Northeast Bridge Preservation Partnership

Rocky Hill Marriott – Hartford, Connecticut
September 28 – 30, 2010

2010 Business Meeting Minutes

Thursday, September 30, 2010

The organizational business meeting of the Northeast Bridge Preservation Partnership began at 10:30 am with Northeast Bridge Preservation Partnership (NEBPP) Steering Committee Chair, Pete Weykamp (NYS DOT) presiding. Mr. Weykamp requested a motion to be appointed as Acting Chair for the business meeting. The motion was made by Julie Georges (Connecticut DOT) and seconded by John Buxton (Maine DOT). The motion passed unanimously, and Pete Weykamp was appointed Acting Chair for the meeting.

NEBPP Bylaws

The first order of business was to adopt the NEBPP Bylaws, which had been electronically mailed to the attendees prior to the meeting and distributed within the meeting packets. Since there were no comments or concerns once the final draft was revised, Pete Weykamp (NYS DOT) moved to adopt the bylaws, the motion was seconded by Julie Georges (Connecticut DOT), and the motion was passed by unanimous approval by the meeting attendees. The Northeast Bridge Preservation Partnership Bylaws were thus adopted.

NEBPP Directors

Eight members of the Northeast Bridge Preservation Partnership were appointed by the membership to serve as representative directors as specified in the bylaws, which resulted in the following appointments:

Richard Dunne (New Jersey DOT)
Pete Weykamp (New York State DOT)
Rich VanAllen (Connecticut DOT)
Dave Fish (Rhode Island DOT)
Mike Stenko (Transpo Industries, Inc.)
Thomas Pechillo (Collins Engineers, Inc.)
Hersh Chaturvedi Dow POLY-CARB, Inc.)
Todd Kimball (FHWA)

NEBPP Officers

The process then began to elect officers and clarify vacant director positions. Two of the Director positions remain vacant (Local & Academic), due to unavailability of qualified candidates in attendance at the current meeting.

Action: The election of officers began with the nomination by Richard Dunne, seconded by John Buxton for Pete Weykamp to serve as NEBPP Chair. Pete Weykamp was elected chair by a unanimous vote of the membership. Dave Fisher was elected Agency Vice-Chair, with Thomas Pechillo to serve as Industry Vice Chair. Richard VanAllen will fill the office of Secretary/Treasurer. The election outcome results in the following Committee Structure of Directors and Officers:

Northeast Bridge Preservation Partnership

First Annual Meeting – Hartford, Connecticut

September 28 - 30, 2010

Steering Committee

As approved by the membership – September 30, 2010

Officers

Pete Weykamp	NYS DOT	Chair
David Fish	RI DOT	Vice-Chair Agency
Thomas Pechillo	Collins Engineers, Inc.	Vice-Chair Industry
Richard VanAllen	CT DOT	Secretary/Treasurer

Directors

Mike Stenko	Transpo Industries, Inc.	Industry Organization Director
Thomas Pechillo	Collins Engineers, Inc.	Industry Organization Director
Hersh Chaturvedi	Dow/POLY-CARB	At-Large Director
Richard Dunne	NJ DOT	State Agency Director
Pete Weykamp	NYS DOT	State Agency Director
Richard VanAllen	CT DOT	State Agency Director
David Fish	RI DOT	State Agency Director
Vacant		Academic Director
Vacant		Local Agency Director

Ex-Officio

(non-voting)

Todd Kimball	FHWA	Regional Representative
Vacant		Past Chair

2011 Meeting Date and Location

It was determined that the next annual meeting of the Northeast Bridge Preservation Partnership will occur between the middle two weeks of September (target date of September 13). Pete Weykamp volunteered to host the 2011 meeting in Saratoga, New York. The meeting information will be posted onto the Northeast Bridge Preservation Partnership webpage on the TSP·2 website – www.tsp2.org

AASHTO - TSP·2 Funding

Steve Varnedoe discussed the AASHTO technical service program invoices that were mailed out in August, and how the TSP·2 voluntary contributions and budget work. Enclosed in the meeting packet is a sample AASHTO invoice letter and a TSP·2 Fact Sheet for information purposes that can be distributed. All annual meeting travel related costs are covered for two state invitational travelers through AASHTO, provided the state has contributed to the program. Registration and exhibitor fees collected from industry and other attendees and members also contribute to the annual meeting budget, and any residual funds from these sources after covering meeting expenses remain in the partnership.

National Industry Membership

Steve Varnedoe discussed the possibility of having a National Industry Membership to all four regional bridge preservation partnerships. This concept was approved by the TSP·2 Oversight Panel in 2009, subject to concurrence by all four bridge preservation partnerships. The advantages include easier membership application and a discounted fee for industry participants, plus the chance of greater industry memberships for each of the four regions. The discount would be $500 for the four regions, amounting to a National Industry Membership fee of $3,500. Action: The membership voted to allow the NEBPP directors the authority to authorize all further actions for this decision.

NEBPP Action Items Identified for 2010-2011

The following list of actions were generated with much discussion and input by the entire NEBPP group of meeting attendees as a guideline for the areas that should receive focus for the upcoming year:

- **Research Projects –** needs statements & subcategories (Dick Dunne, lead; Mike Stenko; Hersh Chaturvedi)
- **Preservation Definition –** uniformity - Liaison with BP ETG - support/wordsmith ETG/other definitions – subcommittee – proposed definitions onto TSP·2 website
- **Maintenance Contracting** – compiling delivery methods – questionnaire - breakdown of organizations (Hersh Chaturvedi, lead; David Fish)
- **Public Relations / Marketing / Maintenance Practices** – advantages of bridge preservation – interview bridge engineers; best practices – accessible to people beyond group – increase awareness – promote best practices – explain & promote preservation (externally) – How do you do it? How? What? When? (Jeremy Shaffer, lead; John Buxton)
    - **Evaluate & Improve TSP·2 Website** – web liaison – person to act as filter for TSP·2 for posting – relevance – new info (Brad Grisley, web gatekeeper); annual review of what's there (possible agenda item for next mtg?) – work w/TSP·2 to make web based – make website more functional/useable – (Jessica Peruti, lead; Pete Weykamp)
    - **NE Bridge Website Gatekeeper**

- **2011 Meeting – Steering Committee** – presentations – round table questions (Rod Thornton, lead; Pete Weykamp; Thomas Pechillo)

Announcements

- There will be a NEBPP Steering Committee follow up conference call – November 9, 2010 at 10 am (Eastern) 866-680-0146 – pass code: 352725 for any interested NEBPP attendees to include: evaluation of the meeting; results from the evaluation/feedback form (to be completed by attendees); discussion of lessons learned; what do we want to do better next year.
- The roundtable discussion will be posted onto the website. The compiled list of responses will be posted with a link to the video.

Adjournment

Pete Weykamp adjourned the meeting at 12:00 noon.

All meeting PowerPoint presentations will be posted at www.tsp2.org/region/northeastern-bridge-preservation-partnership, and meeting videos will be posted by accessing the above destination and following the link.

NORTHEAST BRIDGE PRESERVATION PARTNERSHIP MEETING

Attendees - Hartford, Connecticut - September 28 - 30, 2010

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