



AMERICAN COUNCIL OF ENGINEERING COMPANIES
of Vermont

ACEC of VT
Board of Directors Meeting Notes / Annual Meeting
July 26, 2023
by Teams Virtual Meeting

Directors Attending:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Brian Beaudoin, <i>Sanborn Head (on phone)</i> | <input checked="" type="checkbox"/> Patricia Shedd, <i>F&O</i> |
| <input type="checkbox"/> Ken Robie, <i>D&K</i> | <input checked="" type="checkbox"/> Craig Jewett, <i>Otter Creek</i> |
| <input checked="" type="checkbox"/> Dale Gozalkowski, <i>CHA</i> | <input checked="" type="checkbox"/> Jason Booth, <i>Aldrich & Elliott</i> |
| <input checked="" type="checkbox"/> Jon Olin, <i>HTA</i> | <input checked="" type="checkbox"/> Aaron Goyette, <i>VHB</i> |
| <input checked="" type="checkbox"/> Greg Goyette, <i>Stantec</i> | |

Others Attending:

- Brendan Cosgrove, *ACEC of VT Executive Director*

Monthly Meeting:

1. Call to Order

- Greg G called the meeting to order at 2:02 pm.
- Quorum was achieved.

2. Meeting Notes

- Dale G motioned to approve June 28, 2023 Meeting Notes; Patricia S seconded. Meeting Summary approved.

ANNUAL MEETING

3. FY23 Accomplishments

- BOD Monthly Meetings – Minutes Recorded and Posted to the Website
- 6 Committees (listed out below)
 - Transportation – J. Olin Chair – Good relationship with VTrans – Qtly meetings – 8th Annual Workshop
 - Environmental – C. Jewett Chair – Regular meetings and Workshop – Liaison to DEC with permitting regulations (e.g. PFAs, 3 acre rule)
 - BGS (Special Committee by Bylaws) – Nick Thiltgen of Dubois & King Current Chair – Active committee with significant improvements over past several years – Good relationship with VT BGS Commissioner – Growing committee
 - Membership – B Cosgrove Chair - B Beaudoin working on an updated member packet. Goal to seek new members – likely this fall 2023. Currently committee of 2, goal to expand
 - Legislative Affairs – Shawn Kelly of Sanborn Head Chair – New committee members reignited energy in tracking bills. Committee has provided several updated to membership. Available for testimony when needed. AGC has reached out to work on



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the statute of repose. ACECVT to form position on this in the coming year. Looking to restart Day under the Dome

- Political Action Committee (Special Committee by Bylaws) – Shawn Kelly Chair – Continued effort to meet annual PAC Goal. Met it for 2023.

4. FY23 Financial Update

Brendan C provided the following update:

- FY23 – Exceeded Budget.
- Large success with all workshops
- \$22,269 in bank account

5. Other / Open Floor

- Question – A Goyette – How does the membership know of the Annual Meeting and how to join. No members joined this meeting
Answer – Email pushed out 30 days in advance.
- Question – B Beaudoin - Should we do more to publicize the Annual Meeting
Answer – We could tie it to an event. Perhaps the EEA Gala. Annual meeting in advance of cocktail hour. This would be in June – does that work for voting new BOD members. This way we start in July (new FY) with everything in place
- 2024 Annual Meeting to be held on same day as EEA – Motion by G Goyette, Second by B Beaudoin. All voted in favor.
- Question – Should there be an Annual agenda item to discuss big picture mission/vision, and long term goals and strategies of the BOD.
General Consensus this could be added into future Annual Meetings as a topic item.

Annual Meeting Closed – 2:34

BOD MONTHLY MEETING

6. FY24 – Budget

- Brendan shared updated Budget based on June Comments – copy provided to BOD with meeting invite
- Current Bank Account \$31,149
- Still collecting dues.
- J Olin motioned to approve the FY24 Budget, Greg G seconded. All voted in favor.

7. Committee Updates

- Transportation
Patricia Shedd (new Chair) provided the following update:
 - Met with VTrans a couple of weeks ago to discuss with Vtrans
 - Qtly meeting will have a similar focus
 - J Olin staying on as past chair to help with the transition



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- Environmental
Craig J (Committee Chair) - provided the following update:
 - Next meeting scheduled in August to work through the save the date for the workshop
 - Need to finalize the PFAS roundtable group.
 - Thursday, November 9th Workshop to be held at VHB

- Buildings and General Services
Brendan C (Nick Thiltgen Chair not present) provided the following update:
 - Chair Nick Thiltgen from D&K
 - BGS is engaged in the AGC initiative to address the statute of repose

- Membership
Brian B provided the following update:
 - Looking for new members
 - Shared working copy of the member packet. Need help with diverse types of Vermont projects.
Discussion lead with Energy and Climate, BGS. Have opportunity to make statement that ACEC is more than just transportation.
Consider Grand Award winners for other photos.
 - Discussion of who/how to reach out to firms – Brian will add the sheet to Teams
 - Brendan B requested to have BOD members review the list and add subconsultants that work in VT as well.

- Legislative
Brendan C provided the following update:
 - Nothing new beyond what's been discussed earlier in the meeting

8. Succession Planning

- Transportation Committee – See above.
- EEA Event – Aaron Guyette is willing to take over the role of championing this event. Requested this is not a solo endeavor with support from other ACECVT members
- J Olin mentioned that perhaps an ACECVT email could go out to all members asking them to submit if they have an interest in joining a committee or the BOD. We could list out the Committees and Special Committees. J Olin recommended utilizing an online form or something to centralize the data collection, but others felt it would be better to just keep it simple in email with emailed responses.

9. PAC update

Shawn Kelley (Committee Chair) – Not Present. Brendan C provided the following update:

- Total this Year \$650 (2023 Goal \$4,055)



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10. Adjournment

- Next Meeting September 27th – (No meeting in August)
- Meeting adjourned at 4:00 pm.

Meeting Summary submitted by:

Jon Olin, P.E.

Secretary, ACEC of VT