

Approved

**MWWCA Executive Board Meeting
Friday, July 19, 2013
Brunswick Sewer District
Brunswick, Maine**

MINUTES

Attendance: Travis Peaslee, Aubrey Strause, Tom Connolly, Al Jellison, Jeff McBurnie, Matt Timberlake, Mary Waring, Matt Bodwell, Mac Richardson, June Mooney, Lenny Blanchette, David Anderson, André Brousseau, Peter Goodwin, Scott Firmin, Dave Beauchamp and Joan Kiszely.

Absent: Tom Wiley, Brian Kavanah, Paula Drouin, Dan Welch, Steve Lane, Chuck Applebee, Alex Buechner, Mike Stein, Chris Higgins, John Leslie.

Call to Order: President Travis Peaslee called the meeting to order at 9:15a.m.

Approval of Minutes: Motion made by Jeff McBurnie, seconded by Aubrey Strause, all approved the minutes of June 21, 2013 with changes.

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

Al Jellison reported he is waiting on audit quotes from businesses to audit MWWCA books. Aubrey Strause reported she would like to open a separate account for the non dispersibles pilot project (in cooperation with INDA). She indicated that any donations that come in will be dedicated to that fund. This will just be used for the campaign. Motion made by Jeff McBurnie, seconded by André Brousseau, all approved to allow MMA to add a separate account for the non dispersibles pilot project as long as this doesn't impact MWWCA with the IRS.

DEP Representative: Brian Kavanah emailed the following report:

DEP Update for MWWCA Meeting 7/19/13

Submitted by:

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

brian.w.kavanah@maine.gov 287-7700

Recent Comments from EPA on MEDES Permits

Recently DEP received comments from EPA on a draft permit that has a CSO related bypass. While these comments were received in regards to the renewal of a single facility, they may have implications for 15 other facilities that have similar types of discharges.

The DEP has compiled the discharge data from each of the 16 facilities to determine the potential implications of these comments and distributed the information to the facilities and on June 13 met with some of these facilities and MWMCA to discuss the issue.

Approved

DEP Representative: Brian Kavanah emailed the following report:

The DEP has also discussed this issue extensively with EPA and drafted a letter to EPA that summarizes our understanding of the issues. EPA has recently provided comments on that letter and based on a subsequent discussion with DEP, EPA is revising their comments on the letter.

Once we have EPA's final review of the letter DEP will provide the 16 facilities and MWWCA a copy of the draft letter that will serve as a basis for a meeting between DEP, EPA, MWWCA and the 16 facilities. This meeting has not yet been scheduled.

Toxics Rulemaking – Inorganic Arsenic Criteria

On January 14, 2013, the Department submitted the revised Chapter 584 and Public Law 2011, Chapter 194, to EPA for review and approval as part of the water quality standards docket. This law and rule revise the inorganic arsenic criteria. On May 16, 2013, EPA issued a letter to DEP approving the revision to the inorganic arsenic criteria. However, EPA stated in the letter that the approval does not extend to waters that are within Indian territories and that EPA was seeking public input on the applicability of the revised arsenic criteria to waters within Indian territories before completing its review.

DEP has notified EPA that DEP regards these standards to be in effect throughout the state. DEP is preparing to issue 30-day public comment draft modifications for all permits that currently have limits for arsenic and inorganic arsenic based on the revised criteria. These draft permits will be sent to all permittees and to EPA for review and comment.

Status of Discharges Report

The Department's annual Legislative Report Status of Licensed Discharges is available. The report summarizes a variety of licensing, compliance, enforcement, and needs information for POTWs. The report is available on the DEP's website at: <http://www.maine.gov/dep/legislative/reports.html>

CSO Information

The Department's annual report of status of CSO abatement was recently completed and is available on the Department's website at: <http://www.maine.gov/dep/water/cso/>

NEWEA State Director: Peter Goodwin reported he is working on the NEWEA Awards Nominations.

Old Business:

2013 Strategic Planning Session Review

Conduct a session at the fall convention with members: Travis Peaslee reported they will host a session after lunch with members.

Build on previous affiliation activities: Tom Connolly reported he is working on renewing our relationship with the Maine Clammers group.

Develop accurate Vendor email list: André Brousseau reported the list is updated.

Sponsorship Opportunities levels: André Brousseau reported he will work with Joan Kiszely to draft a flyer on sponsorship opportunities.

Approved

Develop criteria for choosing Fall Convention location: André Brousseau indicated he will bring the criteria for choosing the Fall Conference location to his vendor round table at the fall convention. He also indicated that there are few venues that can handle our convention and price is often the biggest factor.

Website Member Services: Aubrey Strause reported because we are discussing a name change it would be premature to make too many changes until the name issue is settled. She will work on developing a job description for the new website designer. Matt Timberlake would like a Water page link added to the long term list.

New Business:

Government Affairs Committee Representative: David Anderson emailed the following Legislative Update:

LD #	Title	Sponsor	Cmte	Cmte Vote	Final Disp.	Link to Law
138	An Act To Amend the Laws Governing the Issuance of Bonds That Have Been Ratified by the Citizens of the State	Keschl	AFA	Carry Over	Carry Over	
904	An Act To Clarify When Bonds May Be Issued	Carey	AFA	Carry Over	Carry Over	
965	An Act To Improve Maine's Underground Facility Damage Prevention Program	Beaulieu	EUT	Carry Over	Carry Over	
1010	An Act To Authorize a General Fund Bond Issue To Ensure Clean Water	Chipman	AFA	Carry Over	Carry Over	
1455	An Act To Authorize a General Fund Bond Issue To Ensure Clean Water and Safe Communities	Goodall	AFA	Carry Over	Carry Over	
1483	An Act To Promote and Enhance State Policy To Preserve and Support Existing Methods of Disposal of Municipal Solid Waste	Cain	ENR	Carry Over	Carry Over	
1492	An Act To Authorize a General Fund Bond Issue To Strengthen Maine's Economy and Communities	Katz	AFA	Carry Over	Carry Over	
1532	An Act To Provide Model Language for Standard Sewer District Charters	Cleveland	EUT	Carry Over	Carry Over	
LD #	Title	Sponsor	Cmte	Cmte Vote	Final Disp.	Link to Law
239	An Act To Improve the Return to the State on the Sale of Spirits and To Provide a Source of Payment for Maine's	Flood	VLA		Dead	

Approved

Government Affairs Committee Representative: David Anderson emailed the following Legislative Update:

	Hospitals					
644	An Act To Strengthen the State's Wholesale Liquor Business	Goodall	VLA		Dead	
845	An Act To Change the Classification of the Lower Androscoggin River	Daughtry	ENR	MAJ: ONTP MIN: OTP	Dead	
907	An Act To Encourage Recycling	Stanley	ENR	ONTP	Dead	
1363	An Act To Ensure Landfill Capacity and Promote Recycling	Chipman	ENR	MAJ: OTPA MIN: ONTP	Finally Passed	Resolve 46
141	Resolve, Directing the Department of Environmental Protection To Develop Quantitative Odor Management Standards	Fredette	ENR	MAJ: OTPA MIN: ONTP	Finally Passed	Resolve 43
250	An Act To Make Supplemental Appropriations and Allocations for the Expenditures of State Government and To Change Certain Provisions of the Law Necessary to the Proper Operations of State Government for the Fiscal Year Ending June 30, 2013 [BUDGET - PART G]	Gov's Bill	AFA	OTPA	Passed to be Enacted	PL 1
694	An Act To Clarify Solid Waste Policy	Cain	ENR	OTPA	Passed to be Enacted	PL 244
1342	An Act To Ensure Just and Reasonable Sewer Utility Rates	Treat	ENR	OTPA	Passed to be Enacted	Vetoed
1546	An Act To Strengthen Maine's Hospitals, Increase Access to Health Care and Provide for a New Spirits Contract		VLA	MAJ: OTP MIN: OTPA	Passed to be Enacted	Vetoed
1555	An Act To Strengthen Maine's Hospitals and To Provide for a New Spirits Contract	Flood	AFA	OTPA	Passed to be Enacted	PL 269

John Melrose 2014 Contract: David Anderson reviewed John Melrose's proposed contract for 2014 with the board.

Approved

The primary changes in the contract are to add to assist with public policy matters, and compensation between July 1 and December 1. His hourly rate of \$180 would be from July to December 1 for any work he does for MWWCA. It was noted he would need prior authorization before he moves forward on any work for MWWCA between July 1 and December 1.

Motion made by Mac Richardson, seconded by Jeff McBurnie, all approved to renew John Melrose's 2014 contract as MWWCA Legislative Advocate and Public Policy Advisor.

Update on Non-perishables: Aubrey Strause emailed the following report:

**Update on Non-Dispersibles
MWWCA Executive Committee Mtg
July 19, 2013
Aubrey Strause, PE (Verdant Water)**

- MWWCA did not submit a proposal to WERF for funding toward the “Don’t Flush Baby Wipes” 2013 Pilot Education Campaign. As the July 10 deadline approached, it became clear that we didn’t have enough details about (consensus on) the Scope of Work, the budget, or the timeline to include, and there had not yet been a decision about the firm that would be used. INDA was not able to provide resumes for any of its 15-person project team to include in the proposal. These were all critical pieces of the proposal. MWWCA will continue to look for other grant programs that could be used to support this work.
- Aubrey met with Burgess Marketing and Advertising on July 10 to help them respond to INDA’s request for a new proposal to assist with the “Don’t Flush Baby Wipes” 2013 Pilot Education Campaign. We hope that this investment of time will help Burgess’ proposal meet both INDA’s and MWWCA’s goals for the outcome of the Pilot Campaign.
- The national team is preparing formal comments on INDA’s Third Edition of the Flushability Assessment Guidelines, referred to as ED3. This document was rolled by INDA to its members in June 2013, although had obviously been put into place well before that: products bearing a new NSF “Flushability” Certification arrived on store shelves the day after ED3 was rolled out, meaning that testing was being completed, and packaging and labeling being reworked, months earlier. The national team was provided with an “advance copy” three days before ED3 was made available to INDA members.
- Scott Firmin (Portland Water District) is coordinating an article for publication in the **NEWEA Journal**. This feature would summarize the ND issue in an effort to raise regional awareness – and hopefully increased engagement – through the NEWEA CSC Flushable Subcommittee that he chairs. It will introduce and summarize the NEWEA position paper, update NEWEA members on the efforts to work on the issue (including the Maine pilot education campaign), national efforts (including the American Public Works Association [APWA] and the National Association of Clean Water Agencies [NACWA] as well as those listed in other bullets, below), review some case studies in Rhode Island and Massachusetts, and announce a survey NEWEA will host (similar to the one Maine did a few years ago).
- There is a national meeting at NACWA in Washington, DC on July 25, aimed at discussing ED3 as well as the National Strategy being developed by the water quality associations. MWWCA and our national team partners will call into this meeting. MWWCA will participate in a WERF proposal being coordinated by WEF, NACWA, and APWA that will help fund the National Strategy.
- WEF delegate Howard Carter and other members of MWWCA continue to participate in monthly conference calls of the **WEF House of Delegates** Non-Dispersibles Workgroup. The HOD Workgroup is focusing on educating members of Congress about this issue, pushing for standards on “flushability” (in conjunction with the WEF Collection Systems Committee), and expanding outreach and communication to the public.
- Scott and Aubrey will represent Maine in a Non-Dispersibles Panel Discussion at **WEFTEC 2013** in Chicago, IL in October. WEF blocked out valuable time in the WEFTEC schedule for this panel discussion because of the rapidly-growing interest on the issue, and invited the HOD Non-Dispersibles Workgroup to put together the program and select panelists.

Update on Non-perishables: Aubrey Strause emailed the following report:

- MWWCA has been invited by **national and regional APWA** leaders to write features on the ND issue for their publications. The national publication, “The Reporter”, has a distribution of 26,000, so this opportunity will help us extend outreach to a new group of public works professional who are experiencing problems with ND’s but who are not involved with state wastewater MA’s.
- Scott has been receiving completed **Pump Clog SOP** forms from around the country (!), but we always need more! Go to <http://www.mwwca.org/PumpClogSOP.pdf> to download a blank form.
- We are always looking for people willing to help with legwork and outreach on this issue . Please contact me (aubrey@verdantwater.com) or Scott (sfirmin@pwd.org) if you’d like to get involved.

Laboratory Committee: June Mooney had no report.

Membership: Chris Higgins was absent.

Pretreatment Committee: Tom Wiley was absent.

Personnel Advancement Committee: Mike Stein was absent.

Aubrey Strause reported that the session map is out. The credits have been confirmed with Dick Darling. Once Mike Stein finalizes the session map it will be forwarded to MMA so they can get it out. They will be asking the NEWEA President to be the keynote speaker. She would like everyone to spread the word on the operators scholarship.

Convention Committee: André Brousseau reported on the following:

MWWCA 2013 Fall Convention

- Vendor Packet was mailed out the week of July 1st.
- Attendee Packet – Joan Kiszely is waiting on the final session map so she can get the Attendee Packet out.
- Joan Kiszely and André will do a site visit and attend a meeting with Sugarloaf the weekend of August 9th to confirm logistics, golf tournament, etc.
- The MWWCA Spring Conference is scheduled for April 17 & 18, 2014 at the Black Bear Inn, Orono.
- The MWWCA Fall Convention for 2014: Waiting on proposals from Point Sebago and Cross Insurance (Bangor Civic Center).

Public Relations: Matt Timberlake distributed the following written **COMMITTEE REPORT:**



Public Relations Committee Report

July 2013 Prepared by: Matt Timberlake

1. Proposed changes to the Public Relations Committee structure have been forwarded to the Executive Committee for action.
2. Androscoggin Land Trust Paddle after hours - September 2013 co-coordinated with YP Committee
3. Fall convention agenda for Clean Water Week poster contest winners - Lunch and presentation?
4. Get actively involved in newsletter article generation. This needs to be an outlet for PR Committee.
 - A. Bios of operators and collection system personnel
 - B. "Fire chief project" articles - PR work done by WWTP operators and staff

Matt Timberlake matt@tedberrycompany.com 207-897-3348 office 207-754-4282 cell

Communications Committee: Mac Richardson reported on the following:

Needs all newsletter articles in by August 9th

Mac Richardson noted the articles he is hoping to include in this issue:

- Non-Point Source
- Name Change
- Treatment plant for Oxford Casino
- Paul Rodriquez moving to Portland Water District
- Position Openings
- CSO Blending Issue
- Operator Scholarship
- Member Profile
- Brunswick Sewer Plant
- Fire Chief Project

Safety Committee: Al Jellison reported that there is nothing new to date.

Approved

Collections Committee: Matt Bodwell offered the following **COMMITTEE REPORT:**

July 16th, 2013

Collections Systems Committee Report

Next Meeting: August 27th at Ted Berry Co. at 11 am (tentative)

- Asset Management Class
 - o It is understood that we will be hosting a 1 hour session at the MWWCA Fall Convention. We will use part of our next meeting to discuss what we want to include from our class at that session.
 - o In the spring of 2014 we will aim to hold an Asset Management v2.0 class with a higher focus on the GIS aspect to suit the requests of the attendees. Matt Bodwell will contact Leann Hansen to confirm what she feels the industry would need to see how much more GIS we want to focus on relative to our previous class.
- Jetting Class
 - o Ted Berry Co. and JETCC will be hosting a class on Jetting and has asked the Collections Committee to help promote it. Matt Bodwell will contact Matt Timberlake and MWWCA to see what we can do.
- Charles Perry Award
 - o The Charles Perry award is advertised prominently on the website at [this link](http://www.mwwca.org/?page_id=846) (http://www.mwwca.org/?page_id=846).
 - o Dave Beauchamp has offered to post a blurb about it in the Ted Berry newsletter.
 - o Nomination forms need to be in by August 26th so we can vote on it at the meeting on the 27th.
- Dig Safe
 - o Dave Beauchamp will confirm if Sean is still interested in attending the meetings.
 - o Stuart Kay has offered to partake in the meetings as well.
- New Business
 - o Investigate organizing a “Open House” type event for a large scale construction project. For example, Portland Water District’s upcoming pump station.
 - o Discussed doing a class with JETCC on pressurized sewers (private laterals).

Residuals: John Leslie was absent.

Operator Challenge: Alex Buechner was absent.

Industrial Representative: Dan Welch was absent.

Young Professionals Committee Chair: Paula Drouin was absent. Mary Waring noted that they got a nomination for the Young Professionals Award.

Awards Committee: Mary Waring reported that the following will be presented at the Fall Convention:

- David Anderson Award
- Gagne Award

Approved

- Goodenow Award
- Young Professionals Award
- President's Service Award
- Charles Perry Award
- Life Membership – Certificate for Tom Schultz
- Industrial – has not heard from Dan Welsh to date on this award
- Pretreatment Award – has not heard from Tom Wiley to date on this award

Mary Waring indicated she sent out an email on the Roger Gagne Award looking for nominations.

JETCC Committee Representative: Leeann Hanson submitted the following written COMMITTEE REPORT and Leonard Blanchette gave a brief update.



Maine Wastewater Control Association July 19, 2013

- > Soon we will send out the letters for the **2013-2014 Management Candidate School (MCS)** scheduled at Brunswick Sewer District starting in October. We will be finalizing the letter during the week of July 22 and will send it for review by the usual letter signers (MWWCA President, MWUA Director, DEP Commissioner & Terry Trott.) It is not too early for facilities and interested operators to contact us as expressing their interest.
- > The **Fall 2013 training schedule is well underway**. A few dates are already committed and others are falling into place daily. More information is coming soon but for now plan on a multi-week Basic WW class in Waterville, 2.5 day Wastewater Collection Systems class with NEWEA Exam in Brewer, and a number of other new classes in the works! Contact Leeann if you have something in mind or wish to host a class.
- > Thank you for getting **the Fall MWWCA Convention schedule to us in time for the July MCS!**

The last MCS classroom session was July 10 and DEP Commissioner Aho gave a great presentation on Working with your Regulators. Mike Stein & Ryan Wadsworth of Woodard & Curran led training on Construction Planning and Blueprint Reading which ended with hands on exercises that students really enjoyed. In August MCS students will conduct their exchanges. Some details are still pending on those. Graduation takes place on September 19 at the MWWCA Convention. Please direct Leeann as to who she should coordinate with on conference logistics.

- More detail on everything is due soon!
- The Fall Exam date is Wednesday, November 13, 2013.
- The deadline for that exam is September 27, 2013.

Approved

JETCC Committee Representative: Leeann Hanson submitted the following written COMMITTEE REPORT and Leonard Blanchette gave a brief update.

*Please contact Leeann directly if you have training needs, ideas,
or would like to assist with hosting or teaching a class.*

JETCC
PO Box 487, Scarborough, ME 04070
253-8020 www.jetcc.org

WEB Developer: Steve Lane was absent.

MMA Rep: Joan Kiszely had no report.

1st Vice President Report: Aubrey Strause had no report.

2nd Vice President Report: Tom Connolly wanted to know what the intent was for four representatives for four regions in the state. Travis Peaslee and Mac Richardson gave an explanation on the intent.

Immediate Past President Report: Jeff McBurnie had no report.

Other New Business:

Updated Committee Descriptions discussion

MWUA Meeting regarding Joint Conference: It was the consensus of the board that MWWCA is interested in continuing our involvement the Joint Conference along the lines of the past few years.

Peter Goodwin reported that the NEWEA Congressional Washington Breakfast is scheduled for April 8, 2014.

Adjournment: Motion made by André Brousseau, seconded by Jeff McBurnie, all approved to adjourn the meeting at 11:30 a.m.