate rooms and there will be no awards ceremony.

e. Education – Goober said he had no report or update. Benevento added that there were only 55 registered so far and that even Board members are not attending.

f. Awards – Benevento reported the Committee selected Chapter Awards and sent a recommendation to the PPC. He said the Distinguished Service Award is confidential. He then talked about the NEAPWA Awards Gala scheduled for October at 28th the Union Station in Worcester. Cost is less and the food is good. Cocktails will be from 5-6:00 p.m. and dinner at 7:00 p.m. with parking costing \$1.00. Need EC Board approval for a \$500 deposit. There are still a few vacant awards. (i.e., First Responder, {there can be more than one}, Young Leader) and the PACE Award if won, will be our 21st win. He gave a "well done" to BETA and thanked Marinaccio for all his help.

g. Membership – No report.

h. PWAC – Benevento said last weeks scheduled meeting was cancelled. They continue to go over Strategic Goals and support other committees.

i. Sponsors – Yanulis had no report, but mentioned the golf had been set up for the Fall Conference.

j. Government Affairs- Riccio had no report. Bechard/Benevento said ECB should take a look into the *Washington Report* as well as the *Government Affairs* sent from Andrea Eales.

k. Scholarship Committee – Schaeffler reported the sub-committees were reviewing the criteria adjustments, including the info release date, and once approved by the Committee they will send to the EC Board.

l. Newsletter – Myers said not a lot to report. They extended the deadline for sponsor info and working with Benevento re: awards. Benevento asked what are you accepting for content from sponsors? Yanulis said it should not be an ad. Should be new hires, awards, projects, yada, yada, yada. Re: PWX Myers said from the Committee's perspective there was no report. Garro added it as not a favorable contract and they red-lined

issues in the contract and reached out to the venue re: same. Hoping to hear back soon. Benevento said they dropped the number of guests from 100 to 70 but felt it should be dropped to 50. Riccio agreed.

m. Website and Social Media – No report. Connors said waiting for a meeting re: new website.

n. Young Professionals Report – Garro reported for Marinaccio. No report .

o. Professional Development and Knowledge Management – Lawlor said no report.

p. Diversity Committee – No report

q. Past Presidents Advisory Council – Past President’s Committee met with Pres. Garro re: the Admin. Asst. position. There were 100 applicants and after the elimination process there were two candidates to be interviewed. Barrett said one was Amy Petrone who works for the CT Professional Engineers and was very capable. The second was Molly Otero, who works for VHB and is known and been utilized by EC Board members working on past Chapter events. After the interviews, it was a hard decision but Barrett asked for approval to move forward and offer the position to Molly Otero. Daring, recused himself from the deliberations and Barrett checked with Daring and VHB who had no conflict or concerns. Yanulis asked if she still worked for VHB and was told, yes, she will work part time for VHB and the Chapter. Webb said originally, it was narrowed to 14, and when called some of them had moved on. He said what helps with Molly is that she has already worked on presentations and with National re: CEU’s.

r. Mechanics Workshop – No report.

s. Spring Conference – Webb said no report.

t. NPWW/MOTY Awards Luncheon - Connors said no report.

u. Summer Conference – Nason said menu is set, registration is open and golf is approved. More details to come.

v. PWX Chapter Dinner – *See previous info under (l.) newsletter.*

w. Fall S&I/Snowplow Roadeo – Mattscheck said they are all set with the venue at the Boxborough Regency in Boxborough on August 18th. Right now, working on names of teams from the NE States. He said the August monthly EC Board meeting will also be held that day as well as a virtual zoom connection. Garro asked that lunch arrangements be made. He also said he had bought new equipment for hybrid meetings for the Chapter to use. Connors asked cost (\$150.00) and for Garro to send her the receipts for reimbursement.

x. Holiday Board Meeting – Garro said no report. Committee keeping an eye on any Covid restrictions.

Approval of Consent Items.

Above consent items were approved on a motion by Bechard/Webb

4. Action on items removed from the Consent Agenda.

A motion was made by Webb/Westerling and approved for a deposit of \$500 for the NEAPWA Awards Gala Dinner at Union Station Worcester on October 28th, 2021.

A motion was made by Barrett/Webb and approved to accept the Past Presidents Committee’s recommendation to the EC Board to hire Molly Otero as a finalist and the person to become the NEC Administrative Assistant.

- Yanulis stated that he thought this could be raising a red flag with regard to sponsors. People will see a conflict. Webb said the job was advertised and discussed for over a year and was not restricted to anybody, and we have many sponsors on the Board who did not object. We went through a lot of work and people had an opportunity to put their two cents in and did not. Westerling then asked, “what sort of conflict? Inside info.” Yanulis said it was the appearance.

A final vote was taken and approved to hire Molly Otero. Yanulis abstained.

5. Other Business and Correspondence

- ❖ Update on VT Municipal Highway Association – Schaeffler reported she had a meeting on June 30 in VT with Art Baker, Merson, Debbie from VT Munic. Assoc. and all are willing to help. She gave a brief summary of expenses from 2019. Below are the approx. costs to run this event.

• Vendors foot the bill	\$30,000
• \$15/per person registration	7,050
• Venue/2-day rental	6,050
• Hats give away	3,000
• Awards	500

Scheduled event for May 11th - no deposit necessary and the bill will be sent 30 days after event. Usually seventy (70) vendors attend and there were 471 registered in 2019.. She has already reached out to them and received good feedback. Zack will assist costs and copies of minutes, etc., and Garro said Dave Capelle has offered his assistance. Of the \$100,000 left after the dissolution of the event, the money was given to the VT Technical College.

6. Adjournment

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

Respectfully submitted,

Jaqui Connors
Secretary-Treasurer