

FINAL

**MWWCA Executive Board Meeting
Friday, December 17, 2010
Maine Municipal Association
Augusta, ME**

MINUTES

Attendance: André Brousseau, Travis Peaslee, Paul Rodriguez, Al Jellison, Mary Waring, June Mooney, Aubrey Strause, Chris Higgins, David Anderson, Dan Welch, Tom Wiley, Mac Richardson, Steve Lane, Jeff McBurnie, Chuck Applebee, Dan Bisson, John True, Leeann Hanson, Joan Kiszely.

Absent: Greg Kidd, Doug Howard, John Leslie, Alex Buechner, Ryan Wadsworth

Guest: Terry Desmaras – AE Com, Jeff McNelly, Maine Water Utilities Association (MWUA)

Call to Order: President André Brousseau called the meeting to order at 9:25 a.m.

Correspondence Folder: President André Brousseau passed the correspondence folder. He reviewed some of the letters and correspondence in the folder.

Approval of Minutes: Motion made by Jeff McBurnie, seconded by Dan Bisson, all approved the minutes of November 19, 2010 with minor revisions.

Treasurer's Report: Al Jellison reported on the October financial reports. He reported about the Accounts Receivable and answered other questions regarding budget issues. Motion made by Mary Waring, seconded by Jeff McBurnie, all approved the October financial reports.

2011 Budget: After questions and discussion concerning a number of accounts, a motion was made by Jeff McBurnie, seconded by Mac Richardson, to approve the 2011 budget, passed unanimously.

DEP Representative: John True, filling in for Brian Kavanah, reported on the following:

- Vacant Positions an open Engineering position created when David Breau took the CSO coordinator position went unfilled., The position has now been down graded to Assistant Engineer (a PE license is not required). It is posted on JobsinME.com
- Phosphorus: The ambient surface water rule is on hold.
- Fees for shellfish report due in January

NEWEA – Chuck Applebee reported on the following:

- Annual NEWEA Conference January 23 – 26, 2011 at the Copley Marriot, Boston.
- Preparing for Washington Trip for April 4 & 5
- Working with Awards Committee to prepare for the awards at the Annual Conference

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Old Business:

2010 Goals: André Brousseau reported that after reviewing the six goals, he feels the board has done a good job. One of his goals was to get a Young Professional Groups going, and he will be working on this.

President André Brousseau presented the Past President's award to Tom Wiley.

President André Brousseau presented a Lifetime Recognition Award to David Anderson.

New Business – Committee Reports:

Government Affairs Committee: David Anderson submitted the following written report:

The Government Affairs Committee held a conference call meeting on December 3rd. Highlights of the meeting:

Legislative Breakfast

- Key take away from feedback last year was to make sure we're focused on hammering home what exactly it is we want the legislators to do, what specifically we want them to support.
- We talked about the structure of the breakfast, and that we want to keep it the same as previous years:
 - Three speakers – NEWEA with a brief 5 minute overview of regional issues, then one speaker each from MWWCA and MWUA.
 - Keep the Q&A.
 - Add a closing statement.
- We want to keep the message focused on SRF funding and avoid watering it down too much with other issues.
 - Focus on job creation.
 - Hammer on the needs.
- Do the **PowerPoint presentation of photos from construction projects** – try to get as many “hard hats” as possible to emphasize jobs.
 - Do email blast solicitation but also target contacts (ACTION ITEM – Andrew Gilmore to be point person for info and pull together PowerPoint, Paul Rodriguez to lead solicitation of the members).
- Speakers – avoid PowerPoint presentations and just have one graphic that highlights our main point. Speakers to be presidents of each Association.
- Pull together a “to do” list with action items and deadlines for breakfast preparation (ACTION ITEM – Andrew Gilmore).
- We talked about inviting environmental groups to attend – they should be included on the invitee list.
- We discussed offering “Affiliate” or “Partner” status to other organizations that might want to participate in the informational packet, such as JETCC, SMRWC, etc.

Andrew Gilmore reported that they are looking at submitting a couple of bills this session – one on Flushable Wipes and the others pertaining to SRF Funding. He noted the next step is to finalize the draft legislation and get sponsors for the bills.

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Jeff McNelly reported on the SRF funding and taking it under the general fund. Working on who we want to be sponsors on this.

MWUA has three bills to get in. General Bond, Flushable Wipes, and SRF Funding.

It was suggested that another committee be formed under the Government Affairs committee to assist with ideas and with getting the word out. Andrew Fisk, David Anderson, and DEP will draft wording for the Flushable Wipes bill.

SRF Legislation

- We discussed various alternatives for legislators to approach as sponsors for this legislation. We discussed that we will work with whomever takes the lead to identify partners and determine how to advance SRF funding through two avenues: bond and general fund.
- Jeff noted we should really push for a true 5:1 match!

Outreach

- It would be great to set up a meeting with the transition team and get in front of the new administration while it is in the formative stages. (ACTION ITEM – Jeff McNelly to lead the charge and try to set it up, contact Andy Rudzinski to see if there are any connections to that team that might help.)
 - Meeting participants should be two from each Association’s leadership. MWWCA has several willing participants to cover as scheduling might be challenging.
- As a follow up to the breakfast, we should consider a “day on the hill” (ACTION ITEM – Jeff McNelly to follow up on this possibility)
- The Maine Development Foundation/Policy Leadership event was a great success a few years ago to get in front of the incoming class of legislators, and give them a chance to actually see the assets we’re talking about. (ACTION ITEM – Chuck Applebee to follow up to see if we can get on the agenda)
- Setting up a “muffin booth” in the rotunda is a great outreach tool, but also competitive to get a good time. Hand out invitations to the Legislative Breakfast. (ACTION ITEM – Greg Cataldo to follow up, shoot for mid January)

Underlying Themes:

1. Public Health & Safety;
2. Job creation/retention (construction, engineering, water professionals);
3. Addressing Critical and too long ignored Infrastructure Needs (deferred maintenance bills); and,
4. Responsible Leveraging of State Resources (5:1 match).
5. Economic development

Possible Tag Lines for Breakfast (Greg Cataldo)

A theme with a tag line to inspire and entice attendance might be something like:

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Theme: A Silent Building Block for Prosperity

Tag Line: Jobs, Public Health, Environmental Stewardship

Or

Theme: One Will Get You Five

Tag Line: Jobs that Protect quality of Life in Maine

Or

Theme: Leverage Our Limited State Dollars

Tag Line: Five Times the Bang for the Buck

It was the consensus of the Board that the Theme for the Legislative Breakfast should be “One Will Get You Five.”

Tag Line: Jobs that Protect Quality of Life in Maine

Laboratory: June Mooney reported on the following:

- New Method Rule: Together with the Pretreatment committee, comments were submitted on the changes to EPA. One area of concern is how are small facilities going to keep up with which edition of standard methods is currently official/accepted, the on line update service is quite expensive

Membership: Chris Higgins – No report.

Pretreatment: Tom Wiley reported on the following:

- There will be a pretreatment committee meeting on January 13th here at MMA

Personnel Advancement Committee Report: Aubrey Strause reported on the following:

- Always welcoming ideas on what we should do for tech sessions at conventions.

Convention: Travis Peaslee reported on the following:

- Spring Conference will be at Seasons Grille (formerly Verillos) at exit 48 behind the Howard Johnson's in Portland – April 29th
- Joint Show with MWUA in Portland – February 8th
- Ski Day Sugarloaf – March 9th
- Fall Convention site location to be determined by mid-January

Public Relations: Ryan Wadsworth absent.

- Aubrey reported that MWWCA submitted comments on the Gulf of Maine Initiatives. No response has been received.

Safety: Al Jellison – no report.

Communications: Mac Richardson reported on the following:

- Working on articles for the February newsletter
- Communication from Anne Thayer – E2 Tech – Forum on January 20th

Collection Systems: Doug Howard absent.

Residuals: John Leslie absent.

Operations Challenge: Alex Buechner absent.

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Industrial Representative: Dan Welch reported on the following:

- Sent out Complimentary Industrial membership – we have gotten one to date.
- Industrial Award

Awards: Mary Waring – no report.

JETCC REP: Leeann Hanson reported on the following:

- Thanked everyone who helped with JETCC Classes this year, especially Al Jellison.
- Completed their fall calendar
- Draft spring calendar has been completed
- NEIWPC will donate towards the Legislative Breakfast
- North Country is set for April 13 & 14
- Management School is moving along good
- JETCC Board met in November and discussed their budget. The board voted to raise the fee for one day classes. The board also voted to launch a fund raiser letter. It will be a general solicitation.
- Wastewater exam – results anytime.
- Next JETCC board meeting February 18th in Waterville

WEB Developer: Steve Lane submitted a written report and reported on the following:

- Reported on web site statistics for the year – still getting good number of visits.
- Any information the board wants posted just contact him

MMA Rep: Joan Kiszely reported on the following:

- Joan noted she has enjoyed working for the President André Brousseau.

1st Vice President Report: Paul Rodriquez – no report.

2nd Vice President Report: Jeff McBurnie – no report.

Immediate Past President Report: Tom Wiley reported on the following:

- Concurred with Joan Kiszely's report that André Brousseau has done a great job.

Other New Business:

Lifetime membership: Motion made by Mac Richardson, seconded by Jeff McBurnie to approve Robert Alling for lifetime membership. After brief discussion the motion did not carry, André will look into getting more information from Mr. Alling and bring back some ideas for lifetime membership criteria.

MMA Administrative Services Agreement:

Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved the 2011 MMA Administrative Services Agreement.

Schedule for 2011: Joan Kiszely will email out to the board.

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Maine Development Foundation: Paul Rodriguez reported that the Maine Development Foundation sponsors a three-day Policy Leadership Academy for legislators. Chuck Applebee reported on the sponsorship options available to MWWCA. Motion made by Mac Richardson, seconded by Mary Waring, all approved to be a sponsor at the Leadership level, which would cost the Association \$2,500 (includes this year and next year). The sponsorship includes arranging for a stop on the tour (like the Westbrook WWTF tour conducted a few years ago)..

Adjournment: Motion made by Al Jellison, seconded by Jeff McBurnie, all approved to adjourn the meeting at 12:15 p.m.