

**Maine Wastewater Control Association
Executive Committee Meeting
Friday, February 17, 2006
9:00 am
Maine Municipal Association, Augusta, ME**

Present: Andy Rudzinski, David Anderson, Tom Wiley, Howard Carter, Andre Brousseau, Al Jellison, Steve Lane, Gilles St. Pierre, Michael Grove, Vivian Matkivich, Chuck Applebee, Mac Richardson, Dan Bisson, Brian Kavanah, Janet Abrahamson, Joan Kiszely, Margaret Langhill, Commissioner Littell.

1. Call to Order: President Andy Rudzinski called the meeting to order at 9:11am.
2. Approval of Minutes-January 20, 2006: Mac Richardson made a motion to approve the Executive Committee meeting minutes of January 20, 2006, as amended, seconded by David Anderson. All approved.
3. Treasurer's Report-Financial Reports December 2005: Dan Bisson reported that the financial reports for December 2005 are in order, with the exception of a few items being researched. Vivian Matkivich made a motion to accept the December 2005 Financial Reports as presented, seconded by Al Jellison. There was a general discussion about the outstanding bill from Karen Brown-Mohr. It was decided that this should be paid and would be processed in 2006. All Approved. Dan also reported that he is working with Key Bank to re-negotiate higher rates on the CDs and will keep everyone posted on his progress. His first step was to re-align the two CDs so that their rollover dates would match. He expects that they will be ready to rollover in June 2006 at which time he will look into restructuring them to increase the amount of return.
4. DEP Representative Report: Brian Kavanah updated the Executive Committee on the personnel changes at the DEP since the meeting in January-including vacancies and restructuring of divisions. Brian also gave a brief report on funding of the water program. He mentioned that the tri-annual review for water quality standards is about to happen, and one of the components are public meetings which will be happening in about two-three months, then a formal report will be produced. Brian added that he wants to be ready to do additional monitoring of the Penobscot with contracts and volunteers in the coming months-if anyone is interested or knows of anyone who would be interested in participating, please let him know. Brian thanked those that have already sent in the customer service survey. He expects that the results will be summarized and distributed. A general discussion ensued with regard to the changes happening at the DEP and Brian answered questions from the Executive Committee members.
5. NEWEA State Director's Report: Howard Carter reported on the NEWEA 75th Anniversary Scholarship. Janet Abrahamson passed around a draft scholarship application. Revisions were made and given back to Margaret Langhill to generate a second draft. Howard said that this scholarship should be picked by June. It was decided that the scholarship application would go out in the next issue of NEWWN, put on the MWWCA website and including with the mailing for the MWWCA Spring Conference. The deadline for submitting for the scholarship is May 1, 2006. Howard mentioned that Phyllis Rand will be at the Spring Conference and will be presenting the NEWEA awards. She also needs to know if she needs to re-present the WEF awards. Andy Rudzinski will extend invitations to Elizabeth Cutone and Phyllis Rand, and Vivian added that in this letter they should also be invited to the summer meeting. Howard reported that it is once again time for the position papers to be drafted. Greg Cataldo reported on the position papers that NEWEA would be presenting and asked the Executive Committee if they would like to co-support these position papers or do their own separate position papers. There was consensus of the Executive Committee that MWWCA should do their own. After a lengthy discussion, the following topics will be used for position papers:
 - a. Trust Fund Initiative-Per Al Jellison, Brad Moore can provide information for this.
 - b. SRF funding-Vivian Matkivich to take the lead on this.
 - c. Operator Shortage-Mike Grove to contact Kirk to provide information on this.
 - d. 40th Anniversary Celebration- Tom Wiley to create a blurb about this to put on the position papers.
 - e. Blending-Dan Bisson to get information on this.

All articles should be in by the end of the month to Howard Carter in draft form.

6. President's Report-Correspondence File: Andy Rudzinski passed around the correspondence file and gave a brief overview of contents.
7. Committee Reports:

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- A. Past President: Vivian Matkivich reported that she met with Jim Handy from SMCC and that they are working toward operator training. Mac Richardson added that he and Paul Collins have meeting on February 22nd to talk to him about an operator course.
 - B. Conference Committee: Tom Wiley passed around the draft brochure for the 2006 Spring Conference and noted that everything is on schedule for this event so far. Andy Rudzinski added that Jay Pimpore should receive a complimentary meal and registration. There was a discussion on inviting the charter members in honor of the 40th Anniversary and providing complimentary registration and meals. Mac Richardson made motion to invite charter members and to provide a complimentary meal and registration, seconded by Dan Bisson. All approved.
 - C. Laboratory Committee: David Anderson submitted a written report and there was a general discussion with Brian Kavanah with regard to violations and the QA/QC manual.
 - D. Personnel Advancement Committee: Janet Abrahamson reported that the technical sessions for the Spring Conference are completed and she is now working on getting moderators. She is looking for volunteers. Janet also passed around a couple of abstracts.
 - E. Collection Systems: No report.
 - F. Ops Challenge Coordinator Report: Andre Brousseau had nothing new to report.
 - G. Website: Steve Lane thanked everyone for nominating him for the Operator of Year award. He also reported that he received a write-up on Mr. Goodenow and a picture for the website. Steve also reported that the fee being paid to GWI for the website is not a service that we use and that it can be cancelled. Dan Bisson will look into this further.
 - H. Membership Committee: Chuck Applebee reported that to date there are 533 paid/renewed members, and income is at \$23,565.00. 87 members from last year have not yet renewed, but Margaret Langhill added that second notices for dues went out this week. Chuck also mentioned that if anyone has any recommended By-Law changes that this notice would need to go out in March.
 - I. Safety Committee: Al Jellison reported that he researched more information about securing a credit or debit card for MWWCA, and that it is feasible to do, but only for those listed on the account. After a general discussion, Dan Bisson recommended that Executive Committee members request a cash advance instead. Al also mentioned that there will be an Expo on March 4, 2006 at University of Maine at Orono and that MWWCA will be displaying the booth. It will cost \$150.00, and while this was not budgeted, this is a great opportunity and that the funds should come out of the Public Relations budget.
 - J. Public Relations Committee: No report.
 - K. Vice President: David Anderson submitted a written report.
 - L. Government Affairs Committee: Mike Grove reported that the discussion later in the meeting with Commissioner Littell is more of an introduction to keep the good communication going. At a later date, there will be an opportunity to discuss issues and Mike requested that topics be sent to him.
 - M. Pretreatment Committee: Ron Letarte submitted a written report.
 - N. Awards Committee: No report.
 - O. Communications Committee: Mac Richardson thanked Mike Grove for the article on William Taylor. The current issue of NEWWN is at press now, will be going out soon. Mac added that the next deadline is March 10th and that he is always looking for information for the publication. He also noted that he is meeting with the Public Relations Committee next month to see what can be done about displaying at the Common Ground Fair.
 - P. Residuals Management Committee: No report.
8. Commissioner Littell: Andy Rudzinski welcomed Commissioner Littell from the DEP and introductions were done. Commissioner Littell led an informal and introductory discussion about the transitions at the DEP and there was a question and answer period.
9. Old Business:
- a. Final Budget: Al Jellison made a motion to accept the proposed budget for 2006 as presented, seconded by Tom Wiley. All approved.
10. New Business:
- a. Facility Directory Updates: There was a very brief discussion, but this is still being looked into.
 - b. JETCC Liaison: Gilles St. Pierre reported that there are 3 representatives from MWWCA that sit on the JETCC board and that he recognized that there is some concern than none of these representatives have been attending MWWCA Executive Committee meetings or reporting back to MWWCA about JETCC. Gilles presented a schedule for the 2006 calendar year that shows who will be in attendance at the MWWCA Executive Committee meetings for the year. Gilles also reported that the next JETCC meeting will be on May 18 and this is the Annual Host Board Meeting. He noted that Steve Lane has been invited to this meeting to discuss a potential JETCC website. Gilles asked if the September JETCC meeting could be held in conjunction with the MWWCA Fall

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Conference. He spoke with Joan Kiszely and she said that it would not be a problem as long as he communicated with her about date, time and logistics so that she can ensure that a room is available for them. Gilles added that this year is the 10th Bi-Annual North Country Convention, November 1-2 and asked if MWWCA would like to be a co-sponsor. Mike Grove made a motion to participate as a co-sponsor for this event, seconded by Tom Wiley. All approved.

c. 40th Anniversary: Tom Wiley had nothing new to report this month.

d. MWUA Meeting?: Andy inquired about inviting MWUA to the July meeting. The consensus was that Andy just needs to pick a month and invite them. It was noted that some of the calendar information on the MWWCA website need to be updated. Andy to work with Margaret to update and get onto website.

11. Adjourn: Al Jellison made a motion to adjourn, seconded by Howard Carter. All approved to adjourn the meeting at 12:31pm.