

**New England Chapter APWA**  
**Minutes of the Executive Committee Meeting – June 17th, 2020**  
**Zoom Conference Call**  
**12:30 p.m.**

**1. Call to Order** – The meeting was called to order by President Barrett. Roll was called. Guests included King, Marssette and Whitehouse.

**2. Concerns, etc.** – Benevento said under PWAC, the billboards were not MassDOT, but where in the City of Peabody. Connors will make the change.

**3. Consent Agenda.**

**a. Approval of minutes** – May 20th, 2020 minutes were reviewed and approved.

**b. Treasurer Report** – Connors had nothing to report as there has been no substantial activity to the accounts.

**c. Finance Committee** – Garro reported Committee had a great meeting for about three hours. Went through every item on Connors' budget sheet. Committee now has a draft budget to review and finalize at a wrap-up meeting prior to submitting for Board approval.

**d. Delegate's Report** – Benevento reported the Steering Committee has meeting coming up and are working on a plan. Council of Chapters to provide more support to the Chapters and their summer meeting is still up in the air.

**e. Education** – Goober hoping to encourage some discussion re: cancelled presentations. There are a number of presentations sitting in the can and would like to maybe do something virtually. Concept was to consider a meeting once a month for approximately 45 minutes to an hour and do it as a service through the website. Benevento mentioned that the PWAC had a Zoom meeting and their idea was to keep Public Works front and center by engaging the membership. Concern is out of site, out of mind. Piacentini asked if CEU's would be offered. Need to check with National. Hadley mentioned having something for members to focus on every month, but who would be the contact and who would set it up. Benevento said Marssette forwarded the Call for Presentations but he deferred to the Program Committee as to what topics would be of interest. Daring mentioned reaching out to the presenters re: their availability and/or interest. Yanulis said it could be a great opportunity for state and regional input. It was recommended to send out a Survey Monkey re: people's interests in Covid, PW operations or both. Goober said the consensus is to hold one a month with the Education Committee working with the PWAC. Marssette was identified as the liaison between both committees and Mike Nelson.

**f. Awards** – Benevento said Pace Award was submitted and thanked BETA for putting it all together. All Chapter winners have been notified but how do we officially award them. It was suggested maybe get out a press release in individual newspapers as well as posting on the website, Facebook and Twitter. More to come.

**g. Membership** – Roy said meeting is scheduled for the end of the month. He is wondering how do we maintain our membership? Could have financial issues. Committee will come up with a game plan to build membership numbers.

**h. Sponsors** – Leger sent memo to Garro.

**i. Newsletter** – Myers reported they are in good shape. About 90% complete. They will showcase the 2020 Award winners. Based on the new Project Profile feature for the sponsors, they received about a dozen submittals. Should be ready to go around the 4<sup>th</sup> of July. He then asked permission of the Board to

distribute the *Chatter* electronically. With everyone working and meeting virtually from home, no one is in the office to receive and/or read the *Chatter*. Garro said it would be more cost effective and give the Committee more flex to do what they want, possibly more graphics. Board vote will be taken under #4 – Items Removed.

**j. Government Affairs** – Whitehouse said no report but Chapter 90 is the conversation of the day. Severance told her to call him to talk about National. She also mentioned MassDot was giving money to communities for dining in parking lots.

**k. Summer Conference** – King reported imported National’s comments into the 2021 contract. Red Jacket was ok with the additions. Will forward contract to President for signature.

**l. NPWWL – Connors/Piacentini** – Connors reported nothing new. All set for next year. The original deposit for the 2020 cancelled luncheon has been applied to the 2021 luncheon date.

**m. Fall S&I/Snow Plow Roadeo** – Mattscheck said nothing new to report. Waiting on Covid instructions. Could vary state to state.

**n. PWX Chapter Dinner** – Connors mentioned \$3500 deposit from B.B. King’s has not yet ben credited to VISA. Stinson contacted them and was told it should be credited in a couple of weeks.

**o. PWAC** – Piacentini said much of the meeting was already covered by previous committee reports.

**p. Website and Social Media** – Ciancarelli said all job requests werereposted and he has kept up with everyone’s requests.

**q. Young Professionals Report** – No report.

**r. Professional Development and Knowledge Management** – Blomquist reported Phase I is wrapping up. They are looking for between 12-15 new students for the next semester. Would like to look forward to using the school for the NE scholarships. Need to look at long term relationships. Would like to establish a sub-committee.

**s. Diversity Committee** – Whitehouse said no report.

**t. Mechanics Workshop** – No report, but Mattscheck suggested doing an education session via Zoom with possible vendor participation. Subject being sweeping or something similar for blue collar workers.

**u. Past Presidents Advisory Council** – Daring said Committee met and initiated a review of the By-Laws. Last update was three years ago. They have a radical plan for a meeting with S/T Connors to discuss the Sec’y.-Treas. position. Will make a recommendation within the next couple of weeks.

**v. Scholarship Committee** – Severance said everything was covered in the May minutes. He would like to form a sub-committee to examine offering more scholarships as well as potential scholarships for training. Schaeffler will set up a Committee meeting before July EC Board Meeting.

**w. Spring Conference** – No report.

**x. Holiday Board Meeting** – Stinson said \$500 deposit was made to the Sheraton Portsmouth. Date is set for Saturday, December 5th. Hotel accommodations have been made with rooms reserved for Friday and Saturday night.

**y. Approval of Consent Items.**

Above consent items were approved on a motion by Hadley/Mattscheck.

#### **4. Action on items removed from the Consent Agenda**

- A *motion* was made by Perry/Yanulis and approved to move the Chatter
- A *motion* was made by Daring/Schaeffler and approved to make a \$500 donation to a Food Bank in each of the Chapter's states.

#### **5. Other Business and Correspondence**

#### **6. Adjournment**

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

Respectfully submitted,

Jaqui Connors  
Secretary-Treasurer