



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Commissioner

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David Rodrigue, P.E.
Assistant Commissioner

NOV 12 2025

Michelle L. Winters
Deputy Commissioner

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

Bureau of Construction
October 7, 2025

REQUESTED ACTION

Authorize the New Hampshire Department of Transportation to hold an organized meeting from January 27, 2026, through January 30, 2026, at the New Hampshire Department of Transportation John O. Morton Building large conference room in Concord, NH, for a total conference cost not to exceed \$4,000 for the purpose of training and recognizing Department of Transportation employees, effective upon Governor and Council.

Funds to support this request are available in the following accounts:

04-096-096-962015-3035	<u>FY 2026</u>
Bureau of Construction	
020-500207 Food for Meetings	\$3,500
020-500200 Supplies	<u>\$ 500</u>
	\$4,000

EXPLANATION

The Bureau of Construction under the Division of Project Development has over 100 employees. Employees are assigned to different work locations all over the State. The Department is committed to providing basic safety, environmental and task-oriented training to all our employees. For more than 20 years, the Bureau of Construction has been bringing employees together for annual "Construction School" training. These training days provide a necessary, efficient, and effective opportunity for all employees to hear the same information from topics taught by DOT, other State Agencies, and private sector partners. The Bureau will typically provide pastries and coffee each morning, and a lunch on Friday, as employees travel to Concord from around the State. By providing these amenities, we keep everyone together longer, allowing efficient use of time and encouraging networking, discussion, and information sharing among the attendees and presenters.

In addition to food, the Bureau will typically recognize a small group of outstanding employees who have performed above and beyond expectations with the quality of their Contract Records submissions. These exemplary employees are awarded an embroidered shirt or hat and/or a commemorative coffee mug. The scoring of project records quality and recognition at Construction School has proven to be an effective motivator.

Food and beverages will be procured locally. Commemorative items will be purchased using Department of Administrative Services approved contracted vendor. All purchases will be in accordance with standard purchasing rules.

Description	Budget
Pizza Lunch	\$800.00
Breakfast Items	\$2,700.00
Commemorative Items	\$500.00
Total	\$4,000.00

Your approval of this resolution is respectfully requested.

Respectfully submitted,



William J. Cass, P.E.
Commissioner

Attachments

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2026
ANNUAL CONSTRUCTION CONFERENCE
DOT Room 114, 7 Hazen Drive, Concord

Tuesday, January 27, 2026

[Zoom Link](#)

Please bring your NHDOT I.D. badge for entrance into the building

7:30 AM – 8:30 AM	Registration and Networking (Coffee provided)
8:30 AM – 8:45 AM	Welcome & Announcements – Chuck Flanders, NHDOT Construction
8:45 AM to 9:45 AM	Construction Safety – <i>TBD</i>
9:45 AM – 10:30 AM	Safety Toolbox Training – Amy McPhee, NHDOT HR
10:30 AM – 10:45 AM	Break
10:45 AM – 11:30 AM	NHDOT Non-Discrimination, Anti-Harassment & Retaliation Annual Training and Equal Employment/Affirmative Action update – NHDOT Office of Federal Compliance
11:30 AM – 12:00 PM	<i>Wellness Topic TBD</i> – Joe McCue, NHDOT HR
12:00 PM – 1:00 PM	Lunch
1:00 PM – 1:45 PM	Railroad Issues/Special Provision 104.7 Review – Josh Prescott
1:45 PM – 2:00 PM	Break
2:00 PM – 4:00 PM	Highway Safety – Bill Lambert, NHDOT & Chris Storm, NHSP

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2026
ANNUAL CONSTRUCTION CONFERENCE
DOT Room 114, 7 Hazen Drive, Concord

Wednesday, January 28, 2026

[Zoom Link](#)

Please bring your NHDOT I.D. badge for entrance into the building

7:30 AM – 8:30 AM	Registration and Networking (Coffee provided)
8:30 AM – 9:30 AM	Bridge Design/Bridge Maintenance – Dave Scott & Levi Byers
9:30 AM – 9:45 AM	Break
9:45 AM – 10:30 AM	Dummer 16304B – Mario Giroux, NHDOT Construction
10:30 AM – 11:15 AM	Paving Best Practices – Mike Smith, NHDOT Construction
11:15 AM – 12:00 PM	Pavement: Mix Production Background and Issues – Matt Courser, NHDOT Materials & Research
12:00 PM – 1:00 PM	Lunch
1:00 PM – 2:00 PM	Pavement Continued...
2:00 PM – 2:30 PM	SharePoint – Christopher Kounelas, NHDOT Construction
2:30 PM – 2:45 PM	Break
2:45 PM – 4:00 PM	<i>TBD</i>

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2026
ANNUAL CONSTRUCTION CONFERENCE
DOT Room 114, 7 Hazen Drive, Concord

Thursday, January 29, 2026

[Zoom Link](#)

Please bring your NHDOT I.D. badge for entrance into the building

7:30 AM – 8:30 AM	Registration and Networking (Coffee provided)
8:30 AM – 10:00 AM	<i>Federal Aid Update on Buy America and BABA (Build America, Buy America) requirements Buy America (BABA)?</i>
10:00 AM – 10:15 AM	Break
10:15 AM – 11:30 PM	<i>BABA Continued?</i>
11:30 AM – 12:00 PM	TSMO/TMC Updates – Nicholas King, NHDOT-TSMO
12:00 PM – 1:00 PM	Lunch
1:00 PM – 1:45 PM	Traffic Control Safety – Michael Smith, NHDOT
1:45 PM – 2:30 PM	Federal Compliance Overview/Updates – Merideth Wilson, Dawn Munson, Cheryl Gilpatrick and Heidi Karajcic of NHDOT Office of Federal Compliance
2:30 PM – 2:45 PM	Break
2:45 PM – 4:00 PM	Polyurea: Lessons Learned – <i>TBD</i>

****Carlo Follo, Investment Representative from Empower will be in the lobby for the day****

NEW HAMPSHIRE DEPARTMENT of TRANSPORTATION

2026
ANNUAL CONSTRUCTION CONFERENCE
DOT Room 114, 7 Hazen Drive, Concord

Friday, January 30, 2026

[Zoom Link](#)

Please bring your NHDOT I.D. badge for entrance into the building

7:30 AM – 8:30 AM	Registration and Networking (Coffee provided)
8:30 AM – 9:30 AM	Front Office – Commissioners, Directors, Bureau Administrators
9:30 AM – 10:00 AM	FHWA Updates – FHWA
10:00 AM – 10:15 AM	Break
10:15 AM – 11:00 AM	<i>TBD</i>
11:00 AM – 11:15 AM	Construction Office Updates – Melissa Willis, NHDOT Construction
11:15 AM – 12:00 PM	Audit Best Practices – Ryan Nickerson, NHDOT Construction
12:00 PM – 1:00 PM	PIZZA LUNCH
1:00 PM – 1:30 PM	Record Quality Score Awards – Patrick Colburn, NHDOT Construction
1:30 PM – 3:00 PM	Construction Bureau: Year in Review/What’s Next – Nickie Hunter, NHDOT Construction