

**Maine Wastewater Control Association
Executive Committee Meeting
Friday, December 10, 2004
9:00 am
MMA, Augusta, ME**

Attendance: Darold Wooley, Vivian Matkivich, Brad Moore, Mike Grove, Andy Rudzinski, Tom Wiley, Janet Abrahamson, David Anderson, Al Jellison, Ron Letarte, Mary Waring, Jeff Pinnette, Dan Bisson, Brian Kavanah, Mac Richardson, Margaret Langhill.

1. Call to Order: President Darold Wooley called the meeting to order at 9:04am.
2. Approval of Executive Committee Meeting Minutes: Ron LeTarte made a motion to accept the October 15, 2004 minutes, as amended, seconded by Mary Waring, all approved.
3. Treasurer's Report: Dan Bisson reported that he has reviewed and reconciled the September 2004 and October 2004 Financial Reports. Dan recommended that the Executive Committee accept the Financial Reports. A motion was made by Mike Grove, seconded by Janet Abrahamson, all approved to accept the September and October 2004 Financial Reports, noting the exception of the Awards expenses to be investigated and subsequently corrected as discussed.
4. NEWEA State Director's Report: Howard Carter was absent, however, Vivian Matkivich conveyed two points on Howard's behalf.
 - NEWEA has designated 6 scholarships in the amount of \$1000.00 each in honor of NEWEA's 75th Anniversary, one for each member state. These scholarships are available to members and their families. More information will be provided at a later date.
 - The NEWEA State Directors have been asked to organize an Operator's Reception for Operator's Day on January 25, 2005 at the NEWEA Annual Conference in Boston. Each State Association has been asked to pledge funds to pay for a luncheon for operators attending the conference. In the past, the MA Operators' Association hosted a luncheon for their members and also invited operators from other Associations. It is expected that it will cost approximately \$2,000.00, to be divided among participating State Associations. Howard is requesting \$500.00 to be added to the NEWEA Rep. Budget for 2005 for this purpose. This will be reviewed during the budget process after the Executive Committee Meeting on 12/17/04.
5. DEP Representative Report: Brian Kavanah submitted a written report. There was detailed discussion regarding the DEP's proposals for changes to the Toxics Program, including compliance testing requirements and frequencies. Janet Abrahamson commented that the increase in testing fees is high for small facilities. She suggested that the new requirements be staggered or managed differently to assist these smaller

facilities. Brian also noted that DEP fees will be discussed during the DEP's budgeting process.

6. Committee Reports

A. Website: Steve Lane was absent, but submitted a written report.

B. Pretreatment Committee: Ron Letarte reported that Sterling Pierce from the MEDEP presented information to the Committee on the new Dental Amalgam Law, effective December 31, 2004. Ron also reported that Jay Pimpore from the EPA and Jim Rogers from MEDEP updated the Committee on new developments in the pretreatment program. Ron noted that the report from the Office of the Inspector General will push for more result-based performance measures. The MEDEP Pretreatment Program is undergoing operation policy changes. Ron also presented highlights from the three-day National Pretreatment Coordinators Workshop that took place in Norfolk, VA. He will present more detailed information from those workshops at future meetings. There was additional discussion on local limit development.

C. Communications Committee: Mac Richardson reported that he and Heidi Gage have enough copy for the next issue that should be out around Christmas. Mac has been trying to organize a committee meeting, but responses to e-mails in this regard have been few.

D. Past President/Membership Committee: Chuck Applebee was absent, but Al Jellison reported for the Membership Committee. Al noted that 2004 membership has 619 paid members, 5 complimentary members, and 11 lifetime members. Corporate and group memberships are up, and membership dues exceeded budgeted revenue by \$60.00.

E. Personnel Advancement: Janet Abrahamson reported about the session on Disinfection that MWWCA is sponsoring at the Maine Water Utilities Conference in February 2005. There was discussion about an open afternoon session. Janet inquired about a possible watershed initiative session in the afternoon, but Darold noted that MWWCA was not prepared to conduct this session at this time. Darold noted that the brochure for this conference was not printed as of this meeting. Janet also asked for ideas for the technical sessions at the 2005 Spring Conference, be emailed to her. She will be meeting with her Committee to discuss the sessions shortly. It was decided that once the technical sessions topics are approved, this list should be forwarded to Darold who will pass them on to NH and MA for possible certification credits for operators attending from those states.

F. Laboratory Committee: David Anderson submitted the minutes from the Laboratory Committee Meeting held October 28, 2004. David asked if everyone had received the QA/QC and SOP CD. The consensus was that everyone had received it. David received a call from Leann Hanson from JETCC asking for

feedback on a proposal by JETCC and MEDEP for a training course on how to use the CD. For example, when the CD is put into the drive, it does not automatically launch. Instructions on how to “make it work” would be helpful. David added that the manuals generated from this CD do not need to be submitted to DEP, but just need to be available for inspectors. It was also noted that it would be nice to have the list of affiliate groups added to the admin guide.

- G. Convention Committee: Tom Wiley reported that there is \$3,700.00 in outstanding invoices not paid from Fall Convention. He noted that the Spring Conference would be held in Ogunquit at Jonathan’s Restaurant and the Meadowmere Resort. With regard to 2005 Fall Convention, Tom added that we currently have contract proposals from Sebasco, Spruce Point, and Point Sebago. Tom recommends Spruce Point if they can come down on the price, but Point Sebago is available as an option. There was lengthy discussion about the dates conflicting with the New England Water Works conference slated to be held in Maine in September. Dan Bisson offered to put a timetable together of all of the conferences to distribute to the group for further review. After lengthy discussion, it was decided that Tom would review potential properties in Ellsworth and Bar Harbor, and make his final recommendation at the next meeting. The Executive Committee agreed to allow Tom to take the lead to make the final recommendation/decision.
- H. 2nd Vice President/Safety Committee: Andy Rudzinski reported on the DEP Wiper Policy and referred to the memo and information that he sent previously to the Executive Committee via email. Andy presented the issue and there was a lengthy discussion and question & answer period to gain more understanding of the issue. Andy inquired if it would be appropriate and acceptable to respond to this issue under the umbrella of MWWCA. Darold recommended that Andy take the lead on this on behalf of MWWCA and asked Brian Kavanah to assist him. It was decided that it is appropriate to use the President of MWWCA’s name on the letter and use MWWCA letterhead in drafting a position to send to DEP.
- I. Government Affairs Committee: Mike Grove reported that the meeting with Commissioner Gallagher and DEP staff went well and was a positive meeting. Some of the topics of discussion were: Contract and labor services, the State Revolving Loan Fund (a subgroup will be formed to discuss further), the vacancy in the residuals utilization unit at DEP, certification for plant inspectors, and a request for more active lines of communication. Mike noted that the Legislative Sessions and the committee appointments are decided upon in January.
- J. Residuals Management Committee: Jeff Pinnette reported that he attended the meeting with Commissioner Gallagher and that it went well. The goal of the meeting was to re-establish a liaison between MWWCA and the Commissioner’s office, and that the meeting was positive. Jeff also attended the November 2004 MOFGA meeting. There has been progress on the article that is being prepared

for MOFGA, and he has received constructive criticism about the article. It appears that he has been given the go-ahead to do a full draft to submit. The White Paper is currently undergoing a peer review, and this is also going well. With regard to the MRWA's draft BMP's for well-head protection, the revisions recommended by the committee have been incorporated by Alex Wong.

- G. Public Relations Committee: Brad Moore reported that the "Introduction to Wastewater Treatment and Career Opportunities" DVD stock is in. Some have been given away, including a complimentary copy and thank you letter to the participants in the video. The total cost was \$6,750.00, and 200 copies were printed. There is quite a bit of additional file footage available for future use, and MWWCA owns this footage. Brad will be sure that MWWCA has this footage. With regard to the Facility Directory, Brad has only received 11 responses. In January 2005, he will be sending out forms, looking for a better response. The Clean Water Week Poster Contest information will be mailed out in January 2005. They will be putting together a packet for MMA to send out for inquiries received. Because of the cost of the posters and the number of them left over each year, Brad recommended not printing as many, and suggested also making up some instead that rulers with prints of the top 3 winners.. He passed around a sample that was well-received. Lastly, Brad noted that he would again like to display the booth at the Maine Engineers Week in February, and asked that the fee for this show be included during the budget process. He also requested purchase of a new booth, something more professional, and asked that this be considered during the budget review process.
- H. Awards Committee: Nothing to report from Mary Waring.
- I. 1st Vice President: Vivian Matkivich reported that she and David Anderson are working on a laboratory certification issue. Some plants cannot get their samples to certified contract labs within the holding time allowed under rule. They found out that there are 60 days a year that one WWTP can do testing for another without being certified. Vivian said MWWCA will be asking the DEP to allow a WWTP lab to do another's testing under certain circumstances.
- J. New Business: At this point, the budget review process began.
- K. Adjournment: A motion was made by Mac Richardson, seconded by Dan Bisson, all approved to adjourn the meeting at 11:55a.m.