

**New England Chapter APWA
Minutes of the October 6, 2021
Membership Meeting & Executive Committee Meeting
Red Jacket Beach Resort, Yarmouth, MA/Zoom Conference Call - 9:00 a.m.**

1. **Call to order Membership Meeting (9:00 a.m.):** Meeting was called to order by President Garro. Nominations for 2022 Officers and Board of Directors (Garro read the 2022 Slate of Officers). A motion was made by Garro/Lawlor and approved.
2. **Call to order EC Board Meeting (9:30 a.m.):** Meeting was called to order by President Garro. Roll was called. Guests/Committee Chairs included Mary Joyce Ivers. Garro welcomed and thanked Mary Joyce Ivers for attending and congratulated Lisa Schaeffler again for receiving the Member of the Year Award.
3. **Concerns, etc.:** None
4. **Consent Agenda:** *These items will be acted together at their conclusion by a single vote*
 - a. **Approval of Minutes:** September 15, 2021 minutes were reviewed and approved.
 - b. **Treasurer Report:** Connors reported we're doing good, sent out finance report and placed copies on the tables. Cutting checks for the fall conference. Financial software, QuickBooks is going well.
 - c. **Finance Committee:** Mattscheck reported the budget is set. Working on Laptop for Otero.
 - d. **Delegate's Report:** Benevento is receiving info from PWX Steering Committee. There's a Council of Chapters meeting coming up. PWX new ideas from tasks force.
 - e. **Education:** Goober had nothing new to report. Garro commented that the committee does a great job. Goober said the committee is a good team, well put together.
 - f. **Awards:** Benevento spoke about the Award Luncheon taking place on October 28, 2021, 11 a.m. - noon reception, noon lunch begins. There will be a media blast after the event to celebrate the great works of the Public Work employees. Awards winners, Board, and Sponsors are allowed one guest. There are 30 (22 crystal shields) awards to give out. Looking at 125-130 people in attendance. Tables will be set up with 8 guests to a table. Indoor venue, at Union Station. Will check on restrictions closer to the event. Looking to hire a photographer and take award winners pictures outside if possible. Bechard thought to record the award winner's intros to cut speaking time at the event. The conversations ensued.
 - g. **Membership:** Roy reported that we have 944 members. Looking into our standing/lapsed members, found a few participants but not members. Roy will be reaching out to encourage them to become members. Western NE branch, waiting on bylaws from FL. There are 10-11 branches.
 - h. **PWAC:** Benevento mentioned there's a meeting October 13th at 11 a.m. to talk new initiatives (Joint PWAC, Education Committee, New England Chapter Connects). New England Chapter Connects meets every other month, 4th Thursday for an hour. November Winter Operations Sessions – Jack B. on panel. This will be a week early due to Thanksgiving. Good responses from a Google Poll they sent out. Garro thanked the committee for the masks and hand sanitizers for the Fall Conference.
 - i. **Sponsors:** Yanulis not present. Garro reported that Cape Cod Brite Lights will receive a check in the amount of \$1,740.00 (proceeds from the raffle held Monday night at the Fall Conference).
 - j. **Government Affairs:** Bechard reported that the Infrastructure Bill is still in Congress, going back and forth on a few things. FWA furloughed for 1 day. There was resolution over the weekend, they were back on Monday. 30 days to resolution which would be November 1st. Garro is investigating a MassWorks type of program in RI. Mattscheck mentioned RI's size and would like to mirror parts of MassWorks.
 - k. **Scholarship/Charity:** Severance is reviewing the scholarship applications that will be up on the Chapter website November 1st. Would like to see more applications, get the word out. Garro said this is going in the right direction, great job.
 - l. **Newsletter:** Myers reported that the newsletter will be out the week of October 11th.
 - m. **Website and Social Media:** Piacentini requested that any photos taken at the Fall Conference be sent to Sean/Mike. Otero took the photos of the award winners and will send them over. Benevento brought up hiring a photographer for events. Whitehouse would like to see a gallery on our website. Would be nice for new members to see all of our prior events.
 - n. **Young Professionals Report:** Marinaccio reported there is a Stormwater Project Crawl, Broadway Streetscape happening in Newport, RI in October. We will join with ASCE at the Malt on Broadway,

Providence, RI for a Toys for Tots event in December. If you bring in a toy you get a drink ticket. The team is also looking at their goals for 2022.

- o. Professional Development & Knowledge MGMT:** Lawlor has no report at this time.
- p. Diversity Committee:** Whitehouse mentioned that after the National meeting our Committee should be renamed as Diversity, Equity, and Inclusion Committee.
- q. Past President Advisory Council:** Barrett has no report.
- r. Mechanics Workshop:** Mattscheck has no report.
- s. Spring Conference:** Roy said we're on track for April. Nothing else to report.
- t. VMHAESFD:** Schaeffler held a meeting Tuesday, October 5th. Harry could not make this meeting. Steve and Dave shared what worked for them and had great ideas for the *Vermont Municipal Highway Association Equipment Show and Field Day* which is on May 11, 2022 (a week before PW Luncheon). This event will be added to the sponsorship form for 2022. Harry has a utility trailer that isn't registered. Blodgett, City of Montpelier will store it. Blodgett will register and insure it shouldn't be more than \$250.00 and would like the Chapter to cover this expense.
- u. NPWW/MOTY Awards Luncheon:** Connors said it's good to go, Granite Links Golf Club, Quincy, MA.
- v. Fall (Summer Conference):** Nason shared that we had a great conference. We learned, laughed and had a great time. Summer Conference will be right around the corner, 8 months away. King and Nason will meet post event to plan 2022. Nason will review the invoice before payment is made to the Red Jacket.
- w. PWX Chapter Dinner:** Change title on next Agenda to PWX Charlotte. Myers first meeting will be November 1, 2021 and plans to go out there March 2022.
- x. Fall/Snow & Ice Conference/Snow Plow Rodeo:** Mattscheck will hold a meeting for 2022 based on 2021. Would like to split up the locations, having the Conference in one location and the Rodeo in another (parking lot), this plan will save money as we would only need to cover food and trophies. The timing of these events (Fall/Snow & Ice Conference and Snow Plow Rodeo) will be worked out by March 2021. The EC board meeting will be held during the Conference. Goober stated there will be a new call for presentations. We all harvest from the Education Committee's call for presentations.
- y. Holiday Executive Committee Board Meeting:** Stinson let us know that we are all set for December 4th, 2021. It's time to book our rooms (deadline 10/20/21), \$159.00 a night. The Agenda will change, speaking with Jason. There will be no Salt Ship Tour. Marinaccio is working on the YP event. We'll have our EC Board meeting, cocktails, tree lighting and parade, Swearing-in of the new Board, then dinner and entertainment. The cap is 100 for the room with no restrictions at this time. Stinson is reviewing the price that will be set. An email will go out to the Board and Sponsors with the ticket info.
- z. Approval of Consent Items**
Above Consent items were approved on a motion by Benevento/Mattscheck.

5. Action on Items Removed from the Consent Agenda

- A motion was made by Benevento/Mattscheck and approved to rename the Diversity Committee to Diversity, Equity, and Inclusion Committee.
- A motion was made by Bechard/Benevento and approved to cover the cost to register and insure the trailer that the City of Montpelier will store.

6. Other Business and Correspondence

Stinson spoke about the APWA Foundation (see attached).

7. Adjournment

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

Respectfully submitted,

Molly Otero
Chapter Administrator