

**Maine WasteWater Control Association  
Executive Committee Meeting Minutes  
Friday, December 14, 2007  
9:00 a.m.  
Grandeur Sun, Waterville, ME**

**Present:** Joan Kiszely, Tom Wiley, Travis Peaslee, Steve Sloan, Mary Waring, Chuck Applebee, Dave Anderson, Jeff McBurnie, Sterling Pierce, Brian Kavanah, June Mooney, Karen Tangeman, Lenny Blanchette, David Jordan, Steve Lane, Howard Carter, Andre Brousseau, Al Jellison, Andy Rudzinski, Brad Moore, Greg Cataldo, Ryan Wadsworth.

1. **Call to Order:** President David Anderson called the meeting to order at 9:25 a.m.
2. **Approval of Minutes - November 16, 2007:** Steve Sloan made a motion to approve the Executive Committee meeting minutes of November 16, 2007, seconded by Travis Peaslee. All approved.
3. **Treasurer's Report - Financial Reports - October 2007:** Dan Bisson reported on the October financials and noted they are in order. Dan Bisson recommended the approval of the October 2007 financials. Motion made by Jeff McBurnie, seconded by Steve Sloan, all approved the October financials.

**Financial Audit:** David Anderson requested Dan Bisson, Tom Wiley, Vivian Matkivich, and Al Jellison be put on the Audit Committee to review the financial records of MWWCA. Vivian Matkivich has not confirmed.

**Ski Event: Dan Bisson**

Dan Bisson reviewed the 2008 budget. He suggested the possibility of setting up a Ski Day. The idea would be to have this as networking. Also invite the new membership or get those who are not members and bring them to network. Mac Richardson brought this up to him. There is a financial commitment to this. We could get sponsors to cover the entire event; possibly serve drinks and snacks. The majority of the cost would not be on MWWCA. The initial cost would be a mailing and upfront money to reserve the date. He wanted to see if there is interest in doing this. Greg Cataldo noted he is in favor of this. He said most similar events are tied into a Conference. Maine Pulp and Paper does not tie their event into a Conference. They use Sugarloaf and have about 20 vendors and it works out well. It was the consensus that Ryan Wadsworth would take the lead on this event. Greg Cataldo and Travis Peaslee will assist.

Motion made by Chuck Applebee, seconded by Steve Sloan, all approved to support a Ski Day. A separate account of \$1,000 will be included in the 2008 budget.

4. **DEP Representative Report:** Brian Kavanah reported that Sterling Pierce would give an update on WARN (Water/Wastewater Agency Response Networks). This program is for Wastewater and Water.

**WARN Network:** Sterling Pierce described the WARN program and noted that verbal agreements are all that utilities currently have for mutual aid in an emergency or a disaster. The WARN network will not be contractual but agencies can sign up to participate. The WARN is intended to fill the gap until federal assistance is available.

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After Hurricane Katrina hit, the Feds noted this is a huge issue. The EPA wanted to facilitate these informal agreements to move forward and improve response. Private and public utilities can participate. They are looking to establish this network in Maine. Agreements will cross state lines if need be. Sterling passed out some draft agreements to look at. Additional applications for Federal funding are due January 7<sup>th</sup>. A discussion in relation to the State NIMS program followed.

**Brian Kavanah gave an update on a Legislative Nitrogen Initiative.** Brian noted that they met in Portland and had about 30 people. They will draft a plan for Legislators by end of January. The bill will be worked on in this Session. They are probably about 3 to 4 years away from getting this program finalized.

Brian also reported on Wastewater licensing fees. He believes the base and pollutant loading fees will stay the same, but that DEP will add an additional fee for re-licensing. Our representatives on the Task Force are Paul Rodriguez and Betty Marchesseault. There will be five different categories of fees. DEP lost a staff position and will use this money to bring this position back. This will have to go through Legislation. If the Bill passes it would be implemented next year. They have been switching positions around to reduce some of the workload.

5. **Government Affairs Committee:** Chuck Applebee reported Greg Cataldo has been working with Sen. Phil Bartlett about proposing a bond issue. They want to have a conversation with leading legislators on this issue. We would like a bond issue for capitalization grants in the fall of 2008. The Governor is not in favor of this bond.

Chuck Applebee reported that Andrew Gilmore is the new lobbyist. A report was distributed.

It was noted that we should make the intent of the Clean Water Fund clearer. Legislators think clean water is drinking water. The Clean Water Fund is Wastewater. We need to combine our efforts with Maine Water Utilities, as it will be one bill.

6. **NEWEA State Director:** Brad Moore reported some proposed changes at NEWEA. There was a Task Force put together to review elections. They are considering changing the nominating process and opening it up to include State Associations. The make-up of the Nominating Committee is being reviewed to see if there should be more people considered for these positions.

They want to look at how the organization is governed. They are considering giving the senior management team more duties. This would streamline some of the process. At-Large Directors possibly could be voting members. They are trying to get other sectors involved such as vendors. The idea is to increase the experience in the organization.

Awards Committee: They are considering having someone oversee this for three years to add some consistency. They are looking at taking this position away from the Past President.

Nominations are open for Public Officials Award. This award recognizes those that have provided support for the Water Environment. They need to be members of WEF. Greg Cataldo noted that John Martin, Hannah Pingree, and Pat Flood, all from Maine, have been suggested. The Committee will review these.

Dan reported that anyone who is not registered for the NEWEA conference needs to do so soon, and make his or her overnight room reservation.

7. **Correspondence**: David Anderson passed around the correspondence file and reviewed the contents.
8. **Committee Reports**:
  - a. **Past President**: Andy Rudzinski – No report.
  - b. **2<sup>nd</sup> Vice President**: Tom Wiley – No report.
  - c. **Convention Committee**: Travis Peaslee reported that he and Joan Kiszely were going to Bangor & Brewer to meet with Jeff's Catering and Spectacular Events. They will make their choice on which site after their meeting. Travis also reported that he, Steve Sloan, Joan Kiszely would be moving forward to review the Sunday River Fall Conference contract. The Golf Tournament was confirmed today for September 24<sup>th</sup> at 9:00 a.m.
  - d. **Collections Systems**: Steve Sloan – No Report.
  - e. **Laboratory Committee**: June Mooney and Karen Tangeman – No report.
  - f. **Personnel Advancement Committee**: Greg Cataldo noted he is retiring from Personnel Advancement. Gregg Kidd is taking this position over. Greg has enjoyed his time here. **MWWCA thanked him for all his service.**
  - g. **JETCC**: Lenny Blanchette - JETCC's financial statement for FY2007 had a \$2,400 surplus but had carryover from 2006 resulting in a net loss of around \$7,000. Thanks to all the financial supporters. They are looking for additional revenue sources and considering a solicitation letter to send out to the major industries. NEIWPC is considering increasing fees for operator certification renewals and exams. The North Country Convention Committee has been established and JETCC is looking for a MWWCA representative to assist with organizing. Anyone interested please contact Lenny. Gil St. Pierre has resigned his position from the JETCC Board and MWWCA needs to appoint someone to replace him as the POTW representative. Dennis Thayer represents municipalities. David noted to keep this in mind and if someone knows of someone that might be interested, please let Chuck Applebee or David Anderson know.
  - h. **Ops Challenge Coordinator Report**: Andre Brousseau reported that vests for the Ops Challenge team have arrived. The team will be in Boston for the NEWEA conference, so they will give them to the team there. The Ops Challenge committee is going to change the way they are doing their budget. Funds for the National event and New England event will be separated. The WEF Journal just came out with a great on Ops Challenge at WEFTEC that highlighted the Maine team's success.
  - i. **Membership Committee**: David Jordan reported that we have 631 members to date. It might be good to showcase that the Ops Challenge team won the National Event. This would really help membership.
  - j. **Safety Committee**: Al Jellison – No report.
  - k. **Public Relations Committee**: Ryan Wadsworth reported that at the Fall Convention he talked to Brian Tarbuck. They want to put their efforts together to publicize the water and wastewater industry to high school and college students. He attended a meeting in Bath. They came to a consensus that the workload is a lot. Maybe pool their efforts in getting into the Water resources in the technical

colleges. They have another meeting next Friday. Chuck Applebee feels this is a good idea. The next step is to get to the high schools and get the word out there. Ryan noted that his stock of shirts is getting low. He would get some quotes and make sure we are re-stocked for the next Fall Convention. It was commented that NEWEA doesn't sell clothes anymore. Everything is done over the Internet so people can order their size. Brief discussion of putting a link on our website going directly to the company for merchandise sale to keep the Association out of the sales business. The committee is also looking into getting new items for the MWWCA booth.

- l. **Pretreatment Committee**: Mike Micucci – Absent.
  - m. **Awards Committee**: Mary Waring – No report.
  - n. **Communications Committee**: Mac Richardson – Absent.
  - o. **Residuals Management Committee**: Jeff McBurnie – No report.
  - p. **Website**: Steve Lane reported he would like to give a fresh look to the Web site. He is looking for some assistance with this. If you have anything additional please drop him an email. Brief discussion on whether the Executive Committee liked the current format and how it is working. Steve noted that he had provided a Comprehensive Report for them to review, and it has a lot of information. This month we had about 1,500 visitors to our website. He would like information on the Award Winners from 2007 to post on the website for recognition. He thanked Charlie Tyler for all the photos he gives him to post on our website. The President thanked Steve for all his hard work.
  - q. **Incoming President**: Chuck Applebee noted that he would finalize the 2008 calendar with Joan Kiszely. He is also working on finalizing the Committee chairs. He should have both completed by the January meeting. He will also work with Joan Kiszely on the MMA administrative agreement.
  - s. Howard Carter will be leaving the board and he thanked everyone and noted he has enjoyed working with everyone. **The MWWCA thanked him for all his service.**
9. **Old Business**:
- a. Adoption of 2008 Budget: Dan Bisson & Chuck Applebee presented the 2008 Budget. Motion made by Jeff McBurnie, seconded by Steve Sloan, all approved the 2008 Budget as presented with amendments.
  - b. Update on credit cards and Administrative Guide: Joan Kiszely reported that she has no information on the credit card issue. She also noted that Margaret Langhill would have the Administrative Guide updated by the January meeting.
  - c. Wipes: MWWCA is considering proposing a legislative bill to address concerns about the effect of consumer wipes on pumps at treatment plants.
10. **New Business**: David Anderson thanked everyone for a great job done this year. Al Jellison and MWWCA thanked David Anderson for a good 2007 year and all his hard work.
11. **Adjourn**: Brad Moore made a motion to adjourn the meeting at 12:10 p.m., seconded by Tom Wiley. All approved.