Minutes

Attendance: Paula Drouin, Stacy Thompson, Tim Haskell, Mike Guethle, Jeff McBurnie, Gretchen Anderson, Leeann Hanson, Dan Welch, Brian Kavanah, Phil Tucker, , Rob Pontau, Kevin Eaton, Mo Dube, Jordan Heath, and MMA- Joan Kiszely.

Absent: Bryanna Denis, Andy Wendell, Scott Firmin, Alex Buechner, Zach Henderson.

Guests: Tom Groves, Travis Jones

Call to Order: President Stacy Thompson called the meeting to order at 9:06 a.m.

Correspondence Folder: Stacy Thompson listed the multiple documents included in the Correspondence folder.

Minutes: Motion made by Jeff McBurnie, seconded by Tim Haskell, all approved the January minutes with minor changes.

Treasurer’s Report: Jeff McBurnie reported on the December financials. He indicated that everything was in order. Motion made by Stacy Thompson, seconded by Mo Dube, all approved the December financial report.

DEP Representative: Brian Kavanah reported the following:

- Commissioner Reid
- Travis Peaslee requested a meeting over Credit Hours - DEP will allow some flexiblity
- OMNIBUS – for Enterococci discharge permits
- LD 347 – work session this afternoon
- Working to develop Asset Management standards/funding
- Increase in annual discharge permit fees. Federal Grants are flat and expenses go up – General Funds are tight
- Several vacancies at this time
Old Business:

<table>
<thead>
<tr>
<th>OLD BUSINESS</th>
<th>NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMITTEE REPORT</td>
<td>NEWEA Annual Conference (2/27-30) including Exec. Comm. meeting, ASA meeting.</td>
</tr>
<tr>
<td></td>
<td>Awards Comm. meeting, Water Warriors Jobs Initiative Comm. meeting, Residuals Management Comm. meeting, Contaminants of Emerging Concern Comm. meeting, Government Affairs Comm. meeting, Ops Challenge Comm. meeting.</td>
</tr>
<tr>
<td></td>
<td>DC Fly In Planning meetings with Collins and Pingree are set for the morning of 4/4, King at noon.</td>
</tr>
</tbody>
</table>

DECISIONS MADE:

MEETINGS HELD/ATTENDED: See Recent Activities above

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS:

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: NEWEA Strat Planning, 3/10-11, Salem, MA; WEF Award Selections, 3/11/19, WEF/NACWA Water Policy Fly In, 4/3-4, Washington, DC; next NEWEA BC meeting, 4/10/19, Dover, NH; North Country Convention, 4/24-25, Presque Isle; next NEWEA BC meeting, 5/17/19; WEF has a Fly In Preparation Webinar on March 14th @ 1 PM.

RECOMMENDATIONS & MISCELLANEOUS: Once nominees for WEF’s awards have been identified, we will need to have votes for the final candidates. NEWEA is also strongly encouraging members to enroll or be recommended for acceptance in their Quarter Century Operators Club (25 years in the industry, at least 10 as a WEF/NEWEA members). A municipal official needs to be confirmed ASAP for the Fly In, so that travel arrangements can be made, and their name can be added to the Capitol Hill meetings roster.

REPORT SUBMITTED BY: Jeff McBurnie

DATE SUBMITTED: 2/21/19

DISTRIBUTION:

- [X] MMA Affiliate Liaison
- [X] Executive Committee Meeting
- [ ] Newsletter
- [ ] Other:

Please check if item should be expanded for external release.
Revised the Check Request Forms

New Business – Committee Reports:

Committee Reports:

Government Affairs Committee Representative: Tim Haskell reported on the following:

- 2:30 today will be a worksession for LD 347
- Testifying for several bills this week and next week
- LD 563 – Planning Bill – To help facilities plan for sea level rise

Laboratory Committee Representative: Andy Wendell was absent.
Membership Committee Representative: Rob Pontau submitted the following written

COMMITTEE REPORT:

Brunswick Sewer District
Brunswicksewer.org
info@brunswicksewer.org
207-729-0148

COMMITTEE/OFFICER REPORT

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

EXECUTIVE COMMITTEE MEETING DATE: February 28, 2019
COMMITTEE/OFFICE NAME: Membership Committee
CHAIR/OFFICER NAME: Rob Pontau

RECENT ACTIVITIES: I have reviewed all membership by type, group size, and rates. The existing membership outline should be revised to better reflect our current membership. For example, there is only 1 benefactor member, so why have it at all. I have developed a report with recommendations (attached) and discussed it with Travis Peasley and Stacy Thompson. We feel the committee should adopt the rates and types as presented in the report.

DECISIONS MADE: Move proposal forward for consideration of executive committee.

MEETINGS HELD/ATTENDED: January 24, 2019. Rob Pontau and Travis Peasley

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: RAP drafted report. See attached.


OTHER RECOMMENDATIONS & MISCELLANEOUS: I hope you all have a wonderful day.

REPORT SUBMITTED BY: Rob Pontau
DATE SUBMITTED: February 20, 2019
DISTRIBUTION:

X MMA Affiliate Liaison
Executive Committee Meeting
Newsletter
Other: __________________________

Please check if item should be expanded for external release.
Motion made by Jeff McBurnmie, seconded by Jordan Heath, to accept the membership committee’s recommendation for fee structure modifications, which will include a by-law change proposal that would stike Benefactor level membership. All approved the motion.
January 28, 2019

To: MEWEA Executive Committee

From: Rob Pontau, Chair MEWEA Membership Committee

As the new chair of the MEWEA Membership Committee I was tasked with reviewing our membership rates and categories. In the eight years that I have been a member of the organization, I have not seen any changes in membership categories or rates. Through discussions with committee members, I also understand that MEWEA is a great bargain when compared with other similar organizations. Our membership rate of $40 per person (less for groups) pales in comparison to the benefits we offer with our seminars, training courses, and networking opportunities. I also believe that the organizations finances are in good order, and membership increases may not be necessary from a revenue standpoint.

The benefits MeWEA provides, and our expenses, have risen significantly over the past few years, but this recommendation is not revenue based. Rather than focus on revenue and benefits, I took the approach of trying to simplify the membership categories and the associated rates. Moving forward, revenue and expenses should be evaluated on an annual basis so that small incremental changes can be implemented if necessary.

The organization currently has 6 different membership categories, some with only a single member. Group memberships make up most membership types, but some communities are overpaying (would be better off with a couple individual memberships) and other communities are getting a fantastic deal because of the large number of members in their group. After a thorough review of all membership categories, the number of members in each category, the size of the groups, and associated fees, I have the following recommendation for the executive committee.

<table>
<thead>
<tr>
<th>Category</th>
<th>Current</th>
<th>Proposed</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular</td>
<td>$35</td>
<td>$40</td>
<td>About 140 people will see a $5 or 14% increase. Increased revenue of $700.</td>
</tr>
<tr>
<td>Student</td>
<td>$15</td>
<td>$0</td>
<td>Currently 2 members. This is not a revenue maker and the goal should be to have as many students as possible. Make it free. Loss of $30.</td>
</tr>
<tr>
<td>Lifetime</td>
<td>$0</td>
<td>$0</td>
<td>Currently 19 members. Leave untouched.</td>
</tr>
<tr>
<td>Group</td>
<td>$125 +  $15/PP</td>
<td>$100 + $20/PP</td>
<td>Group size ranges from 3 members (@ $56.67 pp) to 28 members (@ $19.46 pp). Huge disparity in costs for smaller organizations vs. larger ones. The lower rate for the organization, with a small increase in per person rates will shrink the gap. Revenue increase of about $700.</td>
</tr>
<tr>
<td>Corporate</td>
<td>$175 +  $20/pp</td>
<td>$200 + $20/pp</td>
<td>Same principle that applies to group memberships applies here. The difference is the initial cost is increased to $200 instead of lowered. This is in line with our normal rates, but it is less of a discount than non-profits see. Revenue increase of about $1,000.</td>
</tr>
<tr>
<td>Benefactor</td>
<td>Group +$100</td>
<td>Eliminate</td>
<td>There is 1 member in this category. It’s not worth tracking for $50. There are better ways to raise revenue. Loss of $50.</td>
</tr>
</tbody>
</table>

*If we assume that membership numbers and types remain the same, MEWEA will see an increase in revenue of about $2,400.
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: 2/28/19

COMMITTEE/OFFICE NAME: Pretreatment Committee

CHAIR/OFFICER NAME: Dan Welch

RECENT ACTIVITIES: No meetings or activity since last report.

DECISIONS MADE: Sandy Perry (St.Germain & Collins) and Ben Pearson (City of Portland) will be attending the New England Craft Brew Summit on March 1st, representing the Association.

MEETINGS HELD/ATTENDED: None

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Fact sheets are to be completed by the responsible parties by March 7th.


OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY: Dan Welch

DATE SUBMITTED:

DISTRIBUTION: 
- MMA Affiliate Liaison
- Executive Committee Meeting
- Other: 

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NEWSLETTER

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Please check if item should be expanded for external release: 

☐
Personnel Advancement Committee Representative: Scott Firmin reported on the following:

- Will get a template out soon.

Convention Committee: Phil Tucker reported the following:

- Update on Point Lookout facility
- Corn Hole Tournament – Bowling Alley – Cash Bar
- Potential of 4 Concurrent Sessions
  - Plant Operator
  - Collections System
  - Storm Water – Water
  - Administrative
Committee Report:

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

EXECUTIVE COMMITTEE MEETING DATE: 2/28/2019
COMMITTEE/OFFICE NAME: Public Relations
CHAIR/OFFICER NAME: Paula Drouin

RECENT ACTIVITIES:

- Working to finalize sessions for the Maine Sustainability and Water Conference (3/28 @ Augusta Civic Center).

Clean Water Careers: A review and discussion of the opportunities in Maine

8:30 – 8:55 Curtis Bohlen, Director, Casco Bay Estuary Partnership, curtis.bohlen@maine.edu

In 2017, Casco Bay Estuary Partnership (CBEP) convened the Casco Bay Nutrient Council to provide a forum for examining the impact of nutrient pollution on Casco Bay, and identifying effective and cost-effective strategies to address the problem. The Council has met six times over two years to review the state of the science, identify innovative approaches to reducing nutrient pollution, or inventory existing efforts, and develop recommendations. Join this session to learn about what has been learned and what questions, challenges and work we still face moving forward.

9:00 – 9:25 – Emily Zimmerman, Biologist in the Marine Unit, Maine Department of Environmental Protection, Emily.Zimmermann@maine.gov

Travel! Adventure! Making a difference! No. It’s not the military! Join us in an overview of opportunities working with the Maine Department of Environmental Protection (DEP). Charged with the responsibility of enforcing the state’s environmental laws and protecting and restoring Maine’s natural resources, the DEP engages in a wide range of activities across the entire state of Maine. Focus will be on the Bureau of Water Quality’s Division of Environmental Assessment. Responsible for most of DEP’s scientific monitoring and assessment, our biologists, geologists, and water specialists conduct extensive field work in, on, over and even under all water body types, including groundwater. This talk will share the wide variety of activities in which the staff engages, all for the purpose of protecting or restoring Maine’s water resources.

9:30 – 10:25 – Jordan Heath – Asset Management Technician for the City of Portland, jheath@portlandmaine.gov

This session will be a panel discussion with MEWEA Young Professionals and those who have been in the water industry long-term. What has changed over the years and what new opportunities exist in Maine?
Safety Committee: Tom Connolly was absent.

Communications Committee Representative: Mo Dube reported on the following:

- Newsletter needs a lot of articles – Presidents Message – Awards Article – Solar Project,
  Save the Date for Fall Convention – Jen Stiles – New Members to Mo Dube for newsletter

Collections Committee: Kevin Eaton reported the following:

- Working on 4 events
  Management Candidate School
  North Country Convention
  4 Part Collections System in Fairfield
  Fall Convention – Corn Hole
- Meeting next Thursday

Public Relations Committee Representative: Paula Drouin submitted the following written

COMMITTEE REPORT:

- I have requested an afternoon session block. Our Stormwater Committee has expressed interest in presenting as well as Tamara Whitmore from Friends of the Cobbossee Watershed. I will keep them updated as soon as I know more.

REPORT SUBMITTED BY: Paula Drouin
DATE SUBMITTED: 2/22/2019
Residuals Management Committee Representative: Jeff McBurnie submitted the following written COMMITTEE REPORT:

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

EXECUTIVE COMMITTEE MEETING DATE: 2/28/19

COMMITTEE NAME: Residuals Management
CHAIR NAME: Jeff McBurnie

RECENT ACTIVITIES: Ongoing work with NEBRA to expand the base of PFAS knowledge and encourage regulators to approach standard setting cautiously, using scientifically derived information as the basis for those standards. One-hour presentation on Biosolids at the MWUA Annual conference (2/8). Attended Biosolids and PFAS at same conference.

DECISIONS MADE:

MEETINGS HELD/ATTENDED:

ACTION PLAN COMMITTEE ASSIGNMENTS: Continue working with NEBRA to track and respond to legislative and regulatory activities related to PFAS and PFAS environmental standards.

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Next Executive Committee meeting: 5/17/19; Biosolids session at the North Country Convention (4/25-26)

OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY: Jeff McBurnie
DATE SUBMITTED: 2/21/19

DISTRIBUTION:
X MMA Affiliate Liaison
X Executive Committee Meeting

Newsletter

Other:

Please check if item should be expanded for external release.
COMMITTEE REPORT:

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

EXECUTIVE COMMITTEE MEETING DATE: 2/28/19
COMMITTEE/OFFICER NAME: Treatment Plant Operators Committee
CHAIR/OFFICER NAME: Alex Buechner

RECENT ACTIVITIES: Met with ops challenge team on 2/19/19 to meet with new team mate and coach

DECISIONS MADE: Vivian Matkovich will become the new team coach. Riley Cobb will be the new team captain. Dan Munsey from Brunswick will be the new team member, and Alex Buechner will be stepping down from the team to assist with the process control event. <sob>

MEETINGS HELD/ATTENDED: 2/19/19 in Portland

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS: Vivian and Riley will take over all Ops Challenge logistics including practice meetings and equipment, budgeting, and trip planning. Vivian will be looking for a new practice location somewhere in Portland to make the commute easier for those coming from the north.

NEXT MEETING/OFFERED IMPORTANT DATES/DEADLINES: Next time the team will meet will be for training day, unless the new team decides it would be beneficial to meet before that. Unrelated to ops challenge, I plan on continuing to try and work on other TPO committee goals and schedule a meeting in the near future.

OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY:

DATE SUBMITTED:

DISTRIBUTION:

MMA Affiliate Liaison
Executive Committee Meeting
Newsletter
Other:

Please check if item should be expanded for external release.
COMMITTEE REPORT:

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

EXECUTIVE COMMITTEE MEETING DATE: Feb 28, 2019
COMMITTEE/OFFICE NAME: Young Professionals
CHAIR/OFFICER NAME: Jordan Heath
RECENT ACTIVITIES: Ice Skating, meeting 2/20. Plant tour and meeting up next (3/18).

DECISIONS MADE:
- Urban Runoff
  - Booth – Max running the booth, asking a Collections person to help
  - Swag
    - Shirts, Sunglasses, Stickers
  - Need a game for the booth – Asking Collections
- YP Meeting up Next
  - Saco plant tour
  - Meeting at train station
- Maine Sustainability & Water Conference
  - Need two YPs/two seasoned folks
    - Max/another W&C yp going
    - Need two seasoned folks
    - 1 hour Q&A slot

MEETINGS HELD/ATTENDED: The committee met on 2/2/19.

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS:
- Ordering stickers, t-shirts, sunglasses for swag
- Need a game for the Urban runoff booth
- Need two more people for conference Q&A
- Meeting 3/18 for a Saco plant tour at 2pm

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES: Next meeting is Feb 13th in Augusta

OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY: Jordan Heath
DATE SUBMITTED: 12/13/18

DISTRIBUTION:

MMA Affiliate Liaison
Executive Committee Meeting
Newsletter
Other:

Please check if item should be expanded for external release. □
Awards Committee Representative: Paula Drouin 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: 2/28/2019

COMMITTEE/OFFICE NAME: Awards

CHAIR/OFFICER NAME: Paula Drouin

RECENT ACTIVITIES:

OTHER RECOMMENDATIONS & MISCELLANEOUS:

1. Sent a letter to all NEWEA award recipients congratulating them and asking if they plan to attend either NCC or Fall convention so that we can re-present in front of our membership. I offered the Stockholm Jr. Water Prize Maine winner (Mei Tian) a free entry to lunch at either event. Photos of the winners were uploaded to MEWEA’s Flickr account and provided to the Communications Committee for inclusion in the newsletter.

   • Young Professional – Allison Fisher
   • Committee Service Award – Joy Lord (currently not listed as a MEWEA member)
   • Founders Award – Douglas Miller
   • Arthur Sidney Bedell Award – Howard Carter
   • Wastewater Utility Award – York Sewer District
   • Operator Award – Stacy Thompson
   • Alfred E. Peloquin Award – Andre Brousseau
   • Stockholm Jr. Water Prize – Mei Tian

2. Emailed Theresa Chavarie at MMA about getting the Operator Award recipient plaque for the hallway at MMA.

REPORT SUBMITTED BY: Paula Drouin

DATE SUBMITTED: 2-22-2019

JETCC Committee Representative: Leeann Hanson reported on the following:

- North Country Agenda was distributed & she gave an update
- New Exhibitors
- MEWEA - Business Meeting during the convention – By-Law Change?
- Needs a lot of helpers – Moderators for session
- Floor Demos
Stacy Thompson taking on working with the school on invited Technical school students
Offering tours of the Campus
Corn Hole – During the Meet & Greet 4:30 – 6:30 p.m.
Could use more Sponsorships
- Renewal time for Operators
- Scheduled for March 21st to introduce JETCC to the Appropriations Committee
Stormwater Committee Representative: Zach Henderson & Gretchen Anderson 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: February 28, 2019

COMMITTEE/OFFICE NAME: Stormwater Committee

CHAIR/OFFICER NAME: Gretchen Anderson / Zach Henderson

RECENT ACTIVITIES:

Statewide MS4 meeting was convened by the committee to discuss permit renewal process and potential permit changes with DEP. Representatives from all stormwater working group clusters were in attendance. DEP stated that the goal for permit effective date is 7/1/2020. The following are potential major additions to the permit:

- TMDL/Impaired Waters
- Analytical Dry Weather Outfall Monitoring
- Wet Weather Assessments

Overall, meeting opened lines of communication with DEP and permittees as well as facilitated needed transparency in regards to permit issuance timeline.

DECISIONS MADE: None

MEETINGS HELD/ATTENDED:

- Permit Renewal Discussion (2/14/19)

ACTION PLAN COMMITTEE/OFFICER ASSIGNMENTS:

NEXT MEETING/OTHER IMPORTANT DATES/DEADLINES:

OTHER RECOMMENDATIONS & MISCELLANEOUS:

REPORT SUBMITTED BY: Gretchen Anderson

DATE SUBMITTED: 2/26/2019

DISTRIBUTION:

MMA Affiliate Liaison

X Executive Committee Meeting

Newsletter

Other: 

Please check if item should be expanded for external release. □
MMA Representative: Joan Kiszely had no report.

President’s Committee Report: Stacy Thompson reported on the following:
- Email from Phyllis Rand – disappointed in not having a Spring Conference – Stacy will contact her
- Legislative are busy – EUT
- Student Symposium in Bangor on April 10th – YP Committee
- May 1 – South Portland High School Career Fair – Includes Cape Elizabeth & Scarborough High Schools
- Attending NEWEA Planning Session – March 10 & 11th
- Rhonda Irish – Calling her on Monday to book her a ticket for the DC Fly In

1st Vice President Mike Guethle reported the following:
- Will sign up for NEWEA Planning Session
- Still putting together information for funding
- Newsletter – Will do an Article on LDS to help Tim Haskell

2nd Vice President Phil Tucker reported the following:
- Had a discussion on changing levels on Sponsorships for Fall Convention

Immediate Past President Paula Drouin:
- NEWEA Photos have been posted to MEWEA’s Flickr page

6. Other New Business

7. Adjournment: Motion made by Jeff McBurnie, seconded by Gretchen Anderson, all approved to adjourn the meeting at 11:06 a.m.