

MAINE WASTE WATER CONTROL ASSOCIATION
Executive Committee Meeting
Friday, January 17, 2003
Maine Municipal Association, Augusta

Attendance: Al Jellison, Darold Wooley, Vivian Matkivich, Tom Wiley, Ron LeTarte, Brad Moore, Andy Rudzinski, Janet Abrahamson, Brian Kavanah, Mary Waring, Steve Lane, Paul Wintle

Absent: David Anderson, Leonard Blanchette, Jeff Pinnette, Scott Clukey, Greg Cataldo, Mac Richardson, Howard Carter

- I. **Call the meeting to Order:** Al Jellison called the meeting to order at 9:08 a.m.

- II. **Approval of the Minutes from the December 20, 2002 Meeting:** Darold Wooley made a motion to approve the minutes of the December 20, 2002 meeting. Tom Wiley seconded the motion. All approved.

- III. **Treasurer's Report:** Vivian Matkivich reported on the financial reports for the period ending December 31, 2002. Vivian noted that the Scholarship Fund account transfer correction was made. She further reported that a couple accounts went over budget, but everything else was fine. Brad Moore made a motion to accept the Financial Report for the period ending December 31, 2002, as presented. Janet Abrahamson seconded the motion. All approved.

- IV. **NEWEA State Director's Report:** Greg Cataldo was not present – no report.

- V. **DEP Representation:** Brian Kavanah reported that DEP is dealing with lawsuits from the Conservation Law Foundation (CLF) against Freeport Sewer District and Englehardt, a fish scale processor located in Eastport. He reported that the CLF published a white paper to the press that cited DEP's lack of action on certain discharge permit violations. Discussion on these matters took place. DEP will meet internally next week to re-evaluate their actions. He would expect that there would be more water quality issue lawsuits against Maine entities from CLF in the future.

- VI. **Old Business:**
 - a. **Dental Amalgam Bill:** Vivian Matkivich reported that she has not heard anything recently from Karen Brown-Mohr, but that Karen previously advised that the MWWCA dental amalgam bill is being written. The Maine Dental Association has presented a similar bill that has been seen by most of the Pretreatment Committee. Ron LeTarte will provide a copy to those who have not yet seen it. Vivian Matkivich sent a survey to dentists in Lewiston-

Auburn. Replies show that many dentists are removing amalgam from wastewater. Some are recycling, some are disposing the mercury in bio-hazardous waste, and others are throwing it in the municipal solid waste. . Vivian has written Sterling Pierce and Ron Dyer of Maine DEP for guidance on how Maine dentists should dispose of mercury wastes but has not received any answer. Andy Rudzinski reported that he was surprised on the surveys he received back from dentists in Bangor showing that most had some sort of mercury amalgam removal program in place.

- b. Salary Survey: Al Jellison is helping the membership committee with this year's survey. New data has been added since last year, to help avoid some data input problems found last year. Al has decided to send out business reply envelopes rather than stamped self addressed envelopes with this year's survey, MWWCA will only pay for postage when these envelopes are received back from respondents. Right now GWI will not allow MWWCA to put further information on the MWWCA web site, so at the present time, the salary survey cannot be posted there. He will wait to hear Steve Lane's Web Report, as there is money in the budget to look into another domain host. Joan Kiszely reported that she could get the survey out by the end of next week (January 24, 2003).
- c. Marine D.O. Standards Update: Howard Carter was not present – no report. Janet has not heard that there had been another meeting since the last one was canceled. The Committee will put this issue on hold.

VII. Committee Reports:

- a. Government Affairs: Mike Farmer was not present – no report.
- b. Communications: Mac Richardson was not present. Vivian Matkivich reported that articles have been submitted and the paper is ready to go.
- c. Membership: Paul Wintle noted that they are working on the salary survey. Membership renewals are going well and we have taken in over \$18,000.00 in dues so far this year. There was discussion about attracting new members from Public Works departments that will need training to meet requirements of Stormwater Phase II regulations. He noted that, according to Brad Moore, there will be a public informational meeting January 24th in Bangor on Stormwater Phase II requirements. Brad did not have many details on the meeting.
- d. Laboratory: David Anderson was not present – no report.
- e. Personnel Advancement: Janet Abrahamson reported that the Committee is formulating a schedule for the Spring Conference and will put a brochure together. A meeting is planned for February 3rd. Janet read a list of possible training topics. She will invite Jeff McNally from Maine Water Utilities to their

meeting on February 3rd. She noted that they would like to get two presentations by DEP on the topics of understanding DMR reports and codes, and updating and writing O & M manuals. Janet welcomes any ideas on future training topics the Executive Committee may have.

Janet was advised that session information for the Fall Convention need to be submitted to the MWWCA paper editors by May 10th in order for them to be in the newspaper before the Fall Convention.

- f. Public Relations: Brad Moore reported that he plans to display the MWWCA booth at the Bangor Garden Show. Brad asked Tom Wiley for help in getting someone to display the booth at the Portland flower show. Ron LeTarte noted that the show would be in Scarborough this year. There is a website entitled Plants, People and Places that would have information on that show.

Janet noted that there was an article in a daily paper on how municipal plants are composting their sludge. Janet passed the article around the room.

Brad further reported that he spoke with a printer about producing book covers from the winning Clean Water Week poster. The printer said he can do it but to bear in mind a book cover will reduce the size of the poster. That fact will have to be taken into consideration when choosing the winning poster. He noted that the Committee would have to watch out for graphics that may not copy over well in a smaller format. They will pursue that option and inquire about cost.

Brad spoke with Bronson regarding the list of treatment plants they will go to in order to get more video. Lewiston and Portland are on the list for their laboratories. The focus behind the video is to show what options are available in the wastewater field.

- g. Safety: Andy Rudzinski reported that all wastewater treatment plants should be reminded that their Chemical Inventory Sheets and fees are due in to Augusta by March 1st.

Andy further reported that he learned from a conversation with the Bureau of Labor Standards that the following Plant Safety Policies are required to be reviewed annually with all affected employees:

1. Bloodborne Pathogen Exposure
2. Confined Space Entry/Egress
3. Lock Out/Tag Out
4. Emergency Evacuation
5. Respirator & Fit Tests. He discussed the respirator physical exam requirements, and the different age brackets for re-evaluation. This was included in his written report attached hereto. Andy is thinking about getting a representative from Bureau of Labor Standards from the safety division to attend a Committee meeting halfway through the year to do a report. Mary Waring

thought it might be a better idea to put an interview with someone from the Bureau in the MWWCA paper. Al Jellison noted that if CMP still does their electrical safety program, it may be beneficial to offer the program at the Fall Convention. He'll look in to it.

- h. Collection Systems: Leonard Blanchette was absent - no report.
- i. Operations Challenge: Vivian Matkivich had nothing to report on Ops Challenge.
- j. Web Master: Steve Lane reported that the web site is still in a lockdown mode and he cannot edit it. GWI capped their not for profit web hosting at 3 megabytes. Their goal is to move it to a web hosting business. Al Jellison asked Steve to inquire as to whether GWI be willing to give a discount if MWWCA went to a web-hosting site. Steve will make contact with GWI to see if this is an option. If that will not work, he will get the site elsewhere. As soon as he gets it going, he will put a note on the first page.

Steve noted that the Lagoons On-Line website is down and there is no place to put it at the current time. He asked if MWWCA is interested in helping maintain the Lagoon site. The site is about twice the size of the MWWCA site. Janet noted that it is an excellent site for lagoon operators. Al noted that maybe they should look to consolidate the site with ours and possibly keep some of it going. Al asked Steve to prepare a report on the costs, benefits, and what it would take to keep the site going and present it to the Committee.

- k. Industrial Representative: At the present time this position is vacant.
- l. Residuals Management: Vivian Matkivich reported that a meeting had been held, and goals for 2003 had been set.
- m. Awards: Mary Waring reported that she would be on vacation for the next meeting. She wanted to clarify that the only award she needs to order is the Past President plaque. She inquired as to what the lifetime members received to make sure there was no plaque to order. Brad Moore thought it might be a nice idea to have a plaque of all the life members that could be displayed at the booth. Discussion took place on what to do about a lifetime member plaque. Mary will be redoing the MWWCA Past Presidents plaque, to allow for more names.

Tom Wiley made a motion to have a current life member plaque made, either using the existing MWWCA Past Presidents plaque, and if that cannot be done, have a new one made, for the MWWCA booth with the money coming from the Membership Committee. The price for the plaque should not exceed \$150.00 and should be able to fit 50 names. Andy Rudzinski seconded the motion. All approved.

It was decided that MMA would prepare certificates for this year's lifetime member winners. Mary Waring will order award ribbons for the Stockholm Jr. Water Prize, and also a plaque for the winner's high school.

Mary further reported that she would have the framed Clean Water Week posters to Al in March for presentation to the Maine congressional delegates in April.

- n. Past President: Howard Carter was not present – no report.
- o. Pretreatment: Ron LeTarte reported that the committee did not meet. They are presently discussing the Dental Amalgam issue.
- p. JETTC: Leonard Blanchette was not present – no report.
- q. Convention: Tom Wiley reported that Mac Richardson asked him to submit an article for the paper about the Spring Conference. He noted that once the tech sessions are finalized, it might be beneficial to go to Jeff's Catering to plan tech session's placement and the luncheon menu. Tom further reported that in March, he would be going to Point Sebago with Joan Kiszely in order to map out how the Convention will be set up. Joan noted that they would be doing a site visit at Sunday River for a possible Convention there in the future.
- r. 1st Vice President: Darold Wooley had no report.
- s. 2nd Vice President: Vivian Matkivich had nothing to report.

VIII. Other Business:

Al Jellison noted that the Industrial Representative is still vacant. If anyone knows of anyone please let Al know.

- a. Comments to NEWEA: Al Jellison asked for recommendations on issues and comments to be made on MWWCA's behalf at the NEWEA Member Association President's meeting. Al briefly went over the agenda for the meetings. Discussion took place on possible items to mention at the meeting.
- b. Position Papers: Al Jellison wants to start thinking about the Committee's input on the position papers to be presented at the Congressional briefing in April. Tom Wiley suggested a one-page update on last year's issues. Discussion took place. Some new issues are dental mercury and storm water. Al will have this item on the agenda next month.

Darold asked if anyone has had any experience with funds from Congress dedicated to one community that were then re-directed elsewhere by the

funding agency. Discussion on whether this would be a subject worthy of a position paper.

c. Spring Conference: Tom Wiley reported that there will be a meeting at MMA on February 3rd regarding the training sessions and the facility is all set. Al Jellison will ask the Brewer Town Manager to speak and invite the proper people to distribute the awards. Tom noted that he would like to get the AV equipment matter handled well before the date of the conference.

d. Administrative Guide: Al Jellison reported that the Admin Guide would not be put out until all sections are updated. Al reviewed the meeting schedule with the Committee. Vivian Matkivich is updating the Check Request procedure.

Al distributed the draft contract for Karen Brown-Mohr and asked for the Committee's permission to sign the contract. He noted the few changes. Discussion took place on what Karen charged MWWCA in 2002. Al did not see any reason to change the contractual fees.

Mary Waring made a motion to accept Karen Brown-Mohr's contract for 2003 as presented. Darold Wooley seconded the motion. All approved.

Al distributed the proposed 2003 budget and the Committee reviewed and commented.

Mary Waring made a motion to accept the 2003 budget as amended at the meeting. Darold Wooley seconded the motion. All approved.

IX. Adjourn: Mary Waring made a motion to adjourn the Committee meeting. Janet Abrahamson seconded the motion. All approved.

The meeting was adjourned at 1:15 p.m.

MWWCA GOALS FOR 2003

1. **Financial Security:** Establish a reserve account goal amount (\$).
(Note: discuss this with Brian Wolcott, our accountant.)
2. **Public Education & Outreach:** Get out the word that POTWs are not designed to treat ALL wastewaters. Support and encourage household hazardous waste collection programs.
3. **Membership Communications:** Maintain and improve our web site. Evaluate the possibility of taking over some of the now defunct "Lagoons" website.
4. **Increase membership:** Establish relations with Public Works Directors. New stormwater regs. require training for public works employees.
5. **Working with other Environmental Organizations:** Improve the stakeholders process so that we are not just viewed as a rubber stamp. Meet with the new Commissioner to discuss our concerns with the current process. Establish a process for minority opinions.
6. **Motto Change:** Establish a new motto that reflects our pride in water quality stewardship and environmental protection.
7. Find a 2nd vice-president nominee before the July meeting.