

**Maine Wastewater Control Association
Executive Committee Meeting
Friday, July 22, 2005
9:00 am
Spruce Point Inn, Boothbay Harbor, ME**

Present: Vivian Matkivich, Dan Bisson, Ron Letarte, David Anderson, Tom Wiley, Mike Grove, Howard Carter, Janet Abrahamson, Greg Cataldo, Phyllis Rand, George Laney, Andre Brousseau, Mac Richardson, Dennis Merrill, Darold Wooley, Elizabeth Cutone, Joan Kiszely, Margaret Langhill, Al Jellison, Andy Rudzinski, Brad Moore, Mary Waring, Stuart Kay.

1. Call to Order: President Vivian Matkivich called the meeting to order at 9:20am.
2. Introduction of Guests: Vivian Matkivich welcomed all guests.
3. Approval of Minutes-June 17, 2005: Mike Grove made a motion to approve the Executive Committee meeting minutes of June 17, 2005. Darold Wooley seconded the motion. All approved.
4. Treasurer's Report: Dan Bisson reported on the financial reports for May 2005. As noted at the last meeting, Dan has worked with MMA to make some corrections and adjustments for items processed to the incorrect account numbers. Only one item of \$85.57 for postage from the October 2004 MMA bill should be transferred to supplies account. This will be corrected on the July financial reports. Dan noted the close coordination with MMA has been effective in reducing the numbers of changes necessary. Mac Richardson made a motion to accept the May 2005 Financial reports, seconded by Mike Grove. All approved.
5. DEP Representative Report: Dennis Merrill was in attendance for Brian Kavanah. He reported that the hearing on the toxics rule went well with no surprises. Dennis reviewed personnel changes at DEP. He noted that the Bond package was approved, but the amount is still unknown. There will be a meeting with the University of Maine President to discuss wastewater training. Dennis briefly mentioned an article in the O&M News on BOD holding times and indicated that the DEP issued a follow-up letter. He noted that the TMDL for the Androscoggin was approved by the EPA. Vivian mentioned that the BOD policy letter is in the correspondence file being passed around, and that a letter from DEP regarding SRF discussions also are in the correspondence file.
6. NEWEA State Director's Report: Howard Carter discussed nominations for NEWEA awards. Steve Lane was nominated for the Operator of the Year Award and Greg Cataldo for the Peloquin Award. Dan Bisson made a motion to accept these two nominees, seconded by Tom Wiley. All approved. Howard added that next year's search for nominations would begin formally during the MWWCA Spring Conference, where a nomination board would be displayed. There was brief discussion on the nominees for the Quarter Century Award. The following people were nominated: Tony Gordon, Mike Grove, Al Jellison and Steve Tapley. Phyllis Rand noted that there has been a nomination for the WEF Laboratory Award.

7. NEWEA-MWWCA Discussion Items:

- a. NEWEA-NEIWPCC WWTF Labor Market Questionnaire: Vivian Matkivich reported that MWWCA was asked to distribute a questionnaire to membership and the intent is to do this through the email system. The request is in the correspondence folder. The questionnaire is with regard to the potential for labor shortage in the water field, and they are looking to submit a grant, but would like to do the survey first for feedback. Vivian noted that she would like the information gathered from this survey to be shared with MWWCA as this information will be helpful for the training program MWWCA is working on with the Maine Community College System, the Department of Labor and the DEP.
- b. Operations Challenge-WEFTEC 2005: Elizabeth Cutone reported that three teams will be going to Operations Challenge in Washington DC for November 1st. The teams will be registered through NEWEA, and will get some funding. The funds will go to the Treasurer, and will be roughly the same amount as last year.
- c. Cooperative Efforts: ASA Presidents Meetings, Congressional Briefing, WEF/NEWEA Awards Program, WEF/NEWEA Specialty Conferences, Stockholm Jr. Water Prize: Vivian Matkivich reported that she has enjoyed the ASA Presidents meetings and that she has been able to network with the other Associations' Presidents. She noted that there is a lot going on that MWWCA can do in a joint effort. Phyllis Rand thanked the MWWCA Executive Committee for the invitation to this Executive Committee Meeting. Phyllis briefly reported on the ASA Presidents Meetings and noted that they are done to get everyone together to discuss challenges and opportunities. The 2006 Leadership Workshop that was cancelled last year due to weather, will take place this year, and the topic is "50 Quick Tips that Every Association Should Know."
- d. Congressional Briefing: Greg Cataldo reported MWWCA is an integral part of the program in Washington and the Maine Delegation has been very supportive.
- d.
- e. Elizabeth Cutone reported that there will be a Government Official Award-this is a brand new WEF award, and the deadline for nominations was June 30th. Maine has nominated Senator Olympia Snowe. Elizabeth will report back when she has more information about the award
- f. WEF-NEWEA awards-Vivian remarked that these joint awards work well, and that this is a good program. George Laney noted that the committee is made up of three past presidents, with the most senior serving as chair, and the five state directors. George passed out a breakdown of all of the awards, and gave a brief overview. George also gave information about serving on the Executive Board of NEWEA.
- g. Specialty Conferences-Elizabeth Cutone reported on all of the specialty conferences coming up and noted that this full list is on the NEWEA website. NEWEA is working on hosting a joint specialty session with JETCC and will report back to the Executive Committee once more information is available. Elizabeth gave a brief overview of the National Collections Systems Conference in Boston.

- h. Stockholm Jr-Vivian Matkivich reported that this was the first year that Maine submitted a candidate-Ashley Malinowski. She did not win, but said that it was a fulfilling and fun experience. The winner of the Stockholm Jr. Award was from Portland, Oregon. Vivian thanked Darold Wooley, Al Jellison, and Andy Rudzinski for their hard work to get this program off the ground. Elizabeth Cutone gave a brief overview of NEWEA's effort to raise funds for this program. This past year, they sent four students with their teacher to attend the conference.
8. President's Report-Correspondence File: Vivian Matkivich passed around the correspondence file and gave a brief overview of contents.
9. Nominations for Second Vice President: Vivian Matkivich opened the discussion and asked Andy Rudzinski to report on the nominations for 2nd Vice President. Andy Rudzinski reported that Chuck Applebee was recruited as a nominee. Chuck graciously accepted. There was brief discussion on the protocol for nominating an Executive Committee member. Vivian thanked Chuck for being willing to participate as a nominee for 2nd Vice President of MWWCA.
10. Committee Reports:
- A. Convention: Tom Wiley reported that he will be at the Boy Scout Jamboree WEF booth, and thanked MWWCA for the sponsorship. With regard to Fall Convention, he reported that there are currently 32 vendors, 3 Meet & Greet sponsors, 3 hole sponsors, and 7 signed up for golf. Tom noted the golf tournament conflict with the NEWEA golf tournament and mentioned that this had been discussed at the last ECM. Tom noted that he and Joan are working to get the deadline for the overnight accommodations extended, and reviewed the basic logistics for convention. He thanked everyone for their hard work so far.
 - B. Past President: Darold Wooley - no report.
 - C. Laboratory Committee: David Anderson - no report.
 - D. Personnel Advancement Committee: Janet Abrahamson reported on the tech sessions for the fall conference. She reviewed the topics and the speakers with the Executive Committee. She noted that there will be two different vendor sessions to encourage vendor time. Janet also reported that the Operator exchange will be with Rhode Island this year, but she has not had any names submitted yet. Chuck Applebee indicated they might have an operator interested from Gardiner and requested additional information. Lastly, Janet noted that she is looking for moderators for the tech sessions and that she will be sending an email to recruit moderators.
 - E. Collection Systems: Lenny Blanchette was absent, but Stuart Kay reported that the Collection Committee has not met in the last couple of years, and that the Charles Perry award has not been issued in a couple of years as well. Stuart indicated he has scheduled a meeting with Charles Perry next week. After initial discussions with him, Charles indicated he wants the funds to be in a comfortable place, and if necessary, will make changes to the original documentation, if necessary, to streamline this process. Stuart reported that he has done all of the necessary research, and he assured the Executive Committee that the funds are intact, and will have more information by Friday of next week. He will report again at the next Executive Committee meeting. He

apologized for the delay in addressing this issue, and promised to have it resolved quickly.

- F. Ops Challenge Coordinator Report: Tony Gordon was absent, and did not submit a written report.
- G. Membership Committee: Chuck Applebee reported that the membership has increased by 8 members since the last meeting.
- H. Safety Committee: Al Jellison had nothing new to report.
- I. Public Relations Committee: Brad Moore reported that the booth will be available for fall convention. He is looking for pictures from different plants, and would like everyone to send him some. 8x10 size is best, or by email. Brad mentioned that if there are any other items committees would like to display, to please send to him. The Posters for the Clean Water Week Contest have not yet been printed, but will be ready shortly. The Governor has not yet firmed up a date with him for the presentation. A suggestion was made to try and arrange for the Governor to receive these at the Fall Conference. The bookmarks for the three winners will be done up as well. There is room for text on the backside of the bookmark and Brad is looking for some ideas on what this text should be. There was brief discussion on membership brochure and that Brad feels that there should be more people on this committee
- J. Vice President: Andy Rudzinski reported on the Maine Stream Team Program. This program is on the Maine.gov website and Andy passed around copies of the home page. He gave a brief overview of the program and after speaking with Brian Kavanah, offered to have a representative present at the next Executive Committee meeting to discuss this program. Andy feels that this is a great educational program for kids, and would like MWWCA to consider getting involved.
- K. Government Affairs Committee: Mike Grove reported next Friday is the first meeting with regard to the degree program for Wastewater Treatment. Mike also reported that he is in the process of obtaining a new lobbyist and hopefully will be able to announce the candidate at the next meeting. Mike also noted that the Bond package is in the hands of the NSA and that he has no information on it as of yet.
- L. Pretreatment Committee: Ron LeTarte reported that the next committee meeting will be August 4th, to work on local limits and development of a standardized sewage ordinance to provide guidance on conflicts with state rules, water quality standards and plans to provide feed back to the board in early September. They inspected a private facility in Biddeford for the pretreatment award.
- M. Awards Committee: Mary Waring reported that she needs to know if there will be a Charles Perry Award. She also noted that she needs to hear from Vivian Matkivich if there will be a Presidential Service Award. Mary noted that she sent out an email, which was distributed, for the Roger Gagne Award for long term service. Tim Levasseur, Tom Wiley, and Howard Carter have been nominated for this award.

- N. Communications Committee: Mac Richardson reported that he has a proof for issue 94 of NEWWN and gave a brief overview on the contents. Mac asked if he should continue to list Karen Brown-Mohr as the lobbyist, and Mike Grove said no. Mac added that he is always looking for more information for upcoming issues. Al Jellison asked if the Safety Committee name could be changed to him.
- a. Residuals Management Committee: Jeff Pinnette was absent and did not submit a written report.

11. Old Business:

- a. Charles Perry Trust Fund-discussed during Collection Systems report.
- b. 2004 Audit-Dan Bisson has not heard from Sarah Ledoux yet. Joan Kiszely to follow up.
- c. Invitation to MCCS/Maine DOL or Operator Training Meeting-Mike Grove and Andy Rudzinski will be going to this on July 29th, in the Salisbury Room at Maine Municipal Association.

12. New Business:

- a. MWWCA 40th Anniversary 2006: Ad Hoc Committee: Vivian Matkivich opened a discussion on what MWWCA is going to do to celebrate its 40th anniversary. Andy Rudzinski would like to see a committee formed, and he will form the committee. Dan Bisson made a motion to form an Ad Hoc Committee, seconded by Al Jellison. All approved. Andy Rudzinski, Al Jellison, Tom Wiley, and Mary Waring will serve on this committee.
- b. Agenda August 19, 2005: Maine Stream Team, Charles Perry Award, chairs whose terms are up, Ops Challenge coordinator, communications, public relations.

13. Adjourn: Al Jellison made a motion to adjourn, seconded by Dan Bisson. All approved to adjourn the meeting at 11:47am.