

**New England Chapter APWA
Minutes of the October 16, 2024, 1:15 PM
Executive Committee Meeting
Boxborough Regency Hotel and Conf. Center, MA and Zoom Conference Call**

Call to Order MEMBERSHIP Meeting: Meeting was called to order by President Roy.

- **Nominations for 2025 Officers and Board of Directors:** President Roy read the 2025 Slate of Officers
- **Vote for approval of Slate by membership:** Field made a motion, seconded by Blomquist, to accept the 2025 Slate as presented. Motion passed unanimously.
- **Any new or old business from the membership:** none
- **Motion to Adjourn:** Blomquist made a motion, seconded by Lawlor, to adjourn the membership meeting. Motion passed unanimously.

1. **Call to order EC Board Meeting:** Meeting was called to order by President Roy. Otero noted attendance. Guests/Committee Chairs included Amanda Bazinet, Brenda Codella, Nichole Davis, Joel Faria, Frank Marinaccio, Shane Mark, Kevin McCabe, Alison McMordie, Scott Salvucci, Alfredo Vargas, and Alan Viall.
2. **Concerns, etc.:** None
3. **Consent Agenda:** *These items will be acted together at their conclusion by a single vote.*
 - a. **Approval of Minutes:** September 10, 2024 minutes were reviewed.
 - b. **President's Report:** Roy expressed his gratitude to the Fall Committee for organizing an outstanding fall conference, highlighting the excellent educational sessions. He also looked forward to welcoming the new directors—Amanda Bazinet, Shane Mark, and Alison McMordie—who will be sworn in at the December meeting. Roy mentioned that National has approached us with an invitation to host the 2027 Snow Conference in Hartford, Connecticut. Field inquired about the potential fundraising requirements for the event, and Roy estimated that we would need to raise around \$40,000, as well as secure a substantial number of volunteers for the night before and the day of the event. Yanulis concurred, emphasizing the need for volunteer support leading up to and during the conference, with many likely coming from the event sponsors. Lawlor pointed out that the Snow Conference could conflict with the Spring Conference, suggesting we consider forgoing it that year—a recommendation Sopelak supported. Shane Mark shared insights from his discussions with Scott Grayson, as other potential venues are also being considered. He noted that Hartford's 2016 Snow Conference was successful, with convenient transportation options around the event location. Bazinet proposed starting a reserve fund now, to which Yanulis agreed. Mattscheck suggested including a request for donations toward the 2027 Snow Conference on every event registration form if Hartford is selected. Pinsonneault acknowledged concerns but emphasized the value of hosting a major event close to home, making it more accessible for the New England region. Blomquist agreed, and Yanulis added that other agencies could help promote the event. Weissberg asked about contract management, and Yanulis clarified that National handles this. Sopelak asked about expected attendance, and Shane Mark estimated 1,600+ participants, noting that many abstracts would be needed for National's review. He also offered to co-chair the Snow Conference Subcommittee and suggested allocating yearly sponsor contributions from the 2027 Spring Conference toward the Snow Conference. Yanulis proposed collaborating with the Maine and New York Chapters to submit abstracts and lend support, an idea that Benevento endorsed, mentioning that he and Pinsonneault had just discussed this possibility. Roy requested this topic is removed for vote to formally express our interest in hosting the 2027 Snow Conference, allowing us to initiate discussions with National.
 - c. **Treasurers Report:** Otero reported that our account has been reconciled through September 30th. The Scholarship account is nearly ready for deposit and transfer, with all digital signatures now in place to open the account.
 - d. **Finance Committee:** Schaeffler reported that the Audit Report was submitted to National ahead of the deadline.
 - e. **Delegate's Report:** Westerling was absent but submitted the report, which Roy presented on his behalf. National membership is at 31,975. October 28th is National First Responders Day. Please remember your DPW Teams on that day. The APWA Board of Directors met in Atlanta on September 6 and 11 and the summary of those meetings is attached for your review. The October 24th Click Listen and Learn discusses "Dealing with Mixed Precipitation in Winter Maintenance" and registration can be made at the apwa.org/event webpage. The November 14th Click Listen and Learn discusses "Tools to Enhance the Employee Experience" and registration can be made at the apwa.org/event webpage. The PWX 2025 Call for Presentations window closes on October 25, 2024, and proposals can be submitted at the apwa.org/event webpage. APWA debuted its "Advancing Quality of Life for All" and can be seen on APWA's YouTube channel.
 - f. **Diversity, Equity, and Inclusion:** No Report
 - g. **Past President's Advisory:** Mattscheck reported that they pulled together a successful Slate. He stated that the MA Highway Association would like our event schedule for 2025.

- h. **Snowplow Rodeo:** Dexter reported that they will meet soon to plan for 2025. He stated that East Providence ranked 5th out of 350 others at the National Snow Conference. The attendees learned a lot while out there, it was a success. Bazinet asked Dexter if he could send a little write-up that she could include in the newsletter.
- i. **Fall Conference:** Bazinet reported that she spoke with many vendors today, and they were all very pleased with the new location change from the hallway to the ballroom perimeter. This setup also benefited the presenters by reducing hallway noise.
- j. **Holiday Event:** Garro reported that Otero will send out the flyer for the room block. The room rate will be \$149 Friday and Saturday night. There will be a great food station, DJ, desserts, and will be accepting Toy 4 Tots in conjunction with the YP drive.
- k. **Awards:** Pinonnault reported that with handing out the Massachusetts state awards today concludes the State Awards for 2024. He asked that people submit applications for the Excellence in Snow and Ice Control Award before December 2nd. Benevento stated that the application and information is on the APWA website.
- l. **Sponsors:** No Report
- m. **PWAC:** No Report
- n. **Young Professionals:** Yeo announced they are excited to hold the Toys for Tots drive again this year and encouraged everyone to bring an unwrapped toy to our Holiday EC Board meeting. Blomquist inquired about engaging Young Professionals (YPs) from other states within the NE Chapter. Yeo noted that involving people from multiple states is an ongoing effort and emphasized that YPs need support from their supervisors. He acknowledged representation from every state, though it tends to be more vendor-heavy, and they are working to schedule events that don't conflict with other commitments. Plans to reinstate the YP Summit are underway to attract more YPs and revitalize the committee. Blomquist encouraged Directors to connect with YPs in their regions. Blodgett added that they are planning a same-day event across states to enhance participation. Nichole Davis suggested establishing a budget to allow a YP to attend an event free of charge if a registration is purchased from the same office. Roy supported this idea as a way to encourage more YP involvement and suggested that Nichole begin the conversation with Schaeffler and the Finance Committee.
- o. **Website:** Ciancarelli reported that National is still working on updating the membership section of the website, which still appears incomplete and inaccurate. Roy noted that many members didn't receive invoices for their expired memberships and mentioned that he had asked Westerling to investigate the issue. Benevento confirmed that membership issues persist and are not yet fully resolved. Blodgett added that he's unable to locate his past CEUs on the website, specifically those tracked by badge scans. Frank Marinaccio clarified that this information should be accessible within the next 8-10 weeks.
- p. **Newsletter:** Bazinet reported that the next Chapter Chatter is scheduled to be released in late December or early January. She mentioned that Adams will feature a DEI series in this edition and encouraged anyone with content to reach out to her. They also want to promote events like Touch a Truck to inspire youth. She will be sending a reminder to vendors for their content. Frank Marinaccio mentioned that they are always seeking content for the National Reporter, which can also be repurposed for the local Chapter Chatter afterward. Benevento encouraged the continuance of the PWAC column.
- q. **Membership:** Field reported that they will hold a meeting tomorrow (October 17, 2024). Scott Salvucci stated that he is working with Ciancarelli concerning the membership numbers and understanding the issues with National. Roy asked if we should send something out to the membership asking them to check on their status. Field replied that would be a good idea.
- r. **Program:** Codella reported that Schaeffler decided to disband this committee. Yanulis asked whether a Workforce Committee might be established, emphasizing the importance of considering it given the ongoing challenge of finding qualified people. He noted that other organizations have been successful in building strong workforces. Roy stated that a Strategic Planning meeting needs to be setup with goals and objectives.
- s. **Director of Region 1:** Benevento reported that submissions for the Excellence in Snow and Ice Control Award are due by December 2, 2024, and reminded everyone that the deadline for the 2025 PWX Call for Presentations is November 1, 2024. He also provided updates on the Workforce Development Roadmap, noting Donna Shea's active involvement with the National Workforce Committee. He highlighted the VETS Program, which supports both veterans and their spouses, and mentioned that Sudbury, MA, received accreditation this summer. Benevento encouraged members to engage with advocacy and Government Affairs and to direct any questions to Jill Willbeck. He asked anyone experiencing CEU issues to reach out to Jill and cc him on the email. He also noted that Chapter Leadership meetings are held monthly and shared that the Chapter Leadership meeting at PWX was particularly productive, although only Merson and Otero were in attendance. Additionally, he attended the Maine Chapter's Fall Meeting, where discussions about future collaboration and possibly hosting a joint event were well received.

5. **Approval of Consent Items:** Above Consent Items were approved on a motion by Lawlor/Mattscheck.

6. Action on Items Removed from the Consent Agenda:

Snow and Ice Conference 2027: A motion was made by Blomquist, Pinsonneault seconded, to move forward with our soft commitment to entertain the Snow and Ice Conference in 2027 to be held in Hartford, CT. Motion passed unanimously.

7. Other Business and Correspondence: None

8. Adjournment: There being no further business, the meeting was adjourned on a motion by Lawlor/Mattscheck.

Respectfully submitted,
Molly Otero, Secretary-Treasurer