

FINAL

MWWCA Executive Committee Meeting
Friday, July 25, 2008
Sugarloaf – Carrabassett Valley, ME
9:00 A.M.

MINUTES

Attendance: Chuck Applebee, Travis Peaslee, Greg Kidd, Jeff McBurnie, Brad Moore, Al Jellison, Steve Sloan, Mac Richardson, Sterling Pierce, Ryan Wadsworth, Paul Rodriguez, Andre Brouseau, Dan Bisson, Tom Wiley, Mary Waring, Brian Kavanah, Jim West, Leonard Blanchette, June Mooney, Joan Kiszely.

Call to Order: President Chuck Applebee called the meeting to order at 9:00 am.

Introductions

Government Affairs Report:

Paul Rodriguez: Absent. Submitted a report. Please see report on website.

Jim West, Portland Water District. Board of Trustees approved to submit legislation dealing with the subject of disposable wipes. They feel they need support from the MWWCA. Portland Water District will pay for the lobbyist and the research, but they do not want to stand alone. They are looking at a couple of options. They are looking at a surcharge on wipes at the wholesale level. They are looking at health issues with the disposable wipes. His purpose today is to seek approval from this board to endorse this legislation. If approved they would like to meet with Brian Kavanah and MWWCA. He seeks other entities also that may be able to support PWD in this endeavor.

Motion made by Jeff McBurnie, seconded by Mary Waring, for MWWCA to support the wipes legislation and serve as the face of the effort. There was a brief discussion on the concept of the surcharge. Key issue would be how they deal with the money aspect. Jim West noted they looked at this issue with the PWD Board in great length. Other options would be considered. The intent of this motion would be for the Government Affairs Committee to work with the PWD to develop a strategy for addressing the issue. When Government Affairs sends out an agenda and minutes, the President will request they go to the entire Executive Board. All approved.

Legislative Advocate: Tom Wiley distributed a report from David Anderson. See report on Website. David & Paul Rodriguez would like the Board to approve paying Andrew Gilmore \$2,500. Tom noted that the \$2,500 was compensation for all his efforts. Mac Richardson noted he would rather pay Andrew Gilmore for exactly what we owe him rather than just paying him the \$2,500. Chuck Applebee noted that it was an estimate on what they budgeted for Andrew Gilmore. Motion made by Al Jellison, seconded by Mac Richardson, to request an invoice of \$4,100 and to pay the full amount that MWWCA owes him. All approved.

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Approval of Minutes: Mary Waring made a motion to accept the minutes of May 15, 2008, seconded by Mac Richardson. All approved!

June Conference Call Notes

Treasurer's Report: Dan Bisson reported on the April financial report. He noted that everything was in order. Motion made by Al Jellison, seconded by Jeff McBurnie, all approved the April financial report as presented.

Dan Bisson reported on the May financial report. Motion made by Al Jellison, seconded by Mary Waring, all approved the May financial report as presented.

Dan Bisson reported the auditor has completed all the field work. He noted that Malcolm was at MMA for one day to gather everything. Dan feels that Malcolm is through with the audit and believes that he will provide a report within a month.

Dan Bisson also reported that one of the Association's two CD's is coming due. Up until now they have been giving great rates. He was just notified recently that the rates will be extremely low for a renewal. He is proposing an ad hoc committee or task force to look at the Association's assets and what they should do at this time with the money. He feels that MWWCA should look at possible investments. It was suggested that the auditing committee be the ad hoc members. Dan recommends that they take the money in the CD that is coming due and put it in a money market account for now. Motion made by Mac Richardson, seconded by Tom Wiley, all approved to give Dan Bisson permission to put the CD into a money market or CD. Motion made by Mary Waring, seconded by Mac Richardson, to redefine the Audit Committee to be the ad hoc long-term investment committee, all approved.

DEP Representative Report:

Brian Kavanah reported on laboratory certification issues. Matt Sisca from MEDHHS discovered unsatisfactory laboratory documentation on audits completed at Northeast Laboratory between January '07 and March '08. The audit was performed at the request of DEP. DEP has no procedure for handling outside laboratory issues, so they drafted a letter to NEL's customers, informing them of the audit results and letting the laboratory community know that the DEP is aware and following closely. DEP has no regulatory authority over lab. DHHS has authority over certification and can revoke if warranted. DEP only has authority over customer and permit (WWTP). DEP has no plans to further pursue commercial laboratory compliance; no enforcement action can be taken. DHHS gives labs 30 days after audit to fix non-compliance or certification can be withdrawn. Documentation is the main issue. DEP informed all customers that they are ultimately responsible for results and must request periodic data from commercial labs to ensure they are testing and documenting properly. Concerns were raised about customers' ability to validate commercial labs certification/practices. A set of guidelines from DEP would be helpful for customers to understand appropriate steps to take in evaluating laboratories' performance.

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ECHO is EPA's online compliance system. Validation of data pulled from PCS system is sometimes in question. Effluent violations as well as the significance of violations are all displayed on ECHO report. Violation codes seem to be carrying over each quarter even though violations have been resolved. DEP is tracking why codes are not removed. They believe this is an EPA problem and will work with them on this issue. Brian will report on progress on DEP's handling of issues such as missing DMR's and N codes. E-DMR is evolving, and roughly 10 facilities per month are joining with Dick Darling's guidance. E-DMR will alleviate the issues with DEP's data input. Facilities should track ECHO report and ensure all data online is valid. Check monthly and use online error reporting to inform DEP that data is incorrect.

Septage Rules. A survey was sent out with good response. Internal draft of septage rules is circulating at DEP and remaining issues should be resolved in the next couple of weeks. It looks like the 1% rule may be changed, though few requests for increased volume were received. Brian will check with DEP to see if they have a better handle on what facilities in the state are receiving septage.

NEWEA State Director: Brad Moore reported Art Robinson from Massachusetts would be our guest for the Operators' Exchange at the Fall Conference. Bob Waterman will be the Operators Exchange participant from PWD to Massachusetts.

Jeff McBurnie and Paul Rodriguez were nominated for the Peloquin Award.

Brad noted that NEWEA is moving forward with the Academic Task Force. They are trying to gauge the level of interest. NEWEA is attempting to get contributions from utilities. A board would be set up to review the proposals. They want two projects initially. This will not go anywhere if they cannot fund the project.

Committee Reports:

The President's correspondence file was passed around for review.

- ❖ Laboratory Committee – June Mooney reported that the committee has not met lately.
- ❖ Convention Committee – Travis Peaslee reported the Vendor Packet went out two weeks ago, and the Attendee Packet is almost ready. The Fall Conference arrangements are pretty much wrapped up. A new event this year will be a tour of the Bethel WW Treatment Plant.
- ❖ Personnel Advancement Committee – Greg Kidd reported that the agenda for the Fall Convention is completed. He noted that Travis Peaslee did a good job assisting him by keeping on him to pull the agenda together.

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- ❖ Public Relations – Ryan Wadsworth reported that he and Chuck went to the State House to present the Clean Water Week Poster at the Governor’s office. It was suggested that we try to get some publicity for this.
- ❖ Communications Committee – Mac Richardson reported that Heidi Gage has not been in contact with him in several weeks. He asked that if anyone sees her, to please contact him. He noted we should have had an issue out two months ago. He has not heard from Heidi since the end of March.
- ❖ Safety Committee – Al Jellison reported
- ❖ Collection Systems Committee – Steve Sloan reported they have not met recently.
- ❖ Golf Tournament: Steve Sloan noted that donations are tight this year because of the economy. He has gotten a couple of verbal commitments.
- ❖ Residuals Management Committee – Jeff McBurnie – no report.
- ❖ Operations Challenge Committee – Travis Peaslee reported
- ❖ Awards Committee – Mary Waring reported that the Gagne Award would be presented at the Fall Conference. It was noted that the Charles Perry Award would be awarded in the Spring. There will be no Pre-treatment Award this year. Mary asked Brian Kavanah to check on DEP Awards and get back to her ASAP. The Government Affairs committee has decided to give a Service Award to Senator Bartlett.
- ❖ Web Developer – Steve Lane – absent – no report.
- ❖ Pretreatment Committee – Mike Micucci – absent – no report.
- ❖ First Vice President – Tom Wiley reported that he met with his company attorney in regards to CLF and cautioned the board.
- ❖ Past President – David Anderson absent – no report.
- ❖ Second Vice President: Andre Brousseau reported on possible changes to lifetime membership benefits, but it has been decided to keep it the same for the time being.

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New Business

- ❖ **JETCC:** Leonard Blanchette reported that the North Country Convention is a work in progress. He said that this convention will not take place this fall and has been moved to April of 2009. They will be scheduling two six-hour sessions in the spring.

JETCC Boot Camp: Leonard Blanchette reported that the goal for this is to help operators improve their management and operational skills. Training is one day a month for twelve months. The class ended up with 13 in attendance. The program is set up for students to be nominated by the employers. The MWWCA Personal Advancement then would choose the students. The goal is to have a voluntary MWWCA certificate for them to be recognized. They will possibly change the name from Boot Camp to Management Training. They would like to do an introduction to this at the Fall Convention and possibly do the first class. They realize that MWWCA does a scholarship program and would be requesting this to qualify. They would like to work with the Personal Advancement Committee to come to this Board with a proposal. Dick Darling put together draft summary of this Boot Camp and Leonard gave a quick report on this with the Board. Consensus that the Personal Advancement Committee will work with them on this and bring more information back to the board.

Adjournment: Motion made by Al Jellison , seconded by Dan Bisson, all approved to adjourn at 11:15 a.m.