Unapproved

MEWEA Executive Board Meeting
Friday, June 15, 2018
Maine Municipal Association
Augusta, ME

MINUTES

Attendance: Paula Drouin, Travis Peaslee, Scott Firmin, Leonard Blanchette, Mike Guethle, Mac Richardson, Leeann Hanson, Stacy Thompson, Andy Wendell, Tom Connolly, Bryanna Denis, Zach Henderson, Joan Kiszely-MMA.

Absent: Mary Waring, Tim Haskell, Mo Dube, Fred Dillon, Dan Welch, Matt Timberlake, Dave Beauchchamp, Jeff McBurnie, Bian Kavanah, Alex Buechner and Phil Tucker.

Call to Order: President Paula Drouin called the meeting to order at 9:13 a.m.

Correspondence Folder: Paula Drouin listed the multiple documents included in the Correspondence folder.

Minutes: Motion made by Mac Richardson, seconded by Stacy Thompson, all approved the May minutes.

Treasurer’s Report: Jeff McBurnie was absent. President Paula Drouin reported on the April financials, indicating that everything was in order. Motion made by Travis Peaslee, seconded by Mac Richardson, all approved the April financial reports.
DEP Representative: Brian Kavanah submitted the following written COMMITTEE REPORT:

DEP Update for MeWEA Meeting 6/15/18

Submitted by:
Brian Kavanah, Director-Division of Water Quality Management (DWQM)
brian.w.kavanah@maine.gov 287-7700

New Law for Municipal Satellite Collection Systems:
Earlier this year, the legislature approved LD 399 - An Act Regarding Municipal Satellite Wastewater Collection Systems. This bill became law on April 1, 2018, and will become effective on August 1, 2018. The new law (P.L. 2017, ch. 353) establishes new requirements for Municipal Satellite Collection Systems (MSCS). Prior to this law, MSCS were not subject to DEP regulation.

A MSCS is a wastewater collection system, owned or operated by a municipality or a quasi-municipal entity, that directly or indirectly conveys wastewater to a publicly owned treatment works (POTW) that is owned or operated by a separate legal entity. MSCS include gravity sewers and force mains. Maine has 42 MSCSs that discharge to 27 different POTWs.

The law requires that the MSCS submit a simple registration form to the DEP containing contact information and basic information on the size of the system along with a basic map or schematic of the system.

The law also requires that the MSCS report any unauthorized discharges to the DEP following the same 24-hour verbal and 5 day written notification procedure that licensed dischargers follow. An unauthorized discharge means a discharge of wastewater from a MSCS to any location other than the POTW it discharges to.

All MSCSs were recently notified of the new law and provided with the proper forms and DEP contacts to comply with the new law. A copy of the law can be found here:
http://www.mainelegislature.org/legis/bills/getPDF.asp?paper=HP0290&item=3&sn=128

Coastal grants available for municipal and regional projects:
The Maine Department of Agriculture, Conservation Municipal Planning Assistance Program and Maine Department of Marine Resources, Maine Coastal Program are seeking applications for a new round of Coastal Community Grants for FY 2019. Please note this is not a DEP program.

Coastal Community Grants are an important element of the Municipal Planning Assistance Program’s mission to improve economic conditions by providing technical and financial assistance to Maine municipalities.

The grants are for municipal and regional projects in Maine’s Coastal Zone. Funding for these technical assistance grants comes from Maine Coastal Program’s annual grant from the National Oceanic and Atmospheric Administration (NOAA).
Eligible projects must be designed to improve water quality in priority coastal watersheds, or to increase resiliency/adaptation to erosion and flooding, while preserving coastal natural resources.

Those eligible to apply include towns and unorganized territories in Maine’s coastal zone, groups of towns and unorganized territories in Maine’s coastal zone, coastal Regional Planning Commissions, and coastal Councils of Government. The Coastal Communities grants have a maximum award of $100,000.

Coastal Communities Grant applications are due Friday, July 27, 2018 at 2 P.M.

The FY19 Coastal Community Grant Program Statement can be found at: http://www.maine.gov/dacf/municipalplanning/financial_assistance.shtml

Contact:
Ruta Dzenis, Ruta.Dzenis@maine.gov, (207) 287-2851

More information about the Maine Coastal Program can be found at: http://www.maine.gov/dacf/mcp/index.htm

More information about the Municipal Planning Assistance Program can be found at: http://www.maine.gov/dacf/municipalplanning/

Staff Updates:
The following positions are currently vacant in the Division of Water Quality Management.


ES II Compliance Inspector – MEPDES Stormwater Program. – Hiring process underway. Expect to fill in August.

ES II – Compliance Inspector – Bangor Office. Hiring process underway. Expect to fill in August.

Assistant Engineer (SRF Program) – Request to post for hiring has been submitted. Expect to fill in September.

ES III - Compliance Inspector – MEPDES Stormwater Program. Held vacant due to lack of funding.

ES II – Enforcement – Held vacant due to lack of funding.

ES III – Permit Writer – Held vacant due to lack of funding.
➢ Spring Conference was held at Goat Island, Newport, RI
➢ Operators Exchange is with Mass.
➢ NEWEA State Director: If anyone is interested please let Mac Richardson know!
➢ He finished up the Ballots of Pelquin & Operator Award – This is a State NEWEA Award

New Business – Committee Reports:

Committee Reports:

Government Affairs Committee Representative: Tim Haskell submitted the following written COMMITTEE REPORT:

[Committee report image]

EXECUTIVE COMMITTEE MEETING DATE: 6/15/18
COMMITTEE/OFFICER NAME: Government Affairs
CHAIR/OFFICER NAME: Tim Haskell
RECENT ACTIVITIES: Numerous efforts to assist organizing press conference to support bond package and encourage legislature to return to session to finish their work. Everyone may have received a few e-mail blasts about our efforts. Press conference held June 5, continued our lobbying efforts with legislators.

DECISIONS MADE:

MEETINGS HELD/ATTENDED: AFA Committee meeting that only dealt with direct care workers and home care worker funding and jail funding. Talked with numerous legislatures and other lobbyists about current status and feel of the legislature which was very negative. Attended major press event at State House on June 5, Matt Timberlake spoke on behalf of AOC, and MEWEA and basically the people of Maine and was outstanding. Followed recent AFA Committee meeting and new funding package was passed but no action on bonds. Feel is completely different and seems to be more cooperative. Much of the prior negative rhetoric is gone. Seems that a bond package is very possible provided legislature returns to work.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Continue to follow AFA and when they may be taking up bonds. Continue our support efforts.

OTHER RECOMMENDATIONS & MISCELLANEOUS: Need to ratify and authorize Eaton Peabody contract extension for May and June

REPORT SUBMITTED BY: Tim Haskell
DATE SUBMITTED: 6/12/18
DISTRIBUTION:

MMA Affiliate Liaison
Executive Committee Meeting
Newsletter
Other

Please check if item should be expanded for external release. □
Motion made by Mike Gueth, seconded by Travis Peaslee, all approved to fund Eaton Peabody for the months of May & June 2018 at their standard rate. It is approximately $5,000 for two months.
Brief discussion on potential topics at the Fall Convention that the Lab Committee could offer.
Membership Committee Representative: Travis Peaslee reported the following:

➢ Picked up 11 new members recently. To date we have 693 members and with the 11 new they will hit their goal of 700 for membership. Travis Peaslee picked up 11 new members. He gave Paula Drouin a recruitment letter.
Pretreatment Committee Representative: Dan Welch 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: 6/15/18

COMMITTEE/OFFICE NAME: Pretreatment Committee

CHAIR/OFFICER NAME: Dan Welch

RECENT ACTIVITIES: Committee meeting held on 6/1/18 at MMA. Meeting with Sean Sullivan, President of Maine Brewers Guild on 5/24/18, including Dan Welch, Sandy Perry and Fred Dillon.

DECISIONS MADE:

6/1/18 Committee Meeting

We reviewed our nominees for the Pretreatment Excellence Award. Portland nominated Hood (dairy) and South Portland nominated Clean Harbors Environmental Service, Inc. The Committee decided to award Clean Harbors the Pretreatment Excellence Award and Hood will receive the Industrial Achievement Award.

We discussed dental amalgam program development. Edwin reported that 50% of dental facilities that he has contacted have responded. Jim Crowley noted that Pretreatment Communities should request updated contact information from the Maine Dental Board prior to sending out information to dental facilities. He has a slightly dated list that has been shared with the group.

We discussed the potential of a 12th Pretreatment Community in Maine. Milo has a new discharge to manage from a railroad tank car cleaning operation that was recently installed. This new facility will be receiving tank cars from around the US/Canada and will be performing tank cleaning operations indoors. Milo is still working on developing a pretreatment program for review by the State for approval. Chuck Applebee and Sandy Perry are involved with this project. Sandy will keep the Committee updated. Jim Crowley noted that he has not had a request for an Approved Pretreatment Program since he has been at the Department. This will be a refresher for the MeDEP.

The Committee discussed breweries and our meeting with Sean Sullivan, Maine Brewers Guild President. More information below on that meeting. We determined that our best course of action is to start with a FAQ sheet that will provide information to brewers on their wastewater life cycle. This will include septic discharges as we feel they need to understand that the septic haulers discharge to POTWs, a common misconception in the industry.

The 20th Annual EPA Regional Pretreatment Workshop is scheduled for 10/24-10/25 in Lowell, MA. Jay Pimpire (EPA Region 1) requested training topics from the Committee. We submitted two topics for his Workshop – “Kick Starting Your Dental Amalgam Management Program” & “How to Make Your Pretreatment Program More Valuable.”

5/24/18 Maine Brewers Guild Meeting
Pretreatment Committee Representative: Dan Welch submitted the following written

COMMITTEE REPORT:

Dan Welch, Sandy Perry and Fred Dillon met with Sean Sullivan, President of Maine Brewers Guild, in S Portland. We introduced ourselves and our Associations and discussed how our Associations can work together to reduce stormwater and wastewater headaches in the future. Our efforts were received very well and Sean and he understands that our Association is a resource for wastewater and stormwater issues. We discussed the method in which our Committee can reach his membership most effectively. Methods included FAQ sheets, town-hall style meetings, and training events. Sandy Perry and Ted Danforth are working on FAQ sheet to be distributed to the Guild membership. A request was made to also create a FAQ sheet to be distributed to the MeWREA membership detailing brewery wastewater management. The Town Hall meet are held by the Guild and are designed as an informal training session on various topics. Sean felt that a wastewater town hall meeting would be well attended. We will be working on a town hall presentation in near future.

Guild members seem to be having a hard time navigating municipal governments and are looking for guidance. The industry is expected to continue growing however the trend is growth in small communities. The Guild forecasting continued growth of the industry in Maine however they expect the size of the breweries to remain small and localized. The issue his membership has is in navigating the town departments to get to the right people. This may be an opportunity for MMA to partner with the Guild and create their own fact sheet or provide information to help brewers in their efforts to grow quickly and efficiently.

Fred Dillon was able to locate a stormwater FAQ sheet created by Julie Churchill. It is attached below. The FAQ sheet was distributed to the Guild members in the past.

MEETINGS HELD/ATTENDED: Committee meeting held on 6/1/18 at MMA. Meeting with Sean Sullivan, President of Maine Brewers Guild on 5/24/18, including Dan Welch, Sandy Perry and Fred Dillon.

ACTIONS PLANNED/ASSIGNMENTS:

Sandy Perry/Ted Danforth – Sandy (St Germain) and Ted (TSV Environomics) will be working on a FAQ sheet to introduce wastewater BMPs and other information to the Brewers Guild members. Rebekah Siro (PWD) shared a copy of a New Hampshire BMP document as a guide. A copy is attached below.

Amanda Smith (Bangor) will be working on a newsletter article focusing on local limits and pretreatment programs for the August Newsletter.

I have submitted Fall Convention training topics. Topics were submitted on 6/8/18 via the Personnel Advancement Committee web page. Topics recommended by the Committee: “Local Limits vs. Pretreatment Program” and “Enforcement Response Plan Management”. I was asked by the Committee for the due date for the Newsletter articles for the remainder of the year. I have entered a request to have those dates posted on the Newsletter website.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES:

2018 Meeting Dates and Locations ***Potential changes to our meeting schedule***
3/2/18-Westbrook---- 6/1/18- MMA--- 9/7/18-South Portland--- 12/7/18 Rockland

OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY: Dan Welch

DATE SUBMITTED:

DISTRIBUTION: MMA Affiliate Liaison

Executive Committee Meeting

Other:

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NEWSLETTER
Stormwater Management
Best Practices for Breweries

Sustainable Brewing and Pollution Prevention

Breweries that follow certain stormwater management best practices may apply for No Exposure Certification. No Exposure best management practices protect all industrial materials, final products and activities from exposure to exposure of rain, snow, snowmelt, ice melt and runoff.

This certification would exclude a facility from needing permit coverage under Maine’s Industrial Stormwater Program, Chapter 521: Application for Waste Discharge Licenses.

Identifying Stormwater Management Best Practices at Your Facility

Storage Management

Look for the following opportunities to preserve brewing solids (trub, grains, other) and by-products by implementing optimum storage practices while also preventing stormwater pollution:

- Store spent wort with trub for animal feed (agriculture distribution)
- Cover and securely enclose all material and waste storage areas to prevent leakage to the pavement or storm drains.
- Keep spent wort separate from surplus yeast—fermenting will reduce the value of both waste streams and as a food commodity (spent wort may also be stored and reused in the brewing process if the quality does not degrade)
- Minimize dust and debris from vent, stack and grain silo filling areas
- Cover outside trash receptacles

- Install a dust collection vacuum system if dust cannot be controlled
- Install a spent grain silo to minimize grain releases during transfers to farmers’ trucks
- Properly contain and cover spoiled product and broken product containers

Above: Waste Trub contained in green covered bin for composting. Waste Grain in gray box covered tote for livestock feed.

Right: Spent grain silo
Pretreatment Committee Representative: Dan Welch submitted the following written committee report:

Transfer Discharge Management
Reduce solids and biological materials from entering the liquid waste streams internally. Design or adjust pretreatment technologies to treat maximum production amounts.
- Transfer material inside when possible
- Fill turb containers halfway to avoid breakage and spillage
- Improve practices for transferring spent solids into vehicles for transportation & disposal to eliminate spills, leaks, material loss etc.
- Sweep before wet cleaning of all floors to recover solids
- Install fine mesh baskets in the floor drains to collect and prevent grains from entering the drainage system

Regulated Treatment and Disposal Alternatives
Re-using materials for brewery use, livestock feed or other manufacturing is preferred to other disposal options.
If the following treatment options are considered please contact the Department as a permit and or technical review may be necessary:
- Anaerobic digestion
- Composting
- Land spreading

For technical assistance please contact:
Julie Churchill
1-800-789-9802
julie.m.churchill@maine.gov

Above: Floor drain in brew house with mesh basket to capture waste grain

Above: Turb container filled halfway to avoid breakthrough
Brewery Operations Best Management Practices (BMPs)
BMPs protect the sewer system — and your bottom line
NH Department of Environmental Services works with industries to make sure their wastewater is properly treated and meets the requirements of their local Publicly Owned Treatment Works (POTW).
To help breweries meet requirements and manage costs, we are providing these BMPs for brewery wastewater. BMPs are activities, procedures, and features designed to minimize pollutants discharged to the sanitary sewer or released to the environment.

The requirements
1. **Meet discharge limits**: All breweries that send their wastewater to the sewer system must make sure their wastewater meets local discharge limits and prohibitions. Different POTWs often have different requirements. Contact your POTW to determine what requirements apply to you.
   - **Total Suspended Solids (TSS)**: Solids such as spent yeast, grains, hops and trub capable of settling can restrict or block flow in sewer lines. A company or facility that discharges solids which cause a sewage backup is liable for any damages.
   - **pH**: The pH of wastewater must typically remain between 5.0 and 12.5 (check with your POTW for specific limits). Wastewater that is too acidic (low pH) or too alkaline (high pH) can seriously corrode the sewer system and affect the wastewater treatment facility’s ability to treat the wastewater, so the pH must be controlled.
   - **Temperature**: High temperature brewery wastewater can cause issues at wastewater treatment plants. Check with your POTW for limits.

2. **Apply for authorization, if needed**: Depending on how you manage your wastewater, the size of your brewery and the POTW, you may be required to obtain a discharge permit from your local municipality. Approval from the NH Department of Environmental Services is required prior to obtaining a local discharge permit. Contact your POTW or the NH Department of Environmental Service’s Industrial Pretreatment Coordinator at (603) 271-2052 for additional information.

3. **Install a monitoring point, if needed**: To ensure their wastewater meets requirements, breweries may be required by their municipality to have an easily accessible monitoring point. They must be able to collect samples that represent the discharge from the brewing operation in a location that is separate from sanitary and restaurant drains. (See Figure 1.) While small breweries may not always have a separate monitoring point, your municipality reserves the authority to require one and it is
generally recommended. It’s better to plan ahead for growth, rather than to incur the cost of remodeling and upgrading plumbing.

Figure 1: Monitoring point is needed to sample brewery wastewater only, not other sources of wastewater.

The BMPs
The following BMPs are recommendations to help large and small breweries meet requirements. Small breweries may be able to meet requirements without implementing every BMP.

Solids management
Brewery operations must maintain compliance with local limits.
Tips for limiting suspended solids:
• Install screens, filters or baskets on all floor drains and trenches to capture solids.
• Prevent spent yeast, grains, hops, and trub from entering the sewer. Collect them from all filters, mash tuns, whirlpools, and kettles by settling, straining, screening or filtering them. Prevent them from entering the sanitary sewer.
• Use the correct gauge screen to maximize solids removal and install screens that are easy to access and service.
• Dewater collected solids and dispose off-site. Consider beneficial reuse.
• Collect spent yeast slurry for offsite disposal or beneficial reuse. If possible reuse the yeast for multiple generations. This is important because spent yeast slurry from fermentation / maturation tanks has high nutrient and high solids content. Large quantities of yeast lead to organic acids formation, which affects the pH (makes the wastewater more acidic).
• Collect used filter media (e.g., diatomaceous earth) and dispose off-site or consider beneficial reuse.
• Control solids at the source; don’t let the solids hit the ground, sweep up and collect spills, and avoid rinsing them down the drain.
• Train employees on solids management practices.

Beneficial reuse
When disposing solids offsite, consider beneficial reuse. Seek opportunities to turn your solids and high strength waste into compost, fertilizer, animal feed, energy, or other authorized beneficial reuse.
Pretreatment Committee Representative: Dan Welch submitted the following written COMMITTEE REPORT:

Control pH
In general, brewery wastewater is acidic. However, cleaning processes can cause high and low spikes. Brewery operations must maintain compliance with pH discharge limits. Tips for maintaining compliance with the pH limits – see Figures 2 and 3 at the end of this document:
• Install totes, tanks or containers to adjust the pH of individual waste streams.
• Install a sufficiently sized tank to collect wastewater from all brewery operations for the purpose of self-neutralization and if necessary to adjust the pH to meet these limits.
• For small batches with slight excursions above upper pH limits, mild acids such as acetic acid (i.e., vinegar) or citric acid can be used to neutralize the wastewater.
• For small batches with slight excursions below lower pH limits, mild alkaline solutions, such as calcium carbonate (lime) can be used to neutralize the wastewater.
• Stronger acidic or alkaline neutralization chemicals may be needed based on the pH and the volume of the wastewater to be neutralized.
• Provide a mechanical mixer in the wastewater tank to make sure adequate mixing occurs when using neutralizing chemicals.
• Reuse and recycle chemicals wherever possible through automated approaches (e.g., clean in place).
• Train employees on pH management practices.

Product losses/off-spec product
Sending excessive amounts of high strength waste to the sewer can disrupt the sewer system and/or increase your high strength surcharge fees. Minimize the volume of unused and off-spec product discharged to the public sewer whenever possible. If there is no other alternative than the sewer, the discharge still must meet local limits. In addition to collecting spent yeast, grains, hops and trub, collect the following high strength wastes and dispose off-site if possible. Consider beneficial reuse for disposal:
• Off-spec and unused product.
• Tank heels and initial rinse of brew tanks.
• Beer & yeast lost in racking and transfer.
• Beer lost in filtering, bottling, & kegging.

Chemical storage and spill prevention
Provide secondary containment for chemical solutions such as cleaning and sterilization chemicals and waste materials to prevent the entry of these materials into the sewage system in case of accidental spills. Reduce use of toxic chemicals whenever possible.
• Store chemical solutions in low traffic areas, away from forklifts and other production activities, to lessen the chance of an accidental spill.
• Segregate and securely store non-compatible chemicals (for example acids and bases) in separate containment areas to prevent mixing of incompatible or reactive materials.
• Maintain and inspect all process solution tanks on a regular basis and repair any leaks promptly.
• Label all chemical solution storage containers.
• Develop a spill response plan and train employees to follow the spill plan. Post the spill plan and the contact information for spill notification in a prominent place. The plan should at a minimum:
Pretreatment Committee Representative: Dan Welch submitted the following written COMMITTEE REPORT:

- Describe where chemicals are stored, how liquids are stored and handled to prevent and isolate spills, and transfer protocols.
- Describe how staff will respond to a spill, including immediate notifications to emergency responders.
- Describe staff training required to respond to spills safely and effectively.
- Update the plan as your processes change.

Records
Keep records to document your facility’s compliance with requirements.
- Maintain records documenting off-site waste removal including waste stream, volume, date, and method of disposal of accumulated wastes.
- Maintain records of all effluent sample results collected to determine compliance with local limits.
- Retain records on site for a minimum of three years, or as required by your municipality.

Considerations when planning for new or remodeled operation
Avoid expensive mistakes! When working on your facility layout, retain the services of an engineer experienced in design of brewery wastewater treatment systems and consider the following:
- All drains from brewing operations should lead to a common drain, sump or wastewater tank where the wastewater can be accessed and managed to ensure compliance with discharge limits.
- Control of pH is often necessary, and batch treatment to meet pH limits is still the best option for many small breweries. Necessary features typically include a tank, mixer, pH meter in tank (to control neutralizing chemicals), continuous pH meter (for the discharge), and a delivery system for the acids and bases used for neutralization. (See Figures 2 and 3 at the end of this document)
- Set aside sufficient floor space for a wastewater pH equalization/treatment tank, treatment chemical containers, and solids handling equipment and storage.
- Provide an easily accessible sample site that is representative of the discharge from the brewing operation, separate from sanitary and restaurant drains. See Figure 1.
- Consider the method(s) and/or equipment you will use to measure wastewater discharge volume from the brewing operation.

Water Conservation
Conserving water can reduce wastewater and save money. Ways to conserve water include:
- Monitor your water usage by installing water meters in various areas of the operation; establish a baseline and set water saving goals.
- Use dry clean-up procedures prior to wet clean-up.
- Use water-efficient equipment, such as high pressure nozzles, clean-in-place systems, and water brooms. Find alternatives to water-cooled chilling equipment.

Additional examples of water conservation BMPs can be found in such documents as the Brewers Association’s Water and Wastewater: Treatment/Volume Reduction Manual.

NHDES Pollution Prevention Program, 29 Hazen Drive; PO Box 95, Concord, NH 03302-0095
(603) 271-6460 nhppp@des.nh.gov

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Pretreatment Committee Representative: Dan Welch submitted the following written

COMMITTEE REPORT:

Fig. 2: pH neutralization for flow-through or multiple batch

Brewery Wastewater BMP Guidance -
Example pH Neutralization Schematic - Flow-Through or Multiple Batch

1. Sump pump(s) with level controls set to prevent gravity overflow through the sewer outlet under peak flow
   conditions from the production area. Check valve and flow control valve not shown.
2. Sump or lift station with protective grating.
3. Tank for self-neutralizing of acidic and alkaline industrial wastewater and for adjusting pH by addition of
   concentrated neutralizing chemicals. Conical tank with stand shown. A flat-bottom tank can be used as well, but
   solids handling is a bit more labor-intensive. The piping and piping shown allows for the tank to be operated in
   flow-through mode through the upper overflow line or in batch decant mode through the lower decant lines.
4. Mechanical mixer with impeller or propeller blades to facilitate the neutralizing of acidic and alkaline industrial
   wastewaters. Mixer should be set at a slight angle and used to turnover the tank volume at least four times within
   the hydraulic retention time. Mixer mounting not shown to provide clarity to the schematic and as styles vary.
5. Controlling pH probe used, along with the pH controller (9), to regulate the delivery of neutralizing chemicals to
   the tank. The controlling pH probe can be moved to other locations within the tank based on the particular tank
   geometry and experience with what works best for stable pH control. For discharges in batch mode, the
   controlling pH probe needs to be located where it can be constantly submerged.
6. Valves in a normally-closed position. Side decant valves to be opened when decanting the neutralized and
   clarified tank waste in batch decant mode. Tank bottom valve to be opened for removal of settled solids or
   for tank cleaning.
7. Chemical metering pump integrated with the controlling pH probe (5) through the pH controller (9). pH setpoints
   established to deliver acidic or alkaline concentrated neutralizing chemicals with a sufficient safety factor to
   ensure that the discharge pH probe (11) remains within local discharge limits.
8. Separate secondary containment for the concentrated acid and alkaline neutralizing chemicals.
9. pH controller integrated with the controlling pH probe (5) and chemical metering pumps (7).
10. Flow recorder and datalogger connected to the discharge pH probe (11) and flow meter (12) to monitor the
    pH and volume of the industrial wastewater discharged to the sanitary sewer. Any sanitary wastewater (e.g.,
    metronics, etc.) must enter downstream from the discharge pH probe (11) and flow meter (12).
11. Discharge pH probe positioned in a vertical “T” to allow for ease of access and to remain constantly submerged.
12. Flow meter in valve box or other suitable structure with protective grating. The meter is to be installed per
    manufacturer’s instructions and have datalogging capability. Ability for the flow meter to integrate with an
    autosampler to collect flow-proportioned samples also may be required for large volume dischargers.
Pretreatment Committee Representative: Dan Welch submitted the following written COMMITTEE REPORT:

Brewery Wastewater BMP Guidance - Example pH Neutralization Schematic - Single Daily Batch

1. Sump pumps with level controls set to prevent gravity overflow through the sewer outlet under peak flow conditions from the production area. Check valve and flow control valve not shown.
2. Sump or lift station with protective grating.
3. Tank for self-neutralizing of acidic and alkaline industrial wastewater and for adjusting pH by addition of concentrated neutralizing chemicals. Wastewater to be collected for an entire workday to allow for batch treatment and discharge at the end of the workday. Conical tank with stand shown. A flat-bottom tank can be used as well, but solids handling is a bit more labor intensive. The piping and valving shown allows for the tank to be operated in batch decant mode through the lower decant lines.
4. Use a mechanical mixer or hand paddle (for small tanks) to facilitate the neutralizing of acidic and alkaline industrial wastewaters.
5. Test wastewater batch with a pH probe to regulate the delivery of neutralizing chemicals to the tank. The pH probe needs to be located where it can be constantly submerged.
6. Valves in a normally-closed position. Side decant valves to be opened when decanting the neutralized and clarified tank wastewater in batch decant mode. Tank bottom valve to be opened for removal of settled solids or for tank cleaning.
7. Neutralizing chemicals to be added manually or with aid of a chemical metering pump.
8. Discharge pH probe positioned in a vented “T” to allow for ease of access and to remain constantly submerged during batch discharge.
9. Flow meter in valve box or other suitable structure with protective grating. The meter is to be installed per manufacturer’s instructions and have datalogging capability.
Personnel Advancement Committee Representative: Scott Firmin and Ryan Wadsworth submitted the following written COMMITTEE REPORT:

COMMITTEE / OFFICER REPORT

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

EXECUTIVE COMMITTEE MEETING DATE: June 15, 2018
COMMITTEE/OFFICE NAME: PAC
CHAIR/OFFICER NAME: Scott Firmin and Ryan Wadsworth
RECENT ACTIVITIES: Held two PAC planning meetings for Fall Conv.

DECISIONS MADE: Have mapped out most of the conv. Working to complete the session map.

MEETINGS HELD/ATTENDED: Two meetings/conference calls.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Members are working to complete the session maps and speaker forms.

NEXT MEETING/OFFICER IMPORTANT DATES/DEADLINES: Final session map by end of June to be submitted to conference committee. Speaker forms and DW forms to be submitted for training approval in early July.

OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY: Scott Firmin
DATE SUBMITTED: 6/12/2018

DISTRIBUTION:

MMA Affiliate Liaison
Executive Committee Meeting
Newsletter
Other: 

Please check if item should be expanded for external release: ☐
Scott Firmin gave an update on some sessions that will be on the agenda for the Fall Convention. Travis Peaslee is working on Leadership sessions. Scott Firmin indicated they will meet the July deadline to get the Session Map completed. Scott Firmin will work with Travis Peaslee on recommendations on what we do and talk to Judy & Brian to how to proceed with getting credits for certain subjects. It’s possible MEWEA goes for Legislation on this issue. Leadership and Excel is part of the job and feel those sessions/topics should get credits, however DEP will not give approval for credits for these certain sessions.

Travis Peaslee reviewed the Personnel Advancement Recommendations handout that he submitted to the board. There was a lengthy discussion on the recommendations.

**Convention Committee Representative: Stacy Thompson reported the following:**
- She redid the Attendee Registration and is working on the Vendor Registration form
- Vendor packets will go out mid week next week.
- Attendee packet to go out following the vendor packet.
- September 19th – Golf Tournament
- Sunday River this year, Point Lookout in 2020. Reviewing the 2021 contracts.

**Public Relations Committee Representative: Alex Buechner was absent.**
- Top four Poster Contest winners showed up at the Brunswick Tour.
- No interest in being the chair of the Public Relations next year.

**Safety Committee Representative: Tom Connolly reported the following:**
- Tom Connolly is working on a Safety topic for the Fall Convention
There was a discussion on the Meet & Greet & Cornhole Tournament & Pizza Party.

Collection Systems Representative: Dave Beauchamp was absent.
Residual Representative: Jeff McBurnie was absent.
COMMITTEE REPORT

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

Executive Committee Meeting Date: June 15, 2018
Committee/Office Name: Young Professionals Committee
Chair/Officer Name: Mike Guethle

Upcoming events:

• Androscoggin After Hours Paddle: August 2
  o Androscoggin paddle with Androscoggin Land Trust
  o After work, paddle the river, snacks at Girty’s

• Tour and Pour/Poo and Brew:
  o June 21 2018. Tour at Portland Water District at 3:30 for 1.5-2 hour long tour of the facility. After that we’ll be heading over to Rising Tide Brewery

Activities/Tasks Since Previous Report (Last report submitted March 2018):
• Discussed next steps with Bruce Berger to combine with MWUA (Water Utilities) Young Professionals
  o Joint Meeting in late June/early July? Need to have a point-person from MWUA to make this beneficial.

Coordination Items With Other Committees:

Items for Discussion with Executive Committee: NONE
Other Recommendations & Miscellaneous: 

Report Submitted By: MAG/YP Chair
Date Submitted: June 11, 2018
Distribution: Executive Committee Meeting

Please remember to submit quarterly newsletter articles
Jordan Heath will be the Chair of the Young Professional Committee and Mike Guethle will stay on as Co-Chair.

**Awards Committee Representative: Mary Waring** was absent.

Paula Drouin reported the following from Mary Warings email to her:

- New Operator Award
- Get recipients for awards to Mary Waring by August 1
- Paula Drouin is looking to modify the awards page on the website. She will work with Ben Thomas on this.
  Motion made by Paula Drouin, seconded by Mike Guethle, all approved to create the New Operator award.
- Need to get a recipient for Outstanding Service Award
  Motion made by Mac Richardsosn, seconded by Stacy Thompson, all approved to create the Storm Water award.
JETCC Committee Representative: Leeanne Hanson and Leonard Blanchette submitted the following written COMMITTEE REPORT:

COMMITTEE / OFFICER REPORT

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

EXECUTIVE COMMITTEE MEETING DATE: Friday, June 15, 2018

COMMITTEE/OFFICER NAME: JETCC

CHAIR/OFFICER NAME: Leeanne Hanson & Leonard Blanchette

RECENT ACTIVITIES:
1. JETCC held biennial Host-Board and Planning meeting on May 31 with 22 Participants. JETCC Board meeting followed on same day
2. Leann & Mo Dube staffed booth at Highway Congress where we represented the WW & DW industry for Public Works Personnel. Discussed the WW Operator School and MCS with a few people. Met potential future presenters for JETCC and or MeWEA.
3. Conference call with Travis, Stacy & Bruce Berger regarding future roles in NCC.
4. Computer Based Exam will soon be available in Farmington (UMF available now) and Presque Isle (NMCC) effective June 19.
5. Jonathan Helstrom of Fort Fairfield Utilities District is interested in representing MeWEA on the JETCC Board of Directors.
6. Travis Jones Nomination letter on way to Commissioners office.

DECISIONS MADE:
1. Bangor Water District has offered to host next Management Candidate School likely start in November
2. Dates for North Country Convention at Northern Maine Community College for April 2019
3. JETCC Board to send out summer survey seeking input from Operators (and other industry supports) to assess “how could JETCC best serve the industry”.

MEETINGS HELD/ATTENDED:
1. Final 1-day class for Spring 2018 completed 6/13/18
2. DEP Commissioner Mercer guest speaker at MCS on 6/13/18
3. Final WOS class meets on June 21
4. See other Recent Activities above

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS:
1. Currently working on Fall 2018 training schedule. Ideas are welcome!
2. Confirming MeWEA accommodation and cost for MCS students and graduation needs at fall convention. Is Graduation date September 20th?

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Next JETCC Board meeting still TBA

OTHER RECOMMENDATIONS & MISCELLANEOUS:
REPORT SUBMITTED BY: Leeanne Hanson
DATE SUBMITTED: June 12, 2018

DISTRIBUTION:

MMA Affiliate Liaison
Executive Committee Meeting
Newsletter
Other:

Please check if item should be expanded for external release. □
Additional Committee Reports:

➢ JETCC planning session was had in Fairfield. New computer based location: Farmington. Northern Maine Community College in Presque Isle will also be added next week.

    Motion made by Scott Firmin, second by Stacy Thompson, all approved Andy Wendell to be the MEWEA District representative for JETCC.

➢ Next Management School will be held at Bangor Water District.

➢ A question to MeWEA is: What does MeWEA want to see from JETCC?

➢ Working on Fall Training calendar

    Motion made by Stacy Thompson, seconded by Scott Firmin, all approved Travis Jones as the Collections System Award Rep.
STORMWATER COMMITTEE / OFFICER REPORT

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

EXECUTIVE COMMITTEE MEETING DATE: 6/15/18

COMMITTEE/OFFICE NAME: Stormwater Committee

CHAIR/OFFICER NAME: Zach Henderson & Fred Dillon

RECENT ACTIVITIES:
- May 2018: facilitated discussion with various MS4 stakeholders to develop first ever “State of Stormwater” summary for critical areas in Maine’s municipal stormwater sector; provided to National Municipal Stormwater Alliance in support of their efforts to compile similar nationwide document.
- May 2018: requested participation from Maine’s MS4 community in Water Environment Federation nationwide MS4 needs survey for American Society of Civil Engineers Infrastructure Report Card Program.
- June 2018: assisted Personnel Advancement Committee in coordinating 2 stormwater-related technical sessions for 2018 Fall Convention; also spoke with DEP about considerations for granting wastewater operators certification credits for sessions with stormwater topics.
- June 2018: developed draft Stormwater Award form (attached)

DECISIONS MADE: see recent activities above

MEETINGS HELD/ATTENDED: no formal meetings but lots of virtual activity (see above)

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: nothing to report

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: next committee meeting late summer / early fall

OTHER RECOMMENDATIONS & MISCELLANEOUS: N/A

REPORT SUBMITTED BY: Zach Henderson & Fred Dillon

DATE SUBMITTED: 6/11/18

DISTRIBUTION:

MMA Affiliate Liaison

Executive Committee Meeting

Newsletter

Other: ___________________________

Please check if item should be expanded for external release.
Stormwater Award Nomination Form

The MEWEA Stormwater Water Award is given annually to a member who has demonstrated exceptional awareness and dedication to advancing stormwater management practices in the State of Maine. It recognizes outstanding individuals who are helping to protect and restore Maine’s valuable water resources through a variety of activities, including, but not limited to:

- Improve public understanding and involvement in developing and implementing practical stormwater solutions
- Engage in developing state or national policies that promote innovative stormwater solutions to improve water quality
- Advance the development and implementation of innovative best management practices to improve water quality
- Serve as a liaison to encourage the sharing of information and resources between MEWEA and interlocal stormwater working groups throughout the state
- Advance the engagement of a diverse membership of stormwater professionals in MEWEA
- Others???

Please print or type

Nominator Name

Nominator Contact (email / phone)

Nominee Name

Nominee Contact (email / phone)

Nominee Organizational Affiliation

Nominee Title

Nominee Work Address

Nominee Home Address (optional)

Date Submitted

Date Reviewed by Stormwater Committee

Basis for Award: Please describe why the candidate is being nominated to receive the award.
Addional committee report updates;
- Working on a couple of sessions for the Fall Convention. Hoping to have someone from USGS to be a speaker.
- Working on their Draft Stormwater Award Nomination Form
- Waiting on the MS4 Permit – Need a new permit by July 1

**MMA Representative:** Joan Kiszely had nothing to report.
President Paula Drouin submitted the following written REPORT:

COMMITTEE / OFFICER REPORT

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

EXECUTIVE COMMITTEE MEETING DATE: 6/15/2018

COMMITTEE/OFFICE NAME: President

CHAIR/OFFICER NAME: Paula Drouin

RECENT ACTIVITIES:
- Sent a letter and check for $500 to the Northern Maine Children’s Water Festival.
- Submitted nominations for the NEWEA Operator Award and Arthur Sidney Bedell Award.

MEETINGS HELD/ATTENDED:
- Attended the Southern Maine Children’s Water Festival
- Participated in JETCC lab training in S. Paris on 6/13

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES:
- Looking for members who would like to attend the Northern Maine Community College Children’s Water Festival on October 11 at UMaine Orono. We can set up a booth and they also said in the past “local sewer districts provide a demonstration in the exhibit hall for the students”. Does anyone have info on this or an idea for what we can set up?

OTHER RECOMMENDATIONS & MISCELLANEOUS:
- Confirm Travis Jones as MEWEA’s Collection System representative to JETCC.
- Jonathan Helstrom, General Manager of the Fort Fairfield Utilities District, has volunteered to be MeWEA’s District representation on the JETCC board.
- Approval of extending Eaton Peabody contract.

REPORT SUBMITTED BY: Paula Drouin

DATE SUBMITTED: 6/11/2018
1st Vice President Stacy Thompson submitted the following written 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: VP

CHAIR/OFFICER NAME: Stacy Thompson

RECENT ACTIVITIES: Forget to mention last month that I did attend a school fair at South Portland High with Fred Dillon. Southern Maine Children’s Festival was great and I only had some slight mishaps with the wastewater model! Paula joined me for the afternoon… thanks! Attended the JETCC planning meeting. It was great to see a lot of new faces or faces I haven’t seen. One area that seemed to have a lot of topics was PLC programming, Cyber Security, SCADA, etc. Finally, I did a brief presentation on record keeping, SOPs, O&M manuals and Incident Reporting at the Wastewater Operator School

DECISIONS MADE: N/A

MEETINGS HELD/ATTENDED: JETCC planning session.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: N/A

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES:

OTHER RECOMMENDATIONS & MISCELLANEOUS: N/A

REPORT SUBMITTED BY: Stacy Thompson

DATE SUBMITTED: June 8, 2018

DISTRIBUTION:

X MMA Affiliate Liaison
X Executive Committee Meeting
Other: 

NEWSLETTER

Please check if item should be expanded for external release. □
Stacy Thompson indicated she attended the Career Fair.

2nd Vice President: Mike Guethle reported the following:
- New Meeting is in August. They need someone to fill the role of 2nd Vice President. He would appreciate some help with finding someone.
Past President Matt Timberlake submitted the following written REPORT:

IMMEDIATE PAST PRESIDENT REPORT

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

EXECUTIVE COMMITTEE MEETING DATE: June 15 2018
COMMITTEE/OFFICE NAME: Immediate Past President
CHAIR/OFFICER NAME: Matt Timberlake

RECENT ACTIVITIES:
   a) Maintain position on the MWUA BOD and the AGC Maine BOD.
   b) Continue as liaison between the “Clean Water for ME coalition” with Mr. Haskell with MWUA, AGC, TNC, and others.
   c) Attended and spoke at coalition press conference June 5th at State House. 
      http://www.wabi.tv/content/news/Maine-organizations-urge-state-lawmakers-to-return-for-a-special-session-494620071.html
   d) Co-authored press release that was picked up by Portland Press Herald for water bond.
   e) Have continued to work with Past Presidents to get bios for Past President page on MEWEA website

DECISIONS MADE: NA

MEETINGS HELD/ATTENDED:
   1. Attended MWUA BOD meeting June 7th in Augusta
   2. Attended press conference June 5th at State House

ACTIONS PLANNED/COMMITTEE/OFFICER ASSIGNMENTS:

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES:
   a) MWUA next BOD meeting August 2018 in conjunction with their Clambake
   b) Plan to attend the June Clean Water Forum presentation at Brunswick Sewer District

OTHER RECOMMENDATIONS & MISCELLANEOUS: The Technology event that was planned for October with MWUA has been canceled by MWUA due to conflicts with time and volunteers. Will be discussed at later date.

REPORT SUBMITTED BY: Matt Timberlake
DATE SUBMITTED: 2018

DISTRIBUTION:

   MMA Affiliate Liaison
   Executive Committee Meeting
   X Newsletter: Article on the press conference June 5th at State House
   Other:

Please check if item should be expanded for external release

6. Other New Business:
7. **Adjournment:** Motion made by Mac Richardson, seconded by Mike Guethle, all approved to adjourn the meeting at 11:36 a.m.