

**New England Chapter APWA  
Minutes of January 21, 2026 - 12:00 PM  
Executive Committee Meeting  
Zoom Conference Call**

**1. Call to Order**

The meeting was called to order by President John Lawlor.

**2. Agenda Items**

**a. Opening Comments – President Lawlor**

**i. Agenda Structure:** The President reviewed expectations for board meetings, emphasizing concise discussion, written committee reports submitted in advance with anything needing a vote to provide that separately so that board members will know ahead of time, and a streamlined meeting format focused on action items and key updates. The Board discussed modifying the agenda to include a 30/60/90-day lookahead for upcoming events to avoid detailed event-level discussion during meetings.

**b. Swearing-In of New Board Members:** President Lawlor administered the oath of office to the following Board members: Chris Gallagher, Adam Yanulis, Julie Piacentini, and Bill Riccio. The swearing-in process was confirmed as a single oath affirmation without repetition.

**c. Previous Meeting Minutes – December 2025:** The December 2025 meeting minutes were reviewed.

**Motion:** Motion to accept the minutes as presented.

**Action:** Kürt Blomquist (motion), Tom Modzelewski (second), No objections. Motion passed

**d. Treasurer’s Report – December 2025 was noted on the Agenda by President Lawlor but he asked Molly Otero to report for January 2026:** Otero reported that she submitted the 1099 reporting to National on January 8, ahead of the January 15 deadline. The second deposit for the Luncheon has been made, and she continues to complete reconciliations on a monthly basis.

**Motion:** Motion to accept the Treasurer’s Report as presented.

**Action:** Tom Modzelewski (motion), Kürt Blomquist (second), No objections. Motion passed accepting the Treasurer’s Report.

**e. President’s Guidance**

**i. Instructions to Committees:** The President reiterated expectations that all committee chairs submit brief written summary reports prior to Board meetings. Reports are to include key updates, any Board action items or votes required, a 30/60/90-day lookahead, and the date of the next committee meeting. Verbal reporting during meetings should be limited to highlights and items requiring Board input.

**ii. Tasks to State Directors:** State Directors were instructed to conduct a 10% audit of membership within their respective states and report the results to the Membership Committee. There still seems to be problems with membership and the website. State Directors were spread out among the main committees.

**iii. Committee Member Assignments:** Committee chairs were asked to submit proposed committee and subcommittee member lists to the Secretary for coordination and to avoid duplication across committees.

**iv. Strategic Planning Priorities:** The President reviewed strategic planning priorities, including membership growth, committee structure alignment, leadership transition planning, and alignment with National APWA goals.

**f. Finance Committee – David Field:** The Finance Committee reported on current financial matters and presented its recommendations.

The Committee recommended approval of a contract extension for the Chapter Secretary-Treasurer through December 31, 2026, including a salary increase, for a total annual compensation of \$39,600.

**Motion:** To accept the Finance Committee report as presented. There being no discussion, the motion carried.

**Action:** Kürt Blomquist (motion), Tom Roy (second). No objections. Motion approved.

The Committee also requested approval to proceed with the Winter Maintenance Operator/Supervisor Certificate Program agreement, pending final review by National. Audio-visual costs associated with the certificate program were discussed; a quote received from the Bristol Event Center was deemed high, and further negotiations are ongoing.

**Motion:** To accept the Finance Committee report as presented. There being no discussion, the motion carried.

**Action:** Kürt Blomquist (motion), Zach Blodgett (second). No objections. Motion approved.

- g. Awards Committee – Patrick Yeo:** The Awards Committee reported on ongoing awards planning and coordination with the Governance Committee related to updates to the Chapter’s Strategic Plan. The deadline to submit to National is March 2<sup>nd</sup>. Once those awards are submitted the committee will be working on the State Awards with Connecticut and New Hampshire being first.
- h. Communications Committee – Conrad Leger:** The Communications Committee reported on sponsor communications, including registration benefits and sponsor correspondence. Website updates related to the new committee structure were discussed. The Committee is exploring outsourcing options for website and social media management, with quotes to be presented to the Finance Committee and Executive Board at a future meeting. Committee chairs were asked to provide their committee member lists to Lawlor and Otero to facilitate timely website updates. Leger thanked Sean Ciancarelli for his many years of work on the website as he transitions to the Membership Committee.
- i. Education & Professional Development – Tom Modzelewski:** The Committee reported receipt of 49 abstracts in response to the 2026 Call for Presentations. A meeting is scheduled for February 4th to distribute presentations across upcoming events, with participation from the Chapter Connects team and Events Committee Chair Amanda Bazinet. It was also reported that a survey was distributed to gather feedback on spring conference abstract selections. The Committee announced that Garrett Eucalitto, Commissioner of the Connecticut Department of Transportation, will serve as the keynote speaker for the Spring Conference. The topic will be the Fairfield Bridge but also gave him free rein to expand. Additional updates included coordination efforts with working group sub-chairs.
- j. Events Committee – Amanda Bazinet:** The Events Committee provided an update on the development of the committee framework and ongoing coordination with sub-chairs for nine working groups.
- k. Membership Committee – Scott Salvucci:** The Membership Committee reported on current initiatives, including coordination with the Young Professionals group on a membership subcommittee, distribution of updated membership lists to State Directors for audit purposes, and the development of clarification materials related to group memberships and population-based options. Lawlor reported that Weissberg is reviewing the DOT group membership to ensure it is current and accurate, as Paul Rizzo is being submitted for the National Public Works Supervisor of the Year Award. Connect 351 – The Massachusetts Municipal Association (MMA) Conference begins tomorrow and is well covered. Coverage for the New England Water Environment Association (NEWEA) booth, which opens Monday, is lighter; however, Rick Merson indicated that he is confident staffing will be sufficient. Field will run a membership report before MMA and after to see if we gained any new members.
- l. Sponsors’ Committee – Mike Nelson:** Leger reported that the Sponsors’ Committee reviewed sponsor outreach efforts and registration benefits. The Contributors Form was revised and went out last week to our sponsors. New this year, our gold and silver sponsors receive tickets to our events included with their sponsorship. Gold sponsors receive two one day tickets and silver picks 1 one day ticket. Sponsor payments were noted as due by February 20th.
- m. Governance Committee – Kürt Blomquist:** The Governance Committee provided updates on coordination related to the finalization of the Strategic Plan that is still draft. Leadership review is underway, with plans to circulate the updated Strategic Plan to the full Board following review.

### 3. Other Business & Correspondence

- The Snowplow Rodeo scheduled for July 29th–30<sup>th</sup> at the Best Western in Marlboro, MA was discussed, with emphasis on addressing insurance requirements early and improving communication to states regarding participation and requirements.
- Attendance at an upcoming joint NEWEA meeting was discussed, including potential weather-related contingencies.
- The need for regular brief coordination meetings with National APWA prior to Board meetings was discussed.

### 4. Adjournment

**Motion:** To adjourn the meeting. The meeting was adjourned on a motion by Tom Modzelewski /Julie Piantentini

**Action:** Motion approved.

Respectfully submitted,  
Molly Otero, Secretary-Treasurer