



AMERICAN COUNCIL OF ENGINEERING COMPANIES  
*of Vermont*

ACEC of VT  
Board of Directors Meeting Notes  
January 22, 2020  
Stantec Office, South Burlington, VT

**Directors Attending:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Gary Santy, <i>Stantec</i>              | <input checked="" type="checkbox"/> Jason Booth, <i>Aldrich &amp; Elliott</i> |
| <input checked="" type="checkbox"/> John Forcier, <i>Forcier Consulting</i> | <input checked="" type="checkbox"/> Jon Olin, <i>HTA (phone)</i>              |
| <input checked="" type="checkbox"/> Dale Gozalkowski, <i>CHA</i>            | <input checked="" type="checkbox"/> Greg Goyette, <i>Stantec</i>              |
| <input checked="" type="checkbox"/> Dave Saladino, <i>VHB</i>               | <input checked="" type="checkbox"/> Brian Beaudoin, <i>Sanborn Head</i>       |
| <input type="checkbox"/> Chris Cole, <i>Cole Company</i>                    |   |

**Others Attending:**

- Brendan Cosgrove, *ACEC of VT Executive Director*
- Ken Robie, *Dubois & King*

**Monthly Meeting**

**1. Call to Order**

- President Dale Gozalkowski called the meeting to order at 2:04 pm.
- Quorum was achieved.

**2. Meeting Notes**

- Dale indicated that Jeff Degraff's name was misspelled in the November meeting Notes. No other edits to the Notes were mentioned. Greg motioned; Dave Saladino seconded. The notes were approved.

**3. Financial Update**

- Brendan Cosgrove provided a financial update. There is about \$23k in the ACEC of VT bank account.
- Dufresne did not renew their membership. Brendan to reach out to Dufresne to see if they would be interested maintaining their membership using a different/pro-rated fee structure.
- The group discussed that the EEA and Transportation Workshop are the two remaining big events for the fiscal year. It was agreed that we need to adequately advertise these events so that they are successful.



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#### 4. Committee Reports

- Standing Committees
  - Transportation
    - Jon Olin provided an update.
    - The Transportation Committee released a survey to the engineering community to solicit feedback on the WOR process. They received a lot of responses so far, but still need to review the results.
    - There is a meeting scheduled for January 28<sup>th</sup> with Rob White of VTrans to discuss the WOR process. Ken Robie explained the WOR process from the VTrans' point of view. He indicated that the interpretation of the WOR process is not consistent among VTrans staff which has led to confusion as to what is an acceptable process.
    - Dale mentioned that the Rail division released a primary contract RFP on January 22<sup>nd</sup> that was due the same day, which is not reasonable.
    - The Transportation Workshop is scheduled for March 11<sup>th</sup> and will take place at the VT College of Fine Arts. Brendan reiterated that the audio-video will be handled by the college this year. Dale suggested that we use digital presentations to cross promote other ACEC of VT events at the Transportation Workshop.
  - Legislative
    - Nothing new to report.
  - Environmental Protection
    - Brian provided an update.
    - He indicated that the Environmental Protection Committee will be meeting in February to begin planning for the fall technical workshop. The group discussed potentially having someone from the District Commission provide an update on the Act 250 rule changes.
  - Membership
    - Brendan indicated that MSK is becoming a member.



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- The group discussed soliciting feedback from membership on why they are members so that we can use these points to advertise the benefits of ACEC of VT.
  - The group discussed the possibility of having non-members pay more for attending events and restricting events to ACEC of VT members only – this would only work for events not sponsored on state property, which would need to be open to the public.
- Buildings and General Services (BGS)
- Dale indicated that Chris Cole provided an update on the BGS Committee to him and Brendan before the ACEC of VT Board meeting. Dale relayed that the BGS Committee is still working with Jennifer Fitch on scheduling the first BGS Workshop which will include two-sessions on building envelopes. They have content and are trying to finalize the event. Contract admin from VTrans indicated that they were interested in attending the event. The event is expected to take place at the end of the first quarter or beginning of second quarter of the year.
  - Dale indicated that Chris will not be seeking to renew his position on the ACEC of VT Board. The group discussed the need to find Chris' replacement. Brendan is going to reach out to Chris to find out who is committed to BGS and qualified to lead the BGS Committee.
  - John Forcier indicated that he would notify Hallam of the upcoming BGS Workshop with the hopes of getting them involved with ACEC of VT.

## 5. Events

- PAC – \$3,400 was contributed by members in 2019. With the help of ACEC National we met our approximate \$4k goal. The group discussed having someone like Dave Bender from ACEC National come to VT to talk about QBS and the PAC.
- EEA – Greg Goyette provided an update. He indicated that planning for the event is progressing well. The call for entries went out before the holidays. An extension to submit entries was given due to the initial lack of



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submittals. The extension and the solicitation from several Board members resulted in a total of 27 entries. The group discussed changing the categories for the 2021 EEA to further break up some of the categories that get a lot of entries. Greg reviewed the schedule and indicated that he is looking into possible locations to have the event. He mentioned one possibility is The Inn at Essex.

**6. Other Items**

- EOY/YEOY Nominations –
  - ASCE nominated Derek Lyman for the YEOY. ACEC of VT did not recommend anyone for YEOY.
  - For EOY, Greg Edwards has accepted the nomination and will submit his application.
- Dave Saladino provided a brief overview on the progress VHB made on improving the terms and conditions in their contract with the City of Burlington. He indicated that the City generally accepted the language in "Attachment D" from the state contract, to address insurability issues in the City contract. He indicated that the City of Burlington was more open to proposed changes than he thought they would be. Dave indicated that he would provide a more in-depth review of the progress VHB made with the City of Burlington during the next ACEC of VT Board meeting. Dave also indicated that he would talk to representatives of the City of Burlington to see if there is a way to create a standard contract template for consultants to use that includes the acceptable language.
- Nominating Committee – The group discussed that the current Board of Directors' two-year term will be up on July 1<sup>st</sup>. In February, we need to propose individuals for the Nominating Committee. Board members also need to indicate their desires for a specific role. By April we need to have a slate of officers to vote for. It was agreed that Board members need to reach out to members to increase the pool of candidates.

**7. Adjournment**

- Meeting adjourned at 3:56 pm.



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Respectfully submitted,

A handwritten signature in black ink, appearing to read "B. Beaudoin", is written over the typed name.

Brian Beaudoin, P.E.  
*Secretary, ACEC of VT*