

**New England Chapter APWA**  
**Minutes of the Executive Committee Meeting**  
**September 21, 2022**  
**Zoom Conference Call**

1. **Call to order EC Board Meeting:** Meeting called to order by NEC President Mattscheck. Roll called by Connors. Guests/Committee Chairs included David Field 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:** August 30, 2022, minutes were reviewed and approved.
  - b) **Treasurer Report:** Connors reported that we're still working on Fiscal 2022 end of the year finances with National. Checks are still rolling in from past events.
  - c) **Finance Committee:** Bechard reported there will be an Audit meeting on Monday, September 26<sup>th</sup>.
  - d) **Delegate's Report:** Westerling reported that there was a Steering Committee meeting on September 15<sup>th</sup>. They spoke about class support for Chapters, communications to meet Chapter needs, and succession planning. Those are things that may or may not result in a focus group but those are things that the Steering Committee is working on to be able to advise the Board of Directors. He mentioned that he forwarded an email this morning from National about Chapter Leader Training. These training sessions will be the 2<sup>nd</sup> Monday of every month from 1-2 PM. The next one will be October 10<sup>th</sup> covering awards for Chapters, locating award program resources, explaining how the flow of award cycles occur for both Chapters and National, and creating/refining the Chapter award program. The New England Chapter does an outstanding job with awards, great Awards Committee. This meeting on October 10<sup>th</sup> still might prove helpful for folks. Benevento congratulated John Westerling on his new role and said that he is doing a great job already. Benevento also mentioned that we need to identify an Advocate. There are 7 or 8 out of the 62 Chapters that still have not identified an Advocate. They want 100% participation.
  - e) **Education:** Shea reported their next meeting is scheduled for October 4<sup>th</sup>. Any topics that the Board would like them to cover concerning the Call for Presentations for next year, please touch base with Donna Shea. She thanked John Westerling as he will be joining them on the October 4<sup>th</sup> meeting, Shea believes it will be a really great conversation. Shea gave a shout out to Tom Modzelewski from the Town of Ellington, CT. He has really taken the lead in our subcommittee that's been developing the NEC Connects. Tom Modzelewski and Pat Yeo have been doing amazing work. They have 3 more Chapter Connects that they are collaborating with PWAC on. September's Connects was rescheduled to October because of the Expo. In November, Kenya Rutland who is an amazing motivational speaker will be coming to speak to the community. Right after this meeting today everyone will receive an email from Shea with two questions that Kenya wanted the Board to answer, one was *what's keeping you up at night* and also *what is the overall theme or message we'd like him have our guests walk away with*. December's Chapter Connects will be a fantastic drone panel. January, February, and March we are looking at human resources type issues, facilities and grounds, and electrification of equipment and vehicles.
  - f) **Awards:** Benevento reported that we are short on Projects of the Year submissions. Their next meeting will be late November, early December.
  - g) **Membership:** Roy reported about new initiatives; we're looking at whether we should have sponsorships to bring new people in. More to come in the future.
  - h) **PWAC:** Piacentini reported their last meeting was cancelled. Benevento already talked about NEC Connects. Hadley mentioned they are waiting for the legislative sessions to start. Disappointed that the Survivors Benefit Bill didn't get passed in the budget. Bereavement sub-committee will meet in the next couple months to strategize how to move forward to get this Bill passed. Benevento reported a reach out from National, they want to discuss what we are doing in New England and taking that to National initiative. Marilee Enus is working on getting articles published in APWA Reporter. We have a regular column in The Reporter. They are looking for articles and looking for success stories.
  - i) **Sponsors:** Leger reported the Sponsor recognition went over well at PWX; everyone was happy about that. He's been working on the sponsorship letters for 2023 with Otero. Benevento asked if sponsors could attend the committee meetings. Leger replied that all sponsors are invited to their meetings. The next meeting should be scheduled this fall.
  - j) **Government Affairs:** No report.
  - k) **Scholarship/Charity:** Severance reported they will have a meeting soon. They will be discussing a few issues to move forward. Connors mentioned that one of the PWX scholarship winners did not attend

(\$3,000.00 sponsorship hanging out there) and wants to be considered for next year. There was no communication before the event. Mattscheck said the committee needs to speak about that and then bring it back to the Board.

- l) **Newsletter:** Mattscheck reported for Myers; they need content for the next addition. Benevento said we never got out the awards addition, we should add that to the next one.
- m) **Website and Social Media:** Ciancarelli reported he's keeping up with the job postings.
- n) **Young Professionals Report:** No report.
- o) **Professional Development & Knowledge MGMT:** Lawlor had an opportunity to meet with National PD Committee at Expo, they are structured differently. He's proposing we review how they structure their committee and structure ours in the same manner.
- p) **Diversity, Equality, and Inclusion Committee:** No report.
- q) **Past President Advisory Council:** Garro reported they met a couple times recently. They are updating the Slate of Officers and it will be ready to report during our October meeting. They're really happy with where we are at.
- r) **Mechanics Workshop:** No report
- s) **Spring Conference:** Roy said the committee is looking at different locations for 2023. One location considered is the Sheraton at the airport. Parking might be an issue there. Another thought was to check out the Marriott in Windsor. They have remodeled since the last time we were there. More to come.
- t) **VMESFD Schaeffler** reported they had a meeting Monday. They will send a save the date for the event in January. Application from vendors will be due in March and the application from municipalities in April. She asked if their event was added to the Sponsorship Form for 2023. Mattscheck said to speak to Leger about that. Yanulis requested that Schaeffler email Leger and himself about adding the Vermont event to the sponsorship forms.
- u) **NPWW/MOTY Awards Luncheon:** Connors reported that she is working on finding a speaker.
- v) **Summer Conference:** No report.
- w) **PWX Chapter Dinner San Diego:** Myers and Field are at the Expo, Mattscheck reported that their committee will be meeting on 10/20 and 11/17 with a recon trip 12/5 to San Diego. Ciancarelli mentioned he is there for any questions. Mulleavey said that PWX Chapter Dinner was enjoyable, fun, and unique. Mattscheck said it appeared to him that everyone was having a very good time. Bechard said their team did a great job, great interaction at this event. Benevento wants to keep in mind that the tradition has been to invite Region 1 and 2 to our event. We had both this year, something to think of when thinking of numbers in the planning stages as they are interested in joining us again.
- x) **Fall Conference:** Bechard reported there's a site visit 9/22 and will go over final details. Contract approval is pending with National. Otero submitted application to offer CEUs.
- y) **Snowplow Rodeo:** No report.
- z) **Holiday Executive Committee Board Meeting:** Mattscheck reported for Dexter that their meeting is within the next few weeks. Hotel rooms will be spoken about, their prices are \$400+ a night. They will work with Otero on the agenda and flyer/handout.
- aa) **Sustainability:** No report.
- bb) **Director of Region 1:** No report.

#### 4. Approval of Consent Items

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

#### 5. Action on Items Removed from the Consent Agenda

N/A

#### 6. Other Business and Correspondence

a. CIWPG Partnership is looking to share information. There are thoughts that if we share information with one group, the floodgates will open.

b. Creating a Northwest Committee – Mattscheck wants more information about this committee. Connors brought up the Bylaws and she didn't believe we needed to vote on there being a new committee. Garro

brought up that this was part of the strategic planning, they went with a committee instead of a branch. Benevento shared that we've had problems for decades with engagement in the Northwest. Until we make more effort there is no sense in having a branch at this time. The branch would need its own treasurer and Board. He wants to see this committee come together to support that area and increase membership. Roy added that they have different needs, and our goal is to get more people involved. Mattscheck assigned this committee, there is no need for a vote.

Roy brought up the Northwest Committee's first event scheduled for November 3<sup>rd</sup>. Roy is looking for a venue. Connors asked Roy to reach out to her if they require a deposit. Mattscheck requested that Otero send an email out to our membership asking for volunteers for this Northwest Committee and he will then speak with Roy and Garro. Therefore:

**A motion** was made by Yanulis/Westerling and approved, in support of this effort and move it forward.

c. Lastly, Connors asked that the Chapter cover the hotel expenses for Schaeffler and Blodgett to attend the Fall Conference on October 19<sup>th</sup>. Therefore,

**A motion** was made by Connors/Bechard and approved to cover the hotel expenses for the two VT Directors.

## **7. Adjournment**

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

Respectfully submitted,

Molly Otero  
Chapter Administrator