

FINAL

**MWWCA Executive Committee Meeting
Friday, October 23, 2009
Bangor Treatment Plant, Bangor, ME**

MINUTES

Attendance: Tom Wiley, André Brousseau, Paul Rodriguez, Doug Howard, Brian Kavanah (DEP), Chris Higgins, Darold Wooley, Mary Waring, Ryan Wadsworth (call-in), June Mooney, Al Jellison, Mac Richardson, Brad Moore, Aubrey Strause, Joan Kiszely.

Absent: Chuck Applebee, Alex Buechner, Greg Kidd, Dan Bisson, Steve Lane, Karen Tangerman, Jeff McBurnie, David Anderson, Mike Micucci.

President Tom Wiley welcomed Aubrey Strause.

Call to Order: President Tom Wiley called the meeting to order at 9:40 a.m.

Approval of Minutes: Motion made by Al Jellison to accept the Minutes of July 31, 2009, seconded by Mac Richardson. All approved.

Treasurer's Report: Dan Bisson absent. Al Jellison reported on the July and August financial report. Mac Richardson made a motion to approve the July and August 2009 financial reports. Paul Rodriguez seconded the motion. All approved.

Budget Request: Al Jellison requested everyone send Dan Bisson by November 13th their budget request.

DEP Representative: Brian Kavanah reported on the following:

- Update Phosphorous Rule: DEP did some informational sessions, and he noted they have had some stakeholders meetings. They are moving forward on reviewing some requests on analyzing data. The biggest issue is that there are a lot of technical things behind it. It was noted that the work that DEP has done is very impressive. They will continue to move forward.
- LD 650: Out of this came a three part Bill. The concept is there, but the money isn't dedicated to this yet. This Bill created a stakeholders group, and they have had two meetings to date. They need to figure out how the money is divided up three ways and what the criteria is. The goal is to have a draft report in about one week and half. Hopefully, a final report will go to the Legislators by February 1st. The intent is not to rely on the bonds.
- Billing in regards to LD 1399 (Clamming Bill): They sent the bills out last month to the effected treatment plants. They have gotten more calls regarding how the bills were calculated. Everyone has to have a closure zone around their plants. Brian will send Mac Richardson some information on this to be published in the next newsletter.
- Energy Seminars: He reported that they have had discussion with EPA staff. They are coming to Maine with some energy efficiency training. They will have two seminars in two different parts of the State. Possible have smaller training sessions throughout. DEP's role is to promote these seminars and support this. This is being sponsored from Efficiency Maine, EPA & JETCC. DMR hired their three positions but hired three from in-house; therefore, they still have three positions vacant.

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- NOAA: Brad Moore reported on the Salmon listings. DMR has put in for a grant to do a study. Lengthy discussion on what the issues are. DEP will be permitting facilities on the Penobscot early next year. They will possibly invite a NOAA representative to a Board Meeting in the future.

NEWEA State Director: Brad Moore reported on the following:

- He submitted a report for the Journal.
- Operator Exchange from Sanford will be going over to Vermont the first of next month.
- Vermont Operator Exchange representative (Harold “Mac” Jones) really enjoyed his time in Maine.
- World Water Monitoring Day - September 18th - Test Kits – This would be good for the Public Relations Committee. It was noted that this should be a goal for MWWCA. They will discuss this next month.
- MWWCA Booth – Will be involved at the National Fish Hatchery open house next week.
- Washington D.C. – NEWEA will want to coordinate with us on this again as well as there is some discussion from NACWA about being involved with them as well.

Old Business: Status Reports for Strategic Goals – Tom Wiley reported the following:

- **Short Term Initiatives**

Status:

- **Annual State of Maine Water Environment Letter**

Status: Mac Richardson sent this letter out and only got three responses. He will resend this letter out again to the complete executive committee.

- **Membership Survey**

Status: Chris Higgins reported he did the survey at the Fall Convention. He distributed about 150 and got 16 responses back. He distributed a hard copy of the results to the Board. He would like to have some out at all training sessions and get it out on the membership listserv and give some to Leeann Hanson for JETCC to see if she will put this out at every training session. He reviewed the results to the Board. There was a brief discussion on having evaluators for the vendors and talking to them one-on-one. The biggest issue noted was travel distance and costs regarding the conferences.

- **Effectively Utilize Committee – Develop Plan: Administrative Guide**

Status: Tom Wiley reported that the Administrative Guide has been on-going with Nancy Sargent. They will be moving this forward and will get it out for André Brousseau.

- **Local Utilities Host Open House**

Status: André Brousseau is working on a brochure to send out to utilities. He would like to get some feedback on when it is a good time to have an Open House. The target is the general public and students.

- **Environmental Group**

Status: David Anderson was absent. He is still working on strengthening our relationships with others.

- **Long Term Initiatives**

Establish Degree Program for WW Operators:

Status: Jeff McBurnie was absent, however this will be on-going

- **Joint Conference**

Status: Travis Pealsee reported that MWWCA will have five technical sessions on February 8th at the Maine Water Utilities Association Conference. He got DEP certification points for the sessions.

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- **Investigate Professional PR**
Status: Tom Wiley reported that this is on-going
- **Increase Availability of Grant Funding for Projections**
Status: Paul Rodriguez reported that this is on-going

Committee Reports:

Government Affairs: David Anderson absent. Tom Wiley noted they have been really busy. Paul Rodriguez reported about participating on a conference call with NACWA. The purpose of the call was about what we have done with LD 650 and our successes. We got a lot of questions on how we set up our program. They are looking for partnering with us on many things. He feels there may be some potential there for a relationship with them. Paul will read up more about the Trust Fund issue. It was recommended we take a cautious approach with them. He reported that the Legislative breakfast is a go. Paul Rodriguez will check with MWUA to see if they want to do a joint Legislative breakfast.

Fire Commission: He reported that he met with them in regards to a Statewide Training facilities. Joan Kiszely reported about the Task Report.

Laboratory: Karen Tangeman absent. June Mooney noted that she attended a stakeholder meeting on Chapter 583. She thinks the meetings went really well.

Convention: Travis Peaslee reported on the Fall Convention. He thinks the sessions, and reception went well. It was recommended to keep the Business meeting on Thursday only. He distributed the composite of the evaluations that he got back. He reported on Ski day being March 10 at the Jordan Bowl. He noted he has a contract from Spectacular Events for April 23. He will also market Hollywood Slots Hotel & Raceway and see if that will work. He noted that he has a proposal for the Fall Conference from Point Lookout-Lincolntonville, and everything looks good to go on this. It will be September 15-17, 2010.

Public Relations: Ryan Wadsworth – no report.

Safety: Al Jellison – no report.

Communications: Mac Richardson reported he will be putting a newsletter together. If anyone has articles, please get them to Mac Richardson. He will reach out to David Bartlett to see if he will submit an article about his treatment plant. He would like articles in by November 6 and have a newsletter by November 20th.

Collection Systems: Doug Howard reported they have been idle this summer. They will try and get some nominations for the Charles Perry Award. He has a meeting set up for next Thursday. Mary Waring will send a list to Doug Howard of the past Charles Perry Award recipients. He would like nominations back by January and report back to the Board in February.

Residuals Management: Jeff McBurnie absent.

Operations Challenge: Alex Buechner absent. Travis reported they were in Orlando, Florida last week. This was a learning year. They came in 20 out of 30. They are doing well in the process control section. He is not sure who the team members will be next year.

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Pretreatment: Mike Micucci absent.

Awards: Mary Waring – no report. Tom Wiley reported that he presented the Presidential Service Award to Andrew Gilmore and the Roger Gagne Award to David Anderson at a luncheon. Both were very surprised!

JETCC Representative: Darold Wooley reported on the following:

- Fall schedule is underway.
- Management Candidate School – have 17 participants Southern Maine & Central Maine are represented.
- Working on Spring training classes.
- Founders Award – looking for nominations.
- Basic Wastewater classes are underway in Bangor.
- Exam – November 18 – have 51 signed up.
- Next meeting is December 4, 2009 at KSTD.
- North Country Convention is scheduled for 2011.
- Annual Gift.
- Management Candidate School next year will be in Bangor – if MWWCA wants to donate they can.

WEB Developer: Steve Lane absent.

MMA Representative: Joan Kiszely – no report.

1st Vice President Report: André Brousseau reported on the draft meeting schedule. He also mentioned that the MWUA has asked if we want to be involved in the Pandemic Flu conference. They wanted our membership mailing list, and Joan Kiszely already sent that to them. The training conference will be in early November.

2nd Vice President Report: Paul Rodriguez – no report.

Immediate Past President Report: Chuck Applebee absent.

Aubrey Strause: She reported she would like to assist Ryan Wadsworth with Outreach and will assist Greg Kidd with some topics for the Spring Convention.

Greg Cataldo: Tom Wiley reported that we sent him a gift basket. He noted that Greg really loved the poster. Paul Rodriguez said he was really appreciative of this.

New Business:

Photo Albums: Al Jellison reported he has some photo albums from 1975 on. He doesn't want to lose the history. He noted he also has old Journals, Clean Water Week Poster, and the Digester. He really wants to preserve all of these. Mac Richardson thinks this should be a long term goal and to determine the best way to preserve all of the pictures and Journals. Chris Higgins noted his daughter can scan these things. It was mentioned to put the pictures on the website and have a slide show.

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Member Concerns – Discussion & Outcomes: Tom Wiley reported that he received a letter from a member in regards to reaching out to all association members with concerns. He noted that Chuck Applebee, Joan Kiszely and himself met with the member over a luncheon on September 16, 2009 to listen to their concerns. Tom Wiley distributed the letter and the follow-up notes that were recorded from the luncheon. There was a brief discussion about better communication efforts to the members.

Adjournment: Mac Richardson made a motion to adjourn. Al Jellison seconded the motion. All approved. The meeting adjourned at 12:20 p.m.