

**Maine WasteWater Control Association
Executive Committee Meeting Minutes
Friday, June 15, 2007
9:00am
Maine Municipal Association, Augusta, ME**

Present: David Anderson, Chuck Applebee, Andy Rudzinski, Tom Wiley, Dan Bisson, Greg Cataldo, June Mooney, Mac Richardson, Travis Peaslee, Steve Sloan, Brad Moore, Mary Waring, Brian Kavanah, Dana Lee, Dean Dadmun, Joan Kiszely.

Absent: Howard Carter, Mike Micucci, Jeff McBurnie, Steve Lane, Andre Brousseau, Ryan Wadsworth, Karen Tangeman, Al Jellison.

1. **Call to Order:** President David Anderson called the meeting to order at 9:06 a.m.
2. **Approval of Minutes-May 18, 2007:** Mac Richardson made a motion to approve the Executive Committee meeting minutes of May 18, 2007 seconded by Steve Sloan. All approved.
3. **Treasurer's Report-Financial Reports April 2007:** Dan Bisson noted he has reviewed the April Financials. Mac Richardson made a motion to accept the financial reports for April 2007, seconded by Steve Sloan. Questions and answers in regards to some line items. It was noted by Mary Waring that the incorrect April Financial Reports were emailed to the board. They want the correct one emailed to the entire Board. They want the original scanned in PDF and emailed. Mac Richardson withdrew his motion, and Steve Sloan withdrew his second. All Approved. The Credit Card issue was discussed. The outcome was that the President will send a letter to the Executive Director of MMA, Finance Director, MMA Executive President, and he will contact other Affiliate Groups to see if they have an interest in having MMA move towards accepting Credit Cards and add them to the letter.

Membership Committee Line Item: It was discussed whether or not they want another line item. It was the consensus that for the rest of this year this will be charged into the 780-membership group. David Anderson noted that if next year they decide to have a line item this could happen.

It was noted that the Schedule of Accounts is one of the tabs on the Check Request Excel spreadsheet.

Audit Report: Dan Bisson reported that a lot changed in 2006 and because the budget went over \$100,000 we need to file a long form. Dan Bisson feels we need to get the books audited. Motion made by Mac Richardson to authorize Dan Bisson to get some proposals and fees from some Auditors, and to bring back to the board the proposals/fees to hire an Auditor, seconded by Mary Waring, all approved.

Greg Cataldo noted that maybe we get an opinion on how we move forward with the 501C. Sarah Ledoux will find out what the amount of this proxy tax by the end of this meeting.

Sarah Ledoux gave a brief report on the Finance Report and what they are working on to date. She noted that until they can work on the Fund balance report they are doing a manual excel spreadsheet for them. Sarah Ledoux went over what a Fund Balance is and reviewed the process that is in place. She noted that if anyone has a question for their Committee line items she could give them a report.

4. **DEP Representative Report:** Brian Kavanah reported that he appreciated all the work on the Bond Issue and thanked everyone. He read a letter from the Commissioner of DEP in appreciation of MWWCA work and success of the Bond.

Brian Kavanah also spoke concerning the bill, which would move oversight of Agricultural composting from DEP to the Agriculture department. The LD is 564. Chuck Applebee has more information. He noted that the Legislature's Website has not been updated with amendments. This bill is out of committee with a split vote and is with the Senate. He noted that there is a greater support for ought to pass. It was noted from Brian that there is a Position Paper already done up by DEP. The board has some concerns with this bill.

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All dischargers are going to get the DEP's records of their Mercury data. If there are any problems please let Brian know.

- a. Volunteers for MEPDES Fees Study: Brian Kavanah would like one person to work on this committee with him. There would probably be only three meetings.
5. Legislative Update: Motion made by Mac Richardson, seconded by Andy Rudzinski, all approved to have Dana Lee convey the resolve by the MWWCA Executive Committee that LD 564 would be harmful to Maine's Environment, and costly to the citizens.

Legislative Update: Dana Lee (Submitted)

Dana thanked the various MWWCA members who assisted with passing the environmental bond. He said bond bills like 1513, 1448, and 580 were all dead and rolled into the Governor's bond package

He recommended that we send postcards of thanks to legislators, governor's office, Environment Maine, DEP Commissioner and Me Water Utilities. He said he'd write the text if Margaret Langhill would coordinate the mailing with him.

Dana said that LD 352 (Appealing Rate Changes) was dead, as was LD 1353 (Comprehensive Study of CSO Progress). Said that LD 1573 (Investment Plan Req'd / Cannot Finance Developers, etc.) is dead, as is LD 1222 (Heavy Metals in Effluent). Said that LD 437 (Reporting Oil Spills) had become a resolve of two paragraphs directing DEP to develop guidance on memoranda of agreement and to offer outreach on oil spills.

Dana Lee would follow up with e-mails & position paper on LD 564, which moves regulation of commercial agricultural composters from DEP to Dept. of Agric. Many problems. Moving fast through House and Senate; need to act fast.

6. NEWEA State Director: Brad Moore reported that Operations Challenge came in third place at the NEWEA competition. He discussed the Pelouin Award & Operator of the Year Award. He is looking for nominations. It was noted that the board votes on some of these awards at the July meeting. Operators Exchange: Brad Moore reported that Nick K from Mechanic Falls is a new person in the field. He is interested in staying in the field for the long term. Tom Schultz wanted to know if he could have his name in for the Operators Exchange? Chuck Applebee noted he seems to be ambitious. The board felt if he is stepping forward this is a good thing. It was noted that if Brad Moore doesn't get any more nominations by the next meeting, then he could move on letting Tom Schultz know that Nick K would be considered. He will take this direction.
7. Correspondence: David Anderson passed around the correspondence file and reviewed the contents.
8. Committee Reports:
 - a. Past President: Andy Rudzinski reported he enjoyed spending the funds. No report.
 - b. 2nd Vice President: Tom Wiley – No Report
 - c. Conference Committee: Howard Carter absent. Joan Kiszely reported that the Vendor mailing is going in today's mail to all Vendors that were at the 2006 Fall Conference and to Potential Vendors. We also sent a Membership Letter from Travis Peaslee to those who are not current members to encourage them to join as a corporate member to save money on the 2007 Fall Vendor Conference Vendor Booth registration. An application to join also went into the mailing. Joan Kiszely noted she will be working on the Attendee packet, and her goal is to have this out in the mail by July 23rd. She requested that Greg Cataldo have the Tech Sessions material to her no later than July 17th. She reported that everyone with email would get the brochure via the membership List Serve. Those that do not will get a hardcopy. She also has gotten a complete list from Jay Pinpare of all Municipal Plants in the State of Maine. She will mail one Attendee Brochure to each plant with a cover letter requesting they post and share the information. She will also work with Travis Peasley to do a membership drive at the same time to encourage those who are not members to join. Joan Kiszely reported that all emails have been updated and that Margaret Langhill will continue to keep them updated on an on-going basis.
 - d. Collections Systems: Steve Sloan reported their next meeting is in Brunswick July 11th. They have a couple of nominations for the Charles Perry award. He may take Charles Perry

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to lunch. He also noted they are going to try and get a member on the NEWEA Collections Committee. Golf Tournament: Steve Sloan reported that Paul Sussman would assist Margaret Langhill with the Golf Registration, and the Operators Exchange committee will assist with signage.

- e. **Laboratory Committee:** June Mooney reported that Karen and she have received some communications. They are planning on having round tables on E-coli methods sometime this summer. There is confusion to why they don't compare.
- f. **Personnel Advancement Committee:** Greg Cataldo reported that they would be meeting in the next few weeks, and will have the Tech Sessions to Joan Kiszely by July 17th. He reported that a one-day session is slated for Collections Systems Training. He noted that we have an invitation out to Bob Varney, Director of Region I to be the keynote speaker at the Fall Convention.
- g. **JETCC:** Dean Dadmun reported on the following:
 - JETCC Funding Bill Status: This bill ought to pass.
 - Wastewater Treatment Certification Exam
 - Founders Award
 - Lee Agger Award
 - Basic Wastewater Treatment Course
 - Tank Truck Rollover Course
 - Fall Training Calendar being developed
 - Pharmaceuticals & Personal care Products
 - JETTC Board Openings
 - MWWCA Standing Donation to JETTCC. Possible Options

SEE REPORT ON WEBSITE

- h. **Ops Challenge Coordinator Report:** Andre Brousseau – Absent
 - i. **Membership Committee:** Travis Peaslee reported he gave Margaret Langhill his database of new members. He reported that Joan Kiszely came up with a good idea on doing the membership drive with sending out a letter & membership application with the Vendor Packet and Attendee packet.
 - j. **Safety Committee:** Al Jellison absent – No report
 - k. **Public Relations Committee:** Ryan Wadsworth - Absent - No report
 - l. **Government Affairs Committee:** Chuck Applebee reported the Governor presented the checks to the three winners of Clean Water Week poster.
 - m. **Pretreatment Committee:** Mike Micucci - Absent - No report
 - n. **Awards Committee:** Mary Waring reported that normally at the July meeting that we vote on the Roger Gagne Award. She will work with Margaret Langhill on getting out Goodenow Nomination letters to the membership via email.
 - o. **Communications Committee:** Mac Richardson noted if anyone is interested in joining or assisting him with the committee, let him know.
 - p. **Residuals Management Committee:** Jeff McBurnie absent.
 - q. **Website:** Steve Lane absent. Joan Kiszely reported in moving forward she will be doing as many mailings as possible via the Membership list serve to save the group money.
9. **Old Business:**
- a. **Meeting with MWUA:** David Anderson has put a group together to work on the coordinating efforts of both groups. He is working to come up with a date that everyone can meet.
 - b. **Strategic Planning:** David Anderson reported they had a good meeting. His plan is to follow-up with this at the August meeting. NEWEA will be at this meeting. He is looking at having the August meeting at his office in Portland. There is a conflict on August 17th because Joan Kiszely had set up a meeting at Sunday River with all the key people to go over logistics and function sheet. Joan Kiszely will work with trying to change the date of her meeting with Sunday River. He will work with Margaret Langhill in getting this report out to the Board.
 - c. **Town of Brunswick Court Case:** David Anderson reported they won.
 - d. **Frequency of Executive Comm. Meetings:** David Anderson noted that they would continue to discuss this. It was suggested that the people that are interested in this should propose it for 2008 Joan Kiszely noted that she would work with Chuck Applebee on a tentative 2008 Schedule.

10. **New Business:**

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- a. **JETCC Donation:** Motion made by Tom Wiley, seconded by Mary Waring, all approved that we give JETCC \$500 to print their Training Calendar and have MWWCA get recognition. One opposition.
 - b. **Operator Scholarship:** Greg Cataldo reported that Phyllis Rand emailed him with a request from Gene Francis get a commercial license to haul sludge. The community does not want to pay for his license. Phyllis Rand asked if there is any way we could increase the Operator Scholarship fund from \$250 to \$500. Motion made by Mac Richardson seconded by Chuck Applebee, all approved that we would allow increasing the scholarship to \$500 for this special operator's request this one time.
 - c. **Advertising on the website:** David Anderson reported that Steve Lane sent him an email in regards to RITEC. Motion made by Mac Richardson, seconded by June Mooney, all approved that we will not entertain this until we have a Website Policy.
 - d. **July 27th Summer Meeting:** David Anderson reported that the July meeting is July 27th at the Marriott in South Portland. Joan Kiszely reviewed the menu and noted she has a comp Golf tee time in Howard Carter's name.
 - e. **York County Community College:** David Anderson reported he has been meeting with them. They asked David Anderson if they could become a member. Options are they join as a Group Membership or join as an affiliation of MWWCA. Mary Waring read from the By-Laws in regards to membership. The board feels it is more beneficial for them to be an Affiliation to MWWCA. David Anderson noted he would get back to them with a couple of options and let them know the benefits of both. There was a brief discussion that if we do a by-law change we need to list who are Affiliated members and clarify Affiliation membership. David Anderson requested that I make sure Margaret Langhill adds to the Strategic Plan the following: Review Affiliation Membership Status (members), and add in Community Colleges.
11. **Adjourn:** Steve Sloan made a motion, seconded by Chuck Applebee, to adjourn the meeting at 12:10 p.m. All approved.