

APPROVED

**MWWCA Executive Board Meeting  
Friday, December 20, 2013  
Maine Municipal Association  
Augusta, Maine**

**MINUTES**

**Attendance:** Travis Peaslee, Aubrey Strause, Al Jellison, Jeff McBurnie, Mary Waring, Mac Richardson, June Mooney, David Anderson, Brian Kavanah, Matt Bodwell, Peter Goodwin, Tom Connolly, John Leslie, Chris Higgins, André Brousseau, Alex Buechner, Tom Wiley, Mike Stein, Mike Hanson, and Joan Kiszely.

**Absent:** Paula Drouin, Steve Lane, Dan Welch, Matt Timberlake, Scott Firmin

**Guests:** Timothy Haskell, John Melrose, Jeff McNelly, Dan Wells

**Call to Order:** President Travis Peaslee called the meeting to order at 9:00 a.m.

**Approval of Minutes:** Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved the minutes of November 15, 2013 with changes.

**Treasurer's Report:** Al Jellison reported on the October 2013 financial reports, indicating that everything was in order. There was a brief question and answer period. Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved the October 2013 financial report.

**DEP Representative: Brian Kavanah emailed the following COMMITTEE REPORT:**

**DEP Update for MWWCA Meeting 12/20/13**

Submitted by:

Brian Kavanah, Director-Division of Water Quality Management (DWQM)

[brian.w.kavanah@maine.gov](mailto:brian.w.kavanah@maine.gov) 287-7700

**New Staff in DWQM**

DWQM has a new SRF Assistant Engineer as of December 9th. John Skelly comes to DEP with a consulting background in structural engineering design projects, developing work plans, writing scopes of work and editing design specifications associated with commercial and governmental projects. Tim MacMillan will supervise John. John filled a vacancy created when Jeff Mercer left the DEP several months ago.

**Ongoing Issues**

There are no new developments in the ongoing issues of CSO related bypasses and development of phosphorus limits since last reported in the MWWCA minutes in November. Discussions with EPA are ongoing.

NEWEA State Director: Peter Goodwin emailed the following **COMMITTEE REPORT:**



**NEWEA - Maine State Director Report  
Peter Goodwin-December 2013**

The following is a summary of activities since our last meeting.

- I attended the NEWEA Executive Meeting on November 13, 2013 in Woburn.
  - 2014 Annual Meeting will be January 26-29 in Boston. Preliminary Program is out.
  - 2014 NEWEA Annual Planning Session will be March 10-11 at the Westin Hotel in Portland.
  - NEWEA Congressional Fly-In has been moved to coincide with NACWA/WEF meetings Monday April 7 through Wednesday April 9 (more information below).
  - NEWEA has entered in to a partnership with NEWWA and NEAPWA called the “New England Stormwater Collaborative” each association has appointed three members. See attached press release.
  - Spring Meeting 2014 will be June 2-4 at Samoset. Call for papers and identification of regional issues will be out soon. As noted in an earlier email, NEWEA GAC would like us to coordinate and host a “local issues” forum for legislators, municipal officials, etc... similar to previous forums in Newport and Brewster.
  - Outgoing NEWEA President Mike Bonomo requested that all members take the challenge to get involved and volunteer to visit a local school, etc. to share a story about the value of our water and infrastructure. Materials are available from NEWEA. Call or email NEWEA staff for information.
  - Sponsorship Comm. reported that the Annual Sponsor Program is successful increased participation and revenue.
  - NEWEA Communications Committee has “draft” op-ed pieces that can be provided to NEWEA members for customization and submission to local and regional news agencies/newspapers.
- I participated in a MWWCA/INDA pilot sort at the PWD Westbrook WWTF. I learned to pull apart wipes for sorting, not shake them. A very interesting and educational event that I would recommend to all. Additional “sorting” events will occur in 2014.
- I attended the NEWEA GAC Meeting in Lowell. As mentioned above, Washington is April 7-9. I started to coordinate with Aubrey and Tom and working through MaineWater staff, we are considering inviting Michael Brennan the City Manager from Bucksport. Input from Executive Committee is requested.

NEWEA State Director: Peter Goodwin emailed the following **COMMITTEE REPORT:**

- I participated in a NEWEA Awards Committee Conference call to discuss options for “new” awards hardware consistent with NEWEA Branding.

I continue to enjoy working with all of the hard working volunteers in our industry.

Respectfully,  
Peter Goodwin



**FOR IMMEDIATE RELEASE**

**DATE: December 2, 2013**

**CONTACTS: Kirsten King, New England Water Works Association – 508-893-7979**

**Stormwater Collaborative Formed for all of New England**  
*...Initiative to Focus on Education, Understanding, and Action...*

**WOBURN, Mass.** – This fall, the New England Water Works Association (NEWWA), New England Water Environment Association (NEWEA), and New England Chapter – American Public Works Association (NEAPWA) formed the New England Stormwater Collaborative. The group will identify and determine New England-wide stormwater educational and informational needs, and ways the collaborative can most effectively educate, advocate, and respond to stormwater issues affecting the region.

“Concerns about stormwater, and its potential to have adverse impacts on the environment and our water quality, affect the members of all three of our organizations as well as the public as a whole,” said Brad Moore, president-elect, NEWEA and superintendent, Bangor Wastewater Treatment Facility. “Forming the New England Stormwater Collaborative will allow us to advocate, educate, and act on issues in a team-oriented environment that will enable us to broadcast a consistent message across the drinking water, wastewater, and public works sectors.”

The Stormwater Collaborative consists of Steering and Working Committees comprised of members of each association who meet regularly to discuss issues and determine action items. Their first task is to develop an educational product that will address stormwater needs of New England communities using survey results from members of all three associations. Additional initiatives include developing position papers; responding to state, regional, and federal stormwater rulings; creating outreach materials and fact sheets; and providing a clearing house for information and resources on stormwater across the region.

*The New England Stormwater Collaborative was formed by the New England Water Works Association, New England Water Environment Association and New England Chapter – American Public Works Association in 2013 with the conceptual drivers of EDUCATION, UNDERSTANDING, and ACTION. The collaborative works to engage the stormwater community, provide the forum for information and education exchange, and advocate the realm of stormwater.*

## APPROVED

### Old Business:

**Name Change Subcommittee Update:** Travis Peaslee reported MMA filled out the paperwork for the Secretary of State and mailed it on December 9<sup>th</sup> with a check and application. Now the association is just waiting for formal approval from the Secretary of State. He indicated that he will work with Joan Kiszely to prepare marketing material to promote the name change on the MWWCA booth for events that are coming up. Once official, in April they would like to amend the MMA contract & the Fall Convention contract to reflect the new name.

### New Business:

**Government Affairs Committee Representative: David Anderson emailed the following COMMITTEE REPORT:**

#### **MWWCA Government Affairs Committee Report for December 20, 2013 Exec Meeting**

##### **CWSRF Funds**

John True has prepared a status report on the Clean Water State Revolving Fund. Key points are:

- To access the FFY (Federal Fiscal Year) 14 & FFY15 Clean Water State Revolving Fund (CWSRF) capitalization grants in the year that they are appropriated would require an additional \$2.8 Million in State Match above the current liquor contract revenue projections.
- Current liquor contract revenue projections do not have this amount covered until sometime in FFY16.
- At that time, the CWSRF could “reach back” and secure these grants. The potential impacts for doing this might be a loss of capitalization grants due to federal rescissions and/or a decrease in interest amount paid to the fund if revenue bonds were to be sold to meet loan demand. A decrease in the interest paid to the fund would have a minor impact on the future funds available to be loaned.

We plan to continue working jointly with MWUA on efforts to restore SRF funds. A possible tool is LD 1492.a bill carried over from the first session which included \$5 million bonds for both the DWSRF and CWSRF.

##### **LD 1483 – An Act to Promote and Enhance State Policy to Preserve and Support Existing Methods of Disposal of Municipal Solid Waste**

This is a bill for subsidizing Waste-to-Energy Incinerators. They would accomplish this by adding a fee to solid waste disposed at a landfill. This would affect any utility landfilling any of their biosolids. The surcharge could cost our members over \$600,000. A subcommittee of the Legislative ENR Committee is working on the bill. We are being preemptive by talking with the subcommittee before they finalize the draft to let them know of the potential effect on wastewater ratepayers. The public hearing on the bill (most likely in January) may be too late for us to present our concerns.

##### **Changes in Odor Management Standards for Facilities that Process Solids from POTWs or Septage**

The Association is concerned that the current standards specified in Chapters 409 and 410 are not reproducible, objective, or widely accepted in other jurisdictions. We recommend the European Union Standard EN-13725 or ASTM E-679. Because they have become accepted in countries all over the world there would be data to compare any situation encountered. (There was a session on this method at the Fall Convention.)

##### **Other Issues**

We will continue working with MWUA on Dig Safe and the Standard Sewer Report.

Submitted by,  
David Anderson

## APPROVED

Tim Haskell arrived during the Executive Board meeting after having attended the Maine Water Utilities Association's Legislative and Regulatory Affairs Committee meeting at 9 AM. Tim provided the following update from that meeting to the Board, supplementing Dave Anderson's formal report (above):

- LD 965 ( Dig Safe): Garret Corbin is taking over at MMA and working with legislative issues. MWWCA needs to coordinate and discuss with him. Sen. Cleveland still pushing for a compromise or else. This bill along with many others are fast tracked to be dealt with in January. Legislative meetings and work sessions will come fast and furious. MWUA and MMA are trying to set up a late December meeting with Sen. Cleveland, staff, etc. The LD 965 hearing is planned for January 21, 2014.
- LD 1455 and 1492 (Bond bills): MWUA and MWWCA are working together to provide feedback to legislature on these. Some general discussion on amounts and timelines etc.
- LD 1532 (Standard Sewer District Bill)- Jeff has been discussing with Travis and has a meeting set up with Jean Guzzetti (a Legislative Analyst with Office of Policy and Legal Analysis and lead author) for later in the afternoon on 12/20 to discuss the language and some issues. Initiative and driver for this bill was not known as of the 12/20 Executive Board meeting. Tim Haskell is taking the lead for MWWCA.

Tim provided copies of documents handed out at the MWUA meeting dealing with gas pipeline design and construction standards, dig safe discussion points.

A meeting between MWUA and MWWCA legislative committee members was held after the Executive Board meeting to discuss the above. Several members of MWUA and MWWCA also participated in meeting with Jean Guzzetti later in the afternoon on 12/20.

Aubrey Strause emailed the following **VICE PRESIDENT'S REPORT:**

**Vice President's Report**  
**MWWCA Executive Committee Meeting**  
**December 20, 2013**

Aubrey Strause, PE (Verdant Water)

- Aubrey is asking the MWWCA Executive Board to approve a donation of \$200 a FOG and Wipes Training Workshop for May 2014, to be held in Massachusetts and sponsored by USEPA and others. She is helping plan, set agenda, and secure speakers for this event. This is with funding through a grant from USEPA, and attendance fee will be low (approximately \$20 to encourage participation). Each State Member Association is being asked to make a small donation- most have already agreed. NEIWPC will handle registration; WEF, NACWA, NEWEA, and State associations will help advertise; NEWEA may also make a donation or sponsor in other ways.
- Aubrey is asking the MWWCA Executive Board to approve a donation of \$200 toward the Maine Children's Water Festival, to be held in May 2014. Aubrey is donating her time to develop the event website and help with the program for this event. See last year's program in the Correspondence Folder.
- On 12/9/13, Aubrey and Scott participated in a web-based demonstration of a platform that may be useful in gathering sewer and water rate data more easily than we do now. The service, which is called a "dashboard" was developed by the Environmental Finance Center at the University of North Carolina (UNC) and would be implemented in Maine in conjunction with their sister organization, the Environmental Finance Center at the University of Southern Maine (USM). The idea to use this dashboard in Maine has been spearheaded by Norm Lamie of the Maine Drinking Water program. David Kane from Portland Water District has also been involved in the concept to try it here in Maine. The goal is that cost of the dashboard would be partially covered by the Clean and Drinking Water SRF programs. In a nutshell, USM with assistance from UNC would administer a rate survey of all water and wastewater utilities in the state and populate the web-based platform. MWUA has been informed, MRWA was also on the call. Aubrey is asking the MWWCA Executive Board if they want to proceed getting prices and more information on this prospect.
- Aubrey and Travis are requesting feedback from the MWWCA Executive Board on which committees should take the lead on registering for Career Fairs, Engineering Fairs, and other public events and taking the lead on developing materials. See Correspondence folder for invitation for University of Maine Career Fair in January 2014.
- Aubrey asks the MWWCA Executive Board to approve a login for the website for Dustin Price of the York Sewer District.

The Executive Board voted to approve a donation of \$200 a FOG and Wipes Training Workshop tentatively slated for May 2014 in Chelmsford Mass. Motion made by Jeff McBurnie, seconded by Tom Connolly, Aubrey will find out where the check should be sent.

The Executive Board voted to approve a donation of \$200 toward the Maine Children's Water Festival, both of which have been included in the 2014 MWWCA budget.

The Executive Board indicated that they'd like to learn more about the Environmental Finance Center dashboard, including how information would be managed and returned to the associations in the future, and

## APPROVED

how a pilot test of the system might work. David Kane from PWD has agreed to be a liaison on this item. Aubrey will report back when more information has been compiled.

The Executive Board authorized creating a login for Dustin Price for the MWWCA website.

### Update on Non-Dispersibles: Aubrey Strause emailed the following **COMMITTEE REPORT**:

#### Update on Non-Dispersibles MWWCA Executive Committee Meeting December 20, 2013

Aubrey Strause, PE (Verdant Water)

- Scott Firmin and Aubrey wrote an article that appears in the summer 2013 issue of the NEWEA Journal (see copy in the Non-Dispersibles Correspondence folder).
- Two abstracts that MWWCA participated in have been selected for NEWEA. They will be on Tuesday, January 28, in the morning.
- The WEF House of Delegates Non-Dispersibles task force will soon issue a 10-question survey on the topic to be sent to WEF Delegates around the country. Howard Carter and Aubrey contributed to this survey. The NEWEA CSC Flushables Subcommittee will soon to discuss a similar survey it's developing.
- “Don’t Flush Baby Wipes” Pilot Education Campaign (MWWCA/INDA)
  - Out of \$17,650 pledged, MWWCA has received \$14,150 toward our \$15,000 goal. Thank you letters have been sent to each donor. (Samples in the Non-Dispersibles Correspondence folder). A \$10,000 check was cut to INDA for the project. Additional donations will still be accepted. An information sheet on the Pilot, a “do it yourself” invoice, and other information are summarized on the MWWCA website: <http://www.mwwca.org/?p=1393>
  - The marketing firm has created several logos and television campaign ideas. The logo has been agreed on by both INDA and MWWCA, but the script is proving challenging.
  - Media campaign is expected to begin in late January.
  - Senator Boyle and Rep Welch have been updated on progress (see letter in the Non-Dispersibles Correspondence folder)
- Aubrey is working with NHDES’s Ray Gordon to plan a FOG and Wipes Training Workshop for May 2014, to be held in Massachusetts. This is with funding through a grant from USEPA, and attendance fee will be low (\$20 to encourage participation). Each State Member Association is being asked to make a small donation most have already agreed. NEIWPC will handle registration; WEF, NACWA, NEWEA, and State associations will help advertise, and NEWEA may also make a donation. More on this as the speakers and Agenda are finalized.
- NACWA and WEF have made progress on the Technical Workgroup. INDA, NACWA, and WEF have developed the draft Charter and have a facilitator on board. NACWA's Board approved the Association's participation in the workgroup (and funding for it) on November 19 and WEF’s Board will vote on the same in January. The workgroup could then start meeting at the end of February or in March. There will be three in-person meetings, each about a month apart. The goal is that the workgroup will finalize consensus on flushability standards and labeling. The group is also including representatives from the Canada Water and Wastewater Association and other Canadian groups in the workgroup, so the same

## APPROVED

### Update on Non-Dispersibles: Aubrey Strause emailed the following **COMMITTEE REPORT:**

standards would apply there.

- The Federal Trade Commission continues to ask municipalities to provide details on “flushable” products that are removed from pumps, screens, and equipment. Contact Aubrey for more information on this.
- Aubrey will be speaking at the California Water Environment Association on this topic in April 2014.

**USUAL NOTE:** please be cautious when talking about the issue to **not paint all wipes with the same brush.** The water quality groups and INDA all agree that paper towels, baby wipes, and cleaning wipes shouldn't be flushed. Where we disagree is on the topic of “flushable” wipes. Only two products on the market that are labeled as “flushable” really break down like toilet paper, per water quality group testing. INDA says all wipes that have gone through the 3rd Edition of its testing guidelines should be considered to be truly flushable; the water quality groups don't believe the testing is accurate and say many of these products should not be flushed. Until we resolve this, the water quality groups are saying “don't flush any wipe”, but it's important to acknowledge the distinction.

We are always looking for people willing to help with legwork and outreach on this issue. Please contact me ([aubrey@verdantwater.com](mailto:aubrey@verdantwater.com)) or Scott ([sfirmin@pwd.org](mailto:sfirmin@pwd.org)) if you'd like to get involved.

**Laboratory Committee Representative:** June Mooney had no report.

**Membership:** Chris Higgins was absent. Aubrey Strause reported that Dan Bicknell from Freeport Sewer District has volunteered to be the new membership chair.

Pretreatment Committee Representative: Tom Wiley emailed the following **COMMITTEE REPORT:**



**MWWCA Pretreatment Committee  
Report to Executive Committee  
For December 20, 2013**

***Quarterly Meeting Update, December 2013***

On Thursday December 5<sup>th</sup>, the committee gathered for our fourth quarter meeting at Texas Instruments in South Portland. After our regular business we enjoyed a luncheon and industrial tour of the semiconductor fabrication process. These onsite meetings continue to be very effective educational and networking tool for the committee members. A letter of appreciation was issued on behalf of the committee to Texas Instruments.

***EPA Region 1 New England Pretreatment Coordinators*** A regional group of pretreatment coordinators is being developed who's sole purpose would be to conduct the annual training conference. The association will be formed from members from all EPA Region 1 member states. The group will elect up to ten elected officers consisting of a chair, vice chair, secretary, treasurer and up to 7 members at large representing each participating state.

***Proposed dates and locations for 2014 Quarterly meetings.*** The dates below were chosen as locations and draft dates for next year's quarterly meetings. Once the information has been confirmed, a final schedule will be issued.

<b><u>Date</u></b>	<b><u>Host</u></b>	<b><u>Facility</u></b>
3/6	LAWPCA	TBD (Onsite industrial facility)
6/5	Bangor WPCF	Regular Meeting
9/11	Portland Public Services	TBD (Onsite industrial facility)
12/4	GAUD	Regular Meeting

Tom Wiley indicated that Dan Welch will be the chair of the Pretreatment Committee for 2014.

**Personnel Advancement Committee Representative: Mike Stein emailed the following COMMITTEE REPORT:**

<b>Agenda for MWWCA Sessions February 4, 2014</b>	
<p>Session Time: 8:00 AM – 9:30 AM Energy Management: Two Wastewater Treatment Case Studies</p> <p>Presenters:               Maureen Neville, CDM Smith                                   Mac Richardson, Lewiston Auburn Water Pollution</p> <p>Control Authority:   Travis Peaslee, Lewiston Auburn Water Pollution Control Authority</p> <p>Moderator:             Dan Bisson, CDM Smith</p>	
<p>Session Time: 10:00 AM – 11:30 AM MSDS Name Change and Safety Updates</p> <p>Presenter:               Ed MacDonald, Maine Municipal Association</p> <p>Moderator:             Steve Sloan, Portland Water District</p>	
<p>Session Time: 1:00 PM – 2:00 PM Gizmos and Gadgets</p> <p>Presenters:             Michael Courtenay, Warren Sanitary District                                   Rob Pontau, Brunswick Sewer District                                   Steve Sloan, Portland Water District</p> <p>Moderator:             Mike Stein, Woodard &amp; Curran</p>	
<p>Session Time: 2:15 PM – 3:15 PM CMOM and Asset Management</p> <p>Presenter:               Jack Healey, EPA Region 1 – New England</p> <p>Moderator:             Chris Perkins, Weston &amp; Sampson</p>	

Personnel Advancement Committee Report  
Submitted by Mike Stein  
December 17, 2013

**MWUA Meeting and Trade Show**

MWWCA will be presenting four sessions at the February 2014 Maine Water Utilities Association (MWUA) Meeting and Trade Show to be held at the Holiday Inn By the Bay in Portland. Below are the presenters and moderators for each of the four sessions.

**APPROVED**

**Personnel Advancement Committee Representative: Mike Stein emailed the following COMMITTEE REPORT:**

**Call for Abstracts**

The “Call for Abstracts” for the April 2014 Spring Conference and September 2014 Fall Convention was emailed to all MWWCA members on December 16.

**Convention Committee Representative: Andre Brousseau emailed the following COMMITTEE REPORT:**

**Convention Committee Report for December 20<sup>th</sup> 2013**

New Hampshire Water Pollution Control Association approached me to see if we were interested in hosting a joint Ski Day. They said it would be about 10-20 people. I double-checked with Saddleback, and they can accommodate the additional attendees. Remember the date: MARCH 14, 2014.

**Public Relations Committee:** Matt Timberlake was absent but Tweeted to report he will be working on getting the Clean Water Week Poster contest out in January.

**Communications Committee: Mac Richardson emailed the following COMMITTEE REPORT:**

**Report of the Communications Committee for December 2013**

The October/November newsletter went out a bit late at the first of December. The next issue is scheduled for February. I will be on vacation for the first 10 days of the month, so I would like to propose a submittal deadline of February 21 – with luck maybe we can have the newsletter out for March 1.

As always I appreciate any and all feedback on the MWWCA newsletter: praise, condemnation and otherwise. You can e-mail me at [crichardson@lawpca.org](mailto:crichardson@lawpca.org)

Respectfully submitted,  
Mac Richardson

**Safety Committee Representative:** Al Jellison reported everyone needed training on the new training for the safety data sheets replacing MSDS. See the November MWWCA newsletter for helpful links.

**Collection Systems Committee Representative: Matt Bodwell emailed the following COMMITTEE REPORT:**



December 10<sup>th</sup>, 2013

Collections Systems Committee Report

Next Meeting: Early February at Topsham Sewer District (tentative)

- GIS Class
  - o A GIS class will be held in the spring of 2014. Locations to be determined, likely either Augusta or Topsham.
- Charles Perry Award
  - o One nomination pending, additional needed.
- Dig Safe
  - o Stuart Kay to attend meeting later this week.
- New Business
  - o Investigate a fall class, either additional session at the fall convention or formal one with JETCC. Likely to cover the aspects of the previously performed Asset Management classes that aren't covered by the pending GIS class.
  - o Investigate doing a shortened version of GIS class at fall convention, pending reception of actual GIS class.

**Residuals Committee Representative:** John Leslie reported on the following:

- Did get letter in to NEBRA
- Donations have been spearheaded by MWWCA for donations to NEBRA & other associations have been following along.
- NEBRA Conference

**Operator Challenge Committee Representative:** Alex Buechner reported they met last night. Tony Ellsworth stepped down and Ian Carter is the replacement.

**Industrial Committee Representative:** Dan Welch was absent.

**Young Professionals Representative:** Paula Drouin was absent.

**Awards Committee:** Mary Waring had no report.

JETCC Committee Representative: Leeann Hanson submitted the following written **COMMITTEE REPORT** and **Darold Wooley reported:**



**JETCC Report  
Maine Wastewater Control Association Monthly Meeting  
December 20, 2013**

- **JETCC would like to thank all the presenters, hosts and others who helped make the 2013 training classes a success! Without you nothing would be possible!**
- **This week concludes our 2013 training schedule. In January, we will provide a report on number of operators trained.**
- **JETCC's Spring 2014 schedule is still being finalized.** We have some great new programs in the works and will be bringing back some tried and true classes. Once again, we are working again with MWWCA WWCS Committee on a class focused on GIS and Asset Management.
- Check our website in the coming weeks [www.jetcc.org](http://www.jetcc.org) as details will be posted soon. Here's just a few topics.
  - Look for two new classes that will be offered in three locations across the state
    - Corrosion Control and Coatings
    - In Line Analytical Instruments
  - Look for a 4-week Basic WW class in Bangor in April
  - Look for "Hands-On Laboratory Tests" to be offered in 2 different locations
  - For an advanced course to gain a better hands-on understanding of the wastewater treatment practices... Check out "*Optimizing Activated Sludge Systems with Solids Flux Analysis*" on *March 20 in Bangor. This class was very successful when offered in Portland.*
- **Next week we expect to have the results from the November WW exam.**
- **The Spring Wastewater Operator Exam is Wednesday, May 14, 2014.**
- **Applications are due to JETCC on March 28, 2014.**

**Web Developer:** Steve Lane was absent. Travis Peasley reported he will be taking over the lead from Aubrey on integrating a shopping cart (or e-Business) feature to the existing MWWCA website. It was the consensus of the board to give permission to Steve Lane to create a log in for Dustin Price.

**MMA Rep:** Joan Kiszely thanked MWWCA for the Christmas gift to the department.

## **APPROVED**

**1<sup>st</sup> Vice President Report:** Aubrey Strause reported on the following:

Aubrey stated that she intended to set up a meeting with Kristin Hebert of the Maine Rural Water Association in the coming weeks to discuss ways the associations can work together.

**2<sup>nd</sup> Vice President Report:** Tom Connolly noted he would contact some people to have a meeting on Wastewater programs with community colleges.

**Immediate Past President Report:** Jeff McBurnie had no report.

### **Other New Business:**

**2014 Budget Development:** Motion made by Jeff McBurnie, seconded by Tom Wiley, all approved the 2014 Budget. Mac Richardson abstained from the vote.

Tim Haskel & Jeff McNelly reported on the following:

- Dig Safe Update
- Natural Gas Standards Update
- Willing to attend some legislative session

It was requested that Tim Haskell or Jeff McNelly forward his notes to Joan Kiszely to add to these minutes.

**Adjournment:** Motion made by Mac Richardson, seconded by Al Jellison, all approved to adjourn the meeting at noon.