MINUTES

Attendance: Scott Firmin, Matt Timberlake, Al Jellison, Mac Richardson, Jeff McBurnie, Lenny Blanchette, Mary Waring, Dan Welch, Mo Dube, Brianna Dennis, Philip Ruck, Alicia Gaudet (MMA).

Absent: Paula Drouin, Tim Haskell, Travis Peaslee, Stacy Thompson, Andy Wendell, Tom Connolly, Mike Guethle, Dave Beauchamp, Dan Bicknell, Brian Kavanah, and Alex Buechner.

Call to Order: President Matt Timberlake called the meeting to order at 9:00 a.m.

Correspondence Folder: Matt Timberlake listed the multiple documents included in the Correspondence folder. Paula Drouin added agenda and materials from the MMA Affiliate Groups Presidents Meeting on April 7th.

Minutes: Motion made by Jeff McBurnie, seconded by Al Jellison, all approved the March and April 2017 minutes as is.

Treasurer’s Report: Al Jellison reported on the January, February and March financial reports, indicating that everything was in order. There was a brief question and answer period. Al Jellison noted that Ski Day bill was paid and brought in $5,905 in revenue. Motion made by Jeff McBurnie to split profit with NH association, seconded by Mac Richardson who will discuss with at NeWEA Spring Meeting, all approved. Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved the January, February and March financial reports. Al Jellison made note that he has received multiple scam requests for payments from Matt Timberlake. This has also been a problem for other affiliate groups.

DEP Update: Brian Kavanah was absent. Matt Timberlake reported that Commissioner has offered to be part of Clean Water Week poster event.
Mac Richardson reported on additional names under consideration for awards and asked for recommendations from the board. Nominees include:

**Operator:** Scot Lauzier – Sanford; Analies Hafford – Olver Association; Alex Beuchner – Biddeford.
Pelquin: Aubrey Strause – Cumberland County; André Brousseau – Sanford; Phyllis Rand - GAUD; Bill Taylor – Pierce Atwood.
Mac Richardson discussed the Student Symposium at UMaine for engineering and environmental disciplines.

Government Affairs Committee: Tim Haskell was absent.

- Lenny Blanchette reported on bills in legislative, distributed report on Title 30-A, Ch 223. Bills were discussed. Stakeholder group created to report back to legislature in January, Lenny to spearhead this group.

- Scott Firmin reported on CMOM regulations.

- Clean Water for Maine Coalition conference call every other week. Planning press event in June. Organizing meeting in Hall of Flags on June 12th 7-10am to discuss water quality bond.

- Jeff McBurnie prompted discussion on PFCs (PFOAs, PFOS). Addressed and assessed by NEBRA.

Laboratory Committee: Andy Wendell was absent.

Membership: 722 members, 692 paid to date.
Dan Welch reported that the Maine Brewer’s Guild put him in touch with Julie Churchill with DEP, who is planning to attend June meeting.
Dan reported that he is still looking for award nominations, deadline in July. Industrial Discharge and Pretreatment awards. Discussion of awarding to a brewery. Mo Dennis reported that Maine Beer Company in Freeport has recently installed a new system.

Personnal Advancement Representative: Travis Peaslee submitted the following written COMMITTEE REPORT:

COMMITTEE / OFFICER REPORT

MAINE WATER ENVIRONMENT ASSOCIATION
Local Government Center
60 Community Drive
Augusta, ME 04330

GUIDELINE FOR OFFICER / COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: May 19, 2017
COMMITTEE / OFFICE NAME: Personnal Advancement
CHAIR / OFFICER NAME: Travis Peaslee
RECENT ACTIVITIES: I have been working with committee members to finalize sessions for the fall convention. For numerous reasons, we were unable to meet our deadline of April 19th but am working diligently to get things completed in the next week.
DECISIONS MADE:

MEETINGS HELD / ATTENDED:

________________________________________

ACTION PLAN COMMITTEE / OFFICER ASSIGNMENTS: Once session biodata forms are completed, all forms will be sent to DEP and Drinking Water programs for TCH approval. Once approval is obtained moderators will be solicited for sessions and all information will be sent to MMA so that event brochures can be finalized.

NEXT MEETING / OTHER IMPORTANT DATES / DEADLINES:

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OTHER RECOMMENDATIONS & MISCELLANEOUS: We are working with MWUA on this event and they have will be providing 3 sessions that span Thursday morning of our convention. We are hoping to collaborate further with them in future events, similar to what they do for us during their February trade show.

REPORT SUBMITTED BY: Travis Peaslee
DATE SUBMITTED: 5/11/2017
DISTRIBUTION: MMA Affiliate Liaison
Executive Committee Meeting
Other: 

NEWSLETTER

Please check if item should be expanded for external release.
Convention Committee Representative: Stacy Thompson submitted the following written

COMMITTEE REPORT:

COMMITTEE / OFFICER REPORT

MAINE WATER ENVIRONMENT ASSOCIATION
Local Government Center
60 Community Drive
Augusta, ME 04330

GUIDELINE FOR OFFICER / COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: N/A _______________________________________

COMMITTEE/OFFICE NAME: Convention Committee _______________________________________________________________________

CHAIR/OFFICER NAME: Stacy Thompson ________________________________________________________________________________

RECENT ACTIVITIES: Spring Conference went very well. There was a great selection of sessions and good turnout.

I am currently working on SOPs for Ski Day, Spring Conference, Fall Convention and budgeting. Should have them wrapped by the end of May. _______________________________________________________________________

DECISIONS MADE: ________________________________________________________________________________________________________

MEETINGS HELD/ATTENDED: N/A _______________________________________________________________________________________

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: N/A _______________________________________________________________________

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Southern Maine Children’s Water Festival
May 19, 2017. NEWEA Spring Meeting June 4-7, 2017. _______________________________________________________________________

OTHER RECOMMENDATIONS & MISCELLANEOUS: N/A __________________________________________________________________________

REPORT SUBMITTED BY: Stacy Thompson ________________________________________________________________________________

DATE SUBMITTED: May 8, 2017 _______________________________________________________________________________________

DISTRIBUTION: X MMA Affiliate Liaison
X Executive Committee Meeting
Other: _________________________________________________________________________________________________________________

NEWSLETTER

Please check if item should be expanded for external release. □
Communications Representative: Mac Richardson submitted the following written
COMMITTEE REPORT:

MAINE WATER ENVIRONMENT ASSOCIATION
Local Government Center
60 Community Drive
Augusta, ME 04330

EXECUTIVE COMMITTEE MEETING DATE: May 19, 2017
COMMITTEE/OFFICE NAME: Communications (Newsletter)
CHAIR/OFFICER NAME: Mac Richardson

RECENT ACTIVITIES: The May issue of the newsletter was sent off to Jaime on Friday May 12, she will not get to it until Tuesday the 16th
DECISIONS MADE: above my pay grade

MEETINGS HELD/ATTENDED:

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Our esteemed President, Matt Timberlake may have found someone to take over editing the newsletter, if so I will be glad to help the new person learn the ropes and get it done.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: The next newsletter will be going out in August – deadline for submissions will be August 4.

OTHER RECOMMENDATIONS & MISCELLANEOUS: I actually ended up with a lot of material this month. While that is a good thing, it was also hard to keep track of everything, so I am worried I may have forgotten to include something I was sent or asked to include – In advance I apologize if I did that to you.

REPORT SUBMITTED BY: Mac Richardson
DATE SUBMITTED: My 12, 2017

DISTRIBUTION:
X MMA Affiliate Liaison
X Executive Committee Meeting
Newsletter
Other:

Please check if item should be expanded for external release. □
Brianna offered to help get Wright-Pierce to advertise in newsletter. Mo Dennis interested in taking over newsletter; Mac will continue to assist.

**Ops Challenge:**
Mac Richardson reported on Ops Challenge. Travis Peaslee coordinator for New England. Top two teams will go onto WEF (?)

**Awards:**
Mary Waring provided SOP to Paula on MeWEA awards.

**JETCC:**
Lenny Blanchette reported that JETCC just completed their spring training schedule. Just completed North Country Convention in April. Best participation ever with 125 participants. Had meeting with NMCC while in Presque Isle regarding new water/wastewater program. NMCC is looking for someone to manage this program. Lenny reported that JETCC has requested $20,000 from the state legislature. JETCC is seeking nominations for their two annual awards

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**New Media Representative: Paula Drouin submitted the following written COMMITTEE REPORT:**

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**COMMITTEE /OFFICER REPORT**

MAINE WATER ENVIRONMENT ASSOCIATION
Local Government Center
60 Community Drive
Augusta, ME 04330

EXECUTIVE COMMITTEE MEETING DATE: 5/19/2017
COMMITTEE/OFFICE NAME: New Media
CHAIR/OFFICER NAME: Paula Drouin

RECENT ACTIVITIES:

- Working on writing an SOP for managing the website and social media accounts (for the Ad hoc committee).
- Presentations from the spring conference have been posted to the member’s only section on the website.

REPORT SUBMITTED BY: Paula Drouin
DATE SUBMITTED: 5/12/2017
DISTRIBUTION:

MMA Affiliate Liaison

Executive Committee Meeting

Newsletter

Other:

Please check if item should be expanded for external release. ☐
EXECUTIVE COMMITTEE MEETING DATE: May 19, 2017

COMMITTEE/OFFICER NAME: Stormwater Committee

CHAIR/OFFICER NAME: Zach Henderson & Fred Dillon (Co-chairs)

RECENT ACTIVITIES:

- 3/23/17: Maine DEP MS4 Permit Reissuance stakeholder meeting involvement - DEP-led stakeholder meeting to discuss MS4 General Permit renewal process.
- 4/26/17: promoted greater public awareness of clean water issues through participation in “Brooks to Bay” community forum with local and regional partner organizations (Casco Bay Estuary Partnership; South Portland Conservation Commission; Friends of Casco Bay; Maine DEP; US Fish & Wildlife; South Portland Land Trust; South Portland Conservation Commission; Protect South Portland; South Portland Pest Management Advisory Committee; University of Southern Maine; Cumberland County Soil & Water Conservation District; Long Creek Watershed Management District).
- 5/02/17: participated in “Regional Clean Water Collaborative” meeting to discuss interlocal cooperation funding for stormwater issues of common concern among municipalities in Cumberland County.
- 5/03/17: attended South Portland & Cape Elizabeth High School Career Fair with MEWEA display and information about job opportunities in the clean water professions.
- 5/05/17: Maine DEP MS4 Permit Reissuance stakeholder meeting involvement - DEP-led stakeholder meeting to discuss MS4 General Permit renewal process.
- Continued participation in meetings with Maine Water Utilities Association and Maine Rural Water Association to aid with development of statewide water line flushing BMP manual.
- Successful sessions at spring conference – Nutrients Monitoring and Modeling updates from DEP and Hydrant Flushing BMP Manual.
- Supported Personnel Advancement Committee with planning for MEWEA Full Conference – Have secured speakers for two sessions – “Alternative Nutrient Management Efforts” – Aquaculture and Fertilizer Outreach/Education efforts and “Illicit Discharges and Overlap with Sewer Programs”.
- Continued involvement in Maine Stormwater Conference planning with anticipated MEWEA sponsorship and table. Sponsorship amount TBD.
- Submitted article about “April Stools Day – Pet Waste Educational Effort in South Portland” for upcoming MEWEA Newsletter.

DECISIONS MADE: See above

MEETINGS HELD/ATTENDED: See above

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: None

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Committee to meet again some time in Summer 2017. June 2, 2017 DEP anticipates issuing first draft MS4 permit for 28-day informal comment period. SW Committee anticipates meeting to review and draft comments (if necessary).
Stormwater Representative: Fred Dillon & Zach Henderson submitted the following written COMMITTEE REPORT:

OTHER RECOMMENDATIONS & MISCELLANEOUS:

1) The Stormwater Committee respectfully requests modifications to the membership page of the MEWEA website (and membership form) to be more inclusive of stormwater management professionals.

REPORT SUBMITTED BY: Zach Henderson & Fred Dillon

DATE SUBMITTED: 5/11/2017

DISTRIBUTION:

MMA Affiliate Liaison

Executive Committee Meeting

Newsletter

Other:

Please check if item should be expanded for external release.
1st Vice President Paula Drouin submitted the following written REPORT:

MAINE WATER ENVIRONMENT ASSOCIATION
Local Government Center
60 Community Drive
Augusta, ME 04330

EXECUTIVE COMMITTEE MEETING DATE: 5/19/2017
COMMITTEE/OFFICE NAME: Vice President
CHAIR/OFFICER NAME: Paula Drouin

RECENT ACTIVITIES:

- Attended the Maine Sustainability and Water Conference on 3/30 in Augusta. I participated in judging their student poster contest (side note: the Graduate level winner did a project on CSOs). On the conference evaluation form I indicated that in the future, MEWEA might be interested in coordinating an entire session track for the day. Jen McDonnell and Mae Richardson were part of a session on beneficial reuse of biosolids; however, there were two other speakers for the one hour session and overall it felt very rushed. I think MEWEA has a lot of information to share in order to educate the academic community and students (the two predominant groups at the conference) about who we are and what we do.

- Attended the MMA Affiliate luncheon on 4/7. Handouts are in the correspondence folder. Highlights: Associations continue to share similar issues (e.g. training, aging workforce). Also, MMA is working on a more permanent credit card system and additional website security = anticipate a small increase in contract price (~$75).

- Attended Urban Runoff 5k and Green Neighbor Family Fest on 4/22.

- Attended North Country Convention and held a training session for laboratory documentation.

- Attended the Ad-hoc committee meeting on 5/10 in Saco to work on moving the committee restructuring proposal forward.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES:

- Attending the Southern Maine Children’s Water Festival on 5/19 with Stacy Thompson.

REPORT SUBMITTED BY: Paula Drouin
DATE SUBMITTED: 5/12/2017

DISTRIBUTION:

X MMA Affiliate Liaison
X Executive Committee Meeting
Newsletter
Other:

Please check if item should be expanded for external release.
2nd Vice President Stacy Thompson submitted the following written REPORT:

COMMITTEE / OFFICER REPORT

MAINE WATER ENVIRONMENT ASSOCIATION
Local Government Center
60 Community Drive
Augusta, ME. 04330

GUIDELINE FOR OFFICER / COMMITTEE REPORT

EXECUTIVE COMMITTEE MEETING DATE: N/A

COMMITTEE/OFFICE NAME: Second VP

CHAIR/OFFICER NAME: Stacy Thompson

RECENT ACTIVITIES: I will be attending the Southern Maine Children’s Water Festival at USM on May 19th...why I’m not at the meeting. I’ll be displaying/explaining the wastewater model and microscope from the DEP at a booth.

DECISIONS MADE: N/A

MEETINGS HELD/ATTENDED: N/A

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: N/A

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Southern Maine Children’s Water Festival May 19, 2017; NEWEA Spring Meeting June 4-7, 2017

OTHER RECOMMENDATIONS & MISCELLANEOUS: N/A

REPORT SUBMITTED BY: Stacy Thompson
DATE SUBMITTED: May 8, 2017

DISTRIBUTION:  

- MMA Affiliate Liaison
- Executive Committee Meeting
- Other:

NEWSLETTER

Please check if item should be expanded for external release. ☐
**Old Business:**
Jeff McBurnie reported on strategic plan/ board structure changes. He and Travis developing a couple of plans. Intend to do a SWOT analysis. Recommendation will be made at June board meeting. Voted on by membership at Annual Convention. Scott Firmin asked about how this will be communicated to the membership prior to the meeting and vote; afraid of alienating members, which happened when name change took place. Scott suggested some sort of webinar to inform members. Board discussion about potential benefits and negatives.

**New Business:**
Mac Richardson asked for votes from board on NEWEA award nominations.

**Adjournment:** Motion made by Mac Richardson, seconded by Al Jellison, all approved to adjourn the meeting at 10:54 a.m.