

**MUNICIPAL ALLIANCE FOR ADAPTIVE MANAGEMENT  
MEETING OF THE EXECUTIVE BOARD  
DRAFT MINUTES**

Meeting Type: **Members Meeting**  
 Meeting Location: **Rochester DPW**  
**209 Chestnut Hill Road, Rochester NH**

Meeting Date: **November 7, 2024**  
 Meeting Time: **1:00 pm**

**A quorum of Members will be in person, but for those interested in participating remotely please register at the above link.**

**1. CALL TO ORDER**

The Meeting was called to order at 1:00 p.m.

**Members:**

Town/City	Representative	Present
Dover	John Storer Community Service Director	Yes
Portsmouth	Suzanne Woodland Deputy City Manager	Yes
Rochester	Gretchen Young Deputy Director of Public Works	Yes
Exeter	Paul Vlasich Town Engineer	No
Newington	Aerial Write Plant Operator	Yes
Milton	Billy Walden Public Works Director	No
Epping	Jake Roger Town Administrator	Yes

**Non-Members:**

Tim Puls, City of Dover  
 Daniel Macadam, UNH Stormwater Center  
 Stacy Villanueva, Brown and Caldwell  
 Clifton Bell, Brown and Caldwell  
 Sally Soule, NH DES  
 Tom Swenson, NH DES  
 Jim Steinkrauss, Esq., Rath, Young and Pignatelli  
 Kalle Matso, PREP  
 Melissa Paly, CLF  
 Jamie McCarty, City of Portsmouth

**2. Approval of minutes September 26, 2024 meeting**

**Motion:** SW moved to approve meeting minutes of September 26<sup>th</sup>, 2024, second by JS.

**Vote Passed 5-0**

**3. Review CY25 MAAM budget**

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GY reviewed Brown and Caldwell proposal for \$90,093.00

**Motion:** JS moved to approve Bown and Caldwell scope as proposed, seconded by SW.

**Vote Passed 5-0**

GY reviewed PTAP proposal for \$50,000.00

**Motion:** JS moved to approve PTAP scope as proposed, seconded by SW.

**Vote Passed 3-0** (JR & AW were not remotely available at vote)

GY reviewed PTAP - Credit Reporting Modification proposal for \$35,000.00

**Motion:** SW moved to approve PTAP – Credit Reporting Modification scope as proposed, seconded by JS.

**Vote Passed 4-0** (AW was not remotely available at vote)

GY reviewed PREP proposal for \$474,081.30

**Motion:** JS moved to approve PREP proposal including a 5% contingency as proposed, seconded by SW.

**Vote Passed 4-0** (JR was not remotely available at vote)

GY shared that there is a \$8,000.78 balance from last year, bringing the total funding need for this year to \$614,173.52 as outlined in the shared funding spreadsheet for this meeting.

**4. Other business updates**

None

**5. Stake Holder Comments:**

a. **Limited to 5 minutes per speaker:** none

**6. Public Comments**

a. **Limited to 5 minutes per speaker:** none

**7. Schedule next meeting and agenda items**

a. **Proposed Meeting February 13 2025 at 1:00 pm Rochester DPW – Full meeting**

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**Focus on membership**

**8. ADJOURN**

Motion: SW moved to adjourn the meeting seconded by JS.

**Vote Passed 4-0** (JR was not remotely available at vote)

Meeting adjourned at 02:10 PM

DRAFT