

**FINAL**

**MWWCA EXECUTIVE BOARD MEETING  
Sabattus Town Hall Meeting Room  
Sabattus, ME  
June 17, 2011  
9:00 A.M.**

**MINUTES**

**Attendance:** Paul Rodriguez, Al Jellison, Travis Peaslee, André Brousseau, Mary Waring, June Mooney, Alex Buechner, Tom Wiley, Mac Richardson, Dan Welch, Brian Kavanah, Jeff McBurnie, Joan Kiszely.

**Guest:** Leonard Blanchette, Paula Drouin, Rod Strout, Connie Castonguay, Mark Duquette, Andrew Gilmore.

**Absent:** David Anderson, John Leslie, Chuck Applebee, Steve Lane, Dan Bisson, Doug Howard, Ryan Wadsworth, Aubrey Strause, Chris Higgins.

**Call to Order:** President Paul Rodriguez called the meeting to order at 9:15 a.m.

**Correspondence Folder:** President Paul Rodriguez distributed the correspondence folder.

**Approval of Minutes:** Motion made by Jeff McBurnie, seconded by André Brousseau, all approved the minutes of May 20, 2011 with minor revisions.

**Treasurer's Report:** Al Jellison reported on the April financial reports. He noted that on the funds report on the breakdown on the Joint Conference is incorrect on one document. He noted that the amount on the first sheet is correct. Paul Rodriguez reported that he received an email from Jeff McNelly noting MWUA will be invoicing us on Shirley Churchill for legislative work. Motion made by Jeff McBurnie, seconded by André Brousseau, all approved the April financial reports.

**DEP Representative:** Brian Kavanah distributed the following written **COMMITTEE REPORT:**

**DEP Update for MWWCA Meeting 6/17/11**

Submitted by:

**Brian Kavanah, Director-Division of Water Quality Management (DWQM)**

[brian.w.kavanah@maine.gov](mailto:brian.w.kavanah@maine.gov) 287-7700

**Arsenic Update**

LD 515 – *An Act to Review State Water Quality Standards* passed this session and will relax inorganic arsenic criteria by a factor of 100 as well as make some other changes to the toxics rule. DEP is initiating rulemaking to amend the current toxic rules to be consistent with the bill and to use the rulemaking process to ensure that EPA public process requirements for changes to water quality standards are met, and to ensure the package of the law and the rule are approvable by EPA. DEP is still working out the process requirements for the newly approved Department rulemaking process

**DEP Representative:** Brian Kavanah distributed the following written **COMMITTEE REPORT:**

under LD1. The law and rule will not become effective for use until approved by EPA. It is expected that this could be accomplished by the end of the year. In the interim DEP will notify dischargers in writing of enforcement discretion for arsenic related issues.

Solid waste staff and the state toxicologist recently met with stakeholders to discuss potential modifications to the sludge screening criteria for arsenic of 10 ppm. There is agreement that the criteria can be reasonably relaxed. The final number is still being determined. The Department plans on initiating rulemaking for this change and plans on conducting this rulemaking simultaneous with the toxics rulemaking for water.

**SRF Match Update**

As of 6/16/11, the final state budget is being debated. The budget contains provisions to provide money for the 5:1 state match for the CWSRF program. For FY 12 the budget contains \$850,000 of general fund money for the CWSRF match. This funding combined with an additional \$1,436,200 in surplus match from previous years at the MMBB will enable the Department to acquire the full \$11,431,000 federal CWSRF grant available to Maine for 2011.

In addition, the budget directs a portion of future payments to the state for contracts for wholesale liquor to provide matching funds for the DWSRF and the CWSRF. This is a long term provision that is designed to provide SRF matching funds from 2014-2023. As drafted, there may still be a need for matching funds for 2013.

Rep. Patrick Flood from Winthrop introduced the motions to provide for the SRF matching funds.

**SRF Principal Forgiveness Update**

On June 3, 2011 the Department notified via email all municipal wastewater facilities, systems, associations and engineering firms of FFY 2011 CWSRF Project Funding Requests.

This year the CWSRF will have approximately \$36.9 million available for low interest loans. **2011 is the second year that loan principal forgiveness (similar to grants) will be available for projects in the CWSRF.** A maximum of \$3.5 million of the \$11.4 million that Maine is receiving in federal 2011 funds can, and will, be allocated to loan principal forgiveness. Of this amount the Department intends to provide \$2.4 million in economic hardship principal forgiveness for communities and districts that have high current user charges as a percentage of the community's median household income. The remaining \$1.1 million will be provided as incentive principal forgiveness to borrowers to implement "green" projects, asset management plans that include repair and replacement reserve accounts, and/or conduct comprehensive energy audits. Please note that applicants that have previously received loan principal forgiveness from the Department for hardship or asset management are not eligible for additional asset management principal forgiveness and that applicants that previously received principal forgiveness to perform energy audits are not eligible for additional energy audit principal forgiveness.

In order to be eligible for principal forgiveness applicants will be required to enter into a binding loan commitment with the Bond Bank on or before September 30, 2012. **In order to be eligible for economic hardship principal forgiveness and/or incentive principal forgiveness, communities and districts must describe their proposed project(s) by filling out the "2011 CWSRF Project Information Request Form" and submitting the information to the Department at**

**DEP Representative:** Brian Kavanah distributed the following written **COMMITTEE REPORT:**

[brandy.m.piers@maine.gov](mailto:brandy.m.piers@maine.gov) by 4:00 pm on July 1, 2011. If you have questions regarding the information form or the process, please contact John True at 207-287-7808 ([john.n.true@maine.gov](mailto:john.n.true@maine.gov)) or Brandy Piers at 207-287-6093 ([brandy.m.piers@maine.gov](mailto:brandy.m.piers@maine.gov)).

**Status of Discharges Report**

The Department's annual Legislative Report *Status of Licensed Discharges and Combined Sewer Overflow Abatement Program* is available on the Department's webpage at:

<http://www.maine.gov/dep/blwq/report/legisreport.htm>

The report summarizes a variety of licensing, compliance, enforcement, and needs information for POTWs.

**DEP Commissioner Update**

As of 6/17/11, Pattie Aho, DEP Deputy Commissioner, has been sworn in as Acting Commissioner.

**Vacant Positions**

There are currently 3 vacant positions for DEP DWQM staff. These are on hold pending approval from State Budget Office.

- Environmental Specialist IV – Enforcement Section Manager (vacant since 8/28/09)
- Assistant Engineer for SRF program (vacant since 10/4/10)
- Environmental Engineer for SRF program (vacant since 2/25/11)

**NEWEA Representative:** Chuck Applebee distributed the following written **COMMITTEE REPORT:**

**Maine WasteWater Control Association  
NEWEA Report by Chuck Applebee**

**6-17-2011**

I attended the Spring Joint NYWEA/NEWEA Conference at Bolting Landing New York June 6-8 2011.

I attended the NEWEA Executive committee meeting. Currently there is an proposal to change the responsibilities of State Directors within NEWEA. Details will emerge over the coming year.

The conference offered a large variety of technical sessions including topics relating to collection systems, plant operations, asset management, overall watershed problems, energy and green alternatives as well as many others.

I attended the Awards Committee meeting which is working on the awards for the annual meeting in Boston Mar. of 2012.

I also attended the Government Affairs Committee meeting. Follow up on the Congressional Fly-in and planning for next year's event were discussed. NEWEA Government Affairs Committee is hoping to financially sponsor additional representatives for future Washington Visits. Details of this effort will be worked out during the NEWEA Budget Process.

The Legislative Breakfast was discussed. Several other New England States have followed Maine's lead are having successful Legislative Breakfasts to educate their state leaders on Water and Wastewater issues. The general theme is that both water and wastewater need to continue to work together with a united message.

I participated in the Collection System Committee meeting.

NEWEA will be increasing its focus on storm water issues and how they can provide the needed assistance to its members. More to come in the future.

Again the Maine's "Force Main" team made an excellent showing in the Op's Challenge Competition placing second overall with two first places and several second placing in individual events. The ops Challenge team did an excellent job representing Maine and they make us all proud.

As time progresses over the next year I will keep MWWCA Executive Committee up to speed on NEWEA issues and opportunities including the increased efforts on Storm Water, changing State Directors roles, assistance for Government Affairs events and new arising efforts.

I appreciate the opportunity to serve as the Maine Director for NEWEA and MWWCA.

Al Jellison noted that he was able to present the Junior Stockhold Award at Bangor High School.

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**Old Business:**

**Strategic Planning Review:** Paul Rodriguez reported on the Strategic Planning Session.  
 Website & Social Media Update: Tabled until July meeting.

Geodata Mapping & State Ops Exchange: Tabled until July meeting.

**New Business – Committee Reports:**

<b>Government Affairs Committee Representative:</b> Andrew Gilmore distributed the following written <b>COMMITTEE REPORT:</b>				
P: Proponent O: Opponent M: Monitor				
POSITION	L.D.	TITLE	BILL STATUS	COMMENT
M	1	An Act to Ensure Regulatory Fairness and Reform	Passed (as amended) and signed by Gov. on 6/13/2011. PL, Chapter 304	Wide ranging bill. Significant changes to BEP. Only major/substantive rules will go to the Board.
P	84	An Act to Improve the Sewer District Rate Collection Procedures (Emergency)	Passed and signed by Gov. On 4/11/2011 with Emergency preamble). PL, Chapter 26	Provides sewer districts with the same authority as sanitary districts to place a mortgage lien on real estate.
M	154	An Act to Change the Classification of the Lower Androscoggin River	DEAD	Proponents wanted change from SB to SA but DEP's data didn't support it.
O	261	An Act to Eliminate Combined Sewer Overflows in Maine Waters (Emergency)	DEAD	Committee felt current plan for elimination of CSO's by the DEP was sufficient.
M	297	An Act to Allow Treasurers to Process Tax Lien Discharge and Sanitary District Sewer Lien Documents Using Facsimile Signatures	Passed and signed into law by Governor on 5/19/2011. PL, Chapter 104	
P	331	Resolve, Regarding Legislative Review of Portions of Chapter 895: Underground Facility Damage Prevention Requirements, a Major Substantive Rule of the Public Utilities Commission	Passed with Emergency Preamble and signed by Gov. on 5/9/2011. Resolve, Chapter 31	Dig Safe bill
P	359	An Act to Authorize a General Fund Bond Issue for Wastewater and Drinking Water Revolving Loan Funds	DEAD*	* No Bond package at all this session. Balance of 2011 SRF funding put in Biennial Budget, awaiting final votes. 2012 & 2013 not yet funded. New Funding mechanism for SRF in current budget proposal for 2014-2023 to come from State liquor sales proceeds.
M	379	An Act to Stop Unfunded Mandates Concerning Waste Discharge Licenses	DEAD	No clear definition of "unfunded" mandate

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**Government Affairs Committee Representative: Andrew Gilmore distributed the following written COMMITTEE REPORT:**

P: Proponent

O: Opponent

M: Monitor

POSITION	L.D.	TITLE	BILL STATUS	COMMENT
P	407	An Act to Require Clarification of the Dig Safe Standards	Passed and signed by Gov. on 5/9/2011. PL, Chapter 72	Dig Safe bill
O	510	An Act To Exclude Shellfish Processing Facilities from Arsenic Wastewater Testing (Emergency)	DEAD	The bill was illegal under current Clean Water Act Pretreatment regulations.
P	515	An Act to Review State Water Quality Standards	Passed (as amended) and signed into law on 6/1/2011. PL, Chapter 194	See details below
M	732	RESOLVE, DIRECTING THE PUBLIC UTILITIES COMMITTEE TO ADOPT RULES AFFECTING UTILITY DEPOSITS ( NEW TITLE) An Act to Reduce Costs for Businesses with Previous Utility Payment Records	RES. 32	Applies only to transmission and distribution utilities regulated by the PUC.
M	741	An Act to Authorize a General Fund Bond Issue to Invest in Water and Sewer Infrastructure to Protect Public Health and to Facilitate the Expansion and Growth of Business	DEAD in Appropriations	No bond package this session
P	781	An Act To Establish Flushability Standards for Consumer Products Advertised as Flushable	CARRY OVER	A working group from MWWCA was formed, sent official MWWCA's position letter to INDA and ENR Committee and will meet with INDA, the manufacturer's trade association to study the issue over summer & fall 2011 and report back to the Legislature in January 2012
M	942	An Act To Exempt Municipalities from Indemnification Provisions in State Contracts	DEAD	
M	1043	BUDGET	Passed (as amended) to be Engrossed in both House and Senate - last House action 6/16/2011. Awaiting final procedural votes before being finally ENACTED by both houses and sent to Governor for signature.	Contains 2011 SRF Match funding and also the 2014-2023 SRF funding mechanism from State liquor sales contract/proceeds. 2012 & 2013 funding not secured at this time or in the current biennial budget proposal.
M	1129	An Act to Provide the Department of Environmental Protection with Regulatory Flexibility Regarding the Listing of Priority Chemicals	Passed (as amended) and signed into law on 6/13/2011. PL, Chapter 319	None of the listed chemicals are used by the wastewater industry.

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**Government Affairs Committee Representative: Andrew Gilmore distributed the following written COMMITTEE REPORT:**

P: Proponent  
 O: Opponent  
 M: Monitor

POSITION	L.D.	TITLE	BILL STATUS	COMMENT
O	1153	An Act to Regulate the Bonded Indebtedness of the State	Passed (as amended) to be Engrossed in both House and Senate - last House action 6/16/2011. Awaiting final procedural votes before being finally ENACTED by both houses and sent to Governor for signature.	Adds additional requirements when bonds are issued by the Legislature or any authority created by the Legislature. We are uncertain to whom this applies.
M	1278	An Act to Stabilize Solid Waste Management Funding	CARRY OVER	The issue of funding solid waste landfills will be carried over to the next session. Administration expected to submit larger omnibus bill.
O	1382	An Act to Protect Homeowners Regarding Sewer Liens	DEAD	The bill would have prevented a district to place a lien on a property if a tenant had defaulted on payment.
P	1483	An Act to Amend the Sanford Sewerage District	Passed and signed by Gov. on 6/1/2011. PS Law, Chapter 11	The bill came from the District to clarify language and increase the size of the Board.

Details on LD 515

increases the cancer risk factor from 1 in 1,000,000 to 1 in 10,000 which would increase current arsenic effluent limits by a factor of 100  
 allow for a reduction in frequency of Hg sampling to annual if 5 years of results are available  
 use of reserve for future growth if its use avoids a RP finding or violation of an effluent limit  
 permit limitations for metals would only be mass-based limits

Update on SRF matching funds

At this time, there appears to be no chance of getting the matching funds into the General Fund for 2011, or the 2012/2013 Biennial budget.

We are hopeful we can get a meeting soon with the Governor and confident that we can get a November bond package with or without his approval. There are still plenty of key legislators on both sides of the aisle that would like to see an infrastructure bond this November and Leadership knows we are due and need to be funded. Provided there is no budget stalemate in the Legislature, we believe we can get it done by GO Bond this November. However there are still many "ifs".

Motion made by Jeff McBurnie, seconded by Mac Richardson, all approved to support the nomination of Rep. Flood for the nomination Public Official Award for WEF.

**Laboratory:** June Mooney reported on the following:

- Had a question on the Method Rule.
- Did research on the Lab standard methods and will provide us with a report on this.

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- Certification Officer – Matt Sica from the Drinking Water Program is getting done by the end of June. He will still be on Lab Committee.

**Membership:** Chris Higgins was absent.

**Pretreatment:** Tom Wiley reported on the following:

- Met in May.
- Been involved in the Arsenic.
- Working on a Statewide User list – this will be their big goal for the year. This will be a research.
- Personnel Advancement Committee would like them to do a Tech Session on Oil & Grease Management.
- They will meet again sometime in July somewhere in Pemaquid.

**Personnel Advancement Committee:** Travis Peaslee reported the following:

- Will be moving forward on the passport.
- Have about 29 technical sessions to date.

**Personnel Representative:** Aubrey Strause distributed the following written **COMMITTEE REPORT**:

**Personnel Advancement Committee Report**  
**MWWCA Executive Committee Meeting: June 17, 2011**  
*(Submitted by Aubrey Strause)*

MWWCA Fall 2011 Convention

Aubrey, Travis, and Andre have started putting together a list of technical sessions for the Fall Convention, to be held at Sugarloaf in Carrabassett Valley. Draft session topics may include the following:

- RBCs, SBRs, Lagoons, and Trickling Filters
- CMMS and Predictive/Preventative Maintenance
- Sewer Cleaning and Rehab
- Chemicals and Polymers
- Stormwater and Impaired Water Restoration
- Electrical 101
- Panel Discussion: Health of the Gulf of Maine
- Snowfluent!
- Pump Operations 101
- Engineering Economics
- Fats, Oils, and Grease (FOG) Best Management Practices
- PLC, VFDs, Control
- Websites, social media, and image
- Wastewater Math for Process Control
- Effective Communications
- Concrete Inspection and Evaluation: PreCast and Poured in Place
- Chemical Safety, Storage and Disposal
- Filamentous bacteria primer/ *Nocardia* case study

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### **Personnel Representative:** Aubrey Strause distributed the following written **COMMITTEE REPORT:**

- Plant Level Capital Planning
- Meet the MWWCA Executive Committee/Young Professionals
- Mechanical Seals
- Maine DEP Update
- I&I Case Studies
- Pump bearings
- Bureau of Labor Update
- Biological Nutrient Removal

We have speakers identified for most sessions, and are in the process of confirming. We also plan to have a tour of the Carrabassett Valley WWTF, and a real-time demonstration of epoxy rehabilitation of a sewer manhole.

#### Operator Scholarships

The Committee did not receive any applications this quarter. We need to stress this more!

#### **Convention Committee:** André Brousseau reported the following:

- Vendor brochure is being drafted and final will go out the last week of June. We are capping the vendors at 54.
- Travis Peaslee and Joan Kiszely will meet with him after today's meeting to draft the Attendee packet and go over logistics.
- Request from Jeff McNelly to looking for us to go in on their Joint Conference. Tech sessions will be done in the am and pm on the first day. It was noted that we keep it to one day of us co-sponsoring. There was a brief discussion on this issue. It was the consensus of the Board to co-sponsor the one day with the Maine Water Utilities Association Conference. It was suggested we do our sessions on Day One.

#### **Public Relations Committee:** Ryan Wadsworth was absent. Paul Rodriguez reported the following:

- Ryan Wadsworth went to Augusta last Tuesday to meet with Governor LePage to do the presentation on Clean Water Week.

#### **Safety Committee:** Al Jellison reported on the following:

- There is new legislation regarding Cranes & hoist standards that have been updated.

#### **Communications Committee:** Mac Richardson reported on the following:

- If anyone has any comments on what has gone out, please let Mac Richardson know.
- Always looking for ideas for the newsletter.
- Newsletter to include scholarship money available.
- It was requested that Missy (MMA) do an email on the membership listserv that she is emailing out the newsletter prior to, and that it is on the website.

**Communications Representative:** Aubrey Strause distributed the following written **COMMITTEE REPORT:**

**Communications Committee Report**  
**MWWCA Executive Committee Meeting: June 17, 2011**  
*(Submitted by Aubrey Strause)*

Newsletter

Mac and I seriously need some new blood to help with the newsletter. Please, please, please actively seek people in your organizations that may be willing to help with this. We will provide topics, article length, deadlines, and editing. We're not horrible to work with (well, at least one of us).

Website Redesign

On June 10, Ryan Wadsworth, Steve Lane, and I had a conference call to lay out a plan for the MWWCA website redesign. The following are some minutes/notes from that conference call.

1. All participants like the appearance and the format/outline of Portland Water District (PWD) website. All agree that Ohio WEA's site is ugly but has nice functions.
2. Steve has been in touch with Tom Lovering at Portland Webworks (who does PWD's site), and wants to start to develop the relationship with them. We'd probably want to talk to a few designers.
3. Web designer lays the format and appearance out in a contract. They need our input in order to develop the format.
4. ALS to contact Jeri Holt to help us organize a wish list for a site, and help us know what to ask for when we "interview" designers.
5. To do MWWCA site-based registrations, will need to interact with MMA's accounting system OR have our own payment function.
6. We want to capture user information when they register for something and feed into MMA's vendor list, member list, facilities list, etc... so we can cross-check for membership.
7. Make sure site will be able to host future functions such as webinar, discussion forums.
8. Steve to develop the pull-down menus and the sub-menus based on existing MWWCA site and objectives for our future goals.
9. Aubrey and Ryan to identify features and links to have on the main page. This may be like a search bar, link to Twitter feed, scrolling news updates, etc....
10. Try to keep the process moving as best we can and keep it fresh in our minds.
11. Goal to have money in the budget for the next year.

We have reached out to Jeri Holt at MMA, who will help us put our "needs" into a list that we can talk about with potential designers. We plan to meet with her in the next week or so.

As noted, we will have planning-level costs for this task in this year's budget.

**Collection Systems:** Doug Howard was absent.

- Paul Rodriguez noted that Doug Howard has offered to partner with MWUA to discuss with MDOT coordinating efforts in utilities.

**Residuals:** John Leslie was absent.

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**Operations Challenge:** Alex Buechner reported on the following:

- The Maine's "Force Main" team made an excellent showing in the Op's Challenge Competition placing second overall with two first places and several second places in individual events. The Ops Challenge team did an excellent job.
- Team representatives from MWWCA & NEWEA will be going to California to the WEFTEC Annual Conference.
- They will keep practicing at least once a week.

**Industrial Representative:** Dan Welch reported on the following:

- Discussion on soliciting nominations on Industrial.

**Awards Committee:** Mary Waring reported the following:

- Soliciting for nominations for the following Awards:  
Charles Perry Collection Award  
Roger Gagne Award  
Industrial Award  
Pretreatment Excellence Award

**JETCC Representative:** Leeann Hanson submitted the following written **COMMITTEE REPORT** and Leonard Blanchette reported on it.



### Maine Wastewater Control Association Convention JETCC Report for June 17, 2011

#### **NEW MWWCA Convention Passports are great!**

The convention passports worked great for JETCC to record operator hours following the convention! Thank you for the effort in creating something easier to work with. We hope they also worked well for MMA and for the convention planners!

#### **Fall Convention**

JETCC will have one award to present at the Fall Convention. Please let Leeann know which day is best so we can get the recipient there. We would like to announce the names of the 22 students in the graduating MCS class on September 15th.

#### **Management Candidate School (MCS)**

We are definitely planning for the last MCS class and graduation at the Convention on September 15th. Leeann has already notified the students of the date and will encourage them to also register for the convention. As soon as the agenda is available please email to Leeann so she can forward info to the MCS students.

#### **Next MCS**

The next MCS will begin in October and will be scheduled at Portland Water District. Exact dates and day of the week are still in the works. Thank you for continued support!

**JETCC Representative:** Leeann Hanson submitted the following written **COMMITTEE REPORT** and Leonard Blanchette reported on it.

**Thank you to everyone from MWWCA who helped make the Fall 2010 – Spring 2011 training classes a success!** In total, 830 people attended the wastewater classes! We could not have done it without the help of our volunteer hosts & presenters!

***\*\*\*Through the summer we will be working on the Fall Training Calendar***

***Please contact Leeann directly if you have any ideas, training needs, or would like to assist with hosting or teaching a class.***

**Exam Dates**

We are still waiting for WW exam results on the May exam. A total of 63 people sat for the recent exam. More than half were taking the Grade 1& 2 Exam.

The Fall exam is **November 16**. Applications are due by September 30. For operators planning to take the Fall exam, we will likely have another 6-week Basic WW course to help them study.

**JETCC**  
**PO Box 487**  
**Scarborough, ME 04070**  
**253-8020**  
[www.jetcc.org](http://www.jetcc.org)

**WEB Committee:** Steve Lane distributed the following written **COMMITTEE REPORT:**

Maine WasteWater Control Assoc.



Web Developer Report for June 17th 2011  
Executive Board Meeting  
Sabattus, Maine

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**INTEROFFICE MEMORANDUM**

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**TO:** MAINE WASTEWATER CONTROL ASSOCIATION EXECUTIVE BOARD  
**FROM:** STEVE LANE, WEB DEVELOPER  
**SUBJECT:** PROGRESS REPORT ON ASSOCIATION'S WEBSITE REDESIGN  
**DATE:** 6/16/2011

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The website makeover committee consisting of Ryan Wadsworth, Aubrey Strause and myself participated in a conference call on Friday June 10<sup>th</sup> to discuss the redesign of the Association's website. A number of topics were discussed as well as a review of the notes from this spring's Strategic Planning Session.

I have contacted Tom Lovering of Portland Web Works to discuss the Association's website current structure as well as what we would like to see for a future, more modernistic look.

A meeting is being initiated with Jeri Holt of MMA to review services they may be able to provide us with this project.

Site ID: **8277943** slane@katahdinmaine.net  
http://www.mwwca.org/

**Logged In**  
[log out](#)

- Welcome
- Subscribe
- Build Index
- Customize
- HTML
- Reports**
- Admin
- Library



### Reports and Logs

Reports show how much search activity your site is getting, the top keywords that people are looking for, and a sample of the most recent queries.

Use these reports to improve your site by finding out what your visitors are looking for and adding additional content that matches their interests.

Logs files are created by our Spider as it reads pages from your website and creates your searchable index. Use the indexing logs to see which pages on your site have been indexed.

**View user search reports** and change report settings

[Activity report](#) - see the number of searches done each day

[Keyword report](#) - view the top 50 keywords

[Query report](#) - review recent queries and their results

[Report email setting](#) - get your reports by email, or not.

**Indexing logs** created when our spider indexes your site

[View log list](#) - view and select from a list of available logs

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FreeFind Reports		Activity Report	
<b>Daily Search Activity</b>			
From: Sun May 01 00:00:00 PDT 2011			
To: Thu Jun 16 07:36:30 PDT 2011			
Day	Total Queries		
Tue May 03	2		
Tue May 10	1		
Fri May 13	1		
Mon May 16	1		
Sun May 22	3		
Tue May 24	3		
Wed May 25	3		
Thu May 26	1		
Tue May 31	2		
Total for May:	17		
Thu Jun 02	1		
Tue Jun 07	2		
Thu Jun 09	1		
Total for Jun:	4		



FreeFind Reports

Keyword Report

**Top 25 Keywords**

**From:** Sun May 01 00:00:00 PDT 2011

**To:** Thu Jun 16 07:38:24 PDT 2011

(Not including common words such as "the")

Count	Keyword
3	Testing
3	Fall
3	Wastewater
3	reed
2	survey
2	jamie
2	holyoke
2	beds
2	Convention
1	certified
1	exam
1	bed
1	LIST
1	salary
1	members
1	bid
1	dates
1	wastewater
1	Conference
1	Registration
1	Sugarloaf
1	MEMBER
1	pictures
1	operators
1	jobs



FreeFind Reports

Recent Query Report

Most Recent Queries

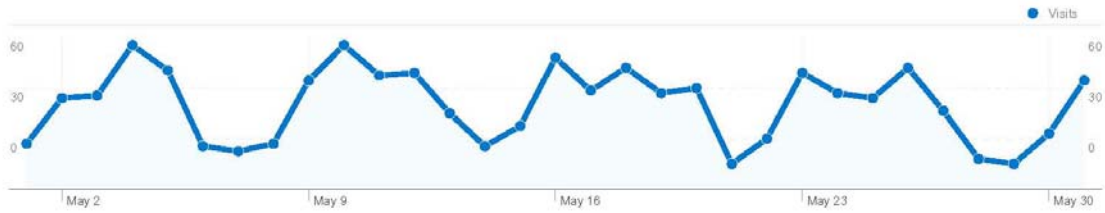
Time of Query	Query
Thu Jun 09 09:26:56 PDT 2011	<a href="#">bid</a>
Tue Jun 07 07:14:39 PDT 2011	<a href="#">Fall Convention @ Sugarloaf</a>
Tue Jun 07 07:13:45 PDT 2011	<a href="#">Fall Convention</a>
Thu Jun 02 13:07:19 PDT 2011	<a href="#">MEMBER LIST</a>
Tue May 31 07:42:52 PDT 2011	<a href="#">survey</a>
Tue May 31 07:42:20 PDT 2011	<a href="#">survey</a>
Thu May 26 04:53:05 PDT 2011	<a href="#">jobs</a>
Wed May 25 08:43:40 PDT 2011	<a href="#">reed beds</a>
Wed May 25 08:43:38 PDT 2011	<a href="#">reed beds</a>
Wed May 25 08:43:21 PDT 2011	<a href="#">reed bed</a>
Tue May 24 03:25:19 PDT 2011	<a href="#">Wastewater Testing</a>
Tue May 24 03:24:15 PDT 2011	<a href="#">Wastewater Testing</a>
Tue May 24 03:20:37 PDT 2011	<a href="#">Wastewater Testing</a>
Sun May 22 09:29:46 PDT 2011	<a href="#">pictures</a>
Sun May 22 09:29:32 PDT 2011	<a href="#">jamie holvoko</a>
Sun May 22 09:29:07 PDT 2011	<a href="#">jamie holvoko</a>
Mon May 16 12:01:02 PDT 2011	<a href="#">wastewater exam dates</a>
Fri May 13 12:17:48 PDT 2011	<a href="#">salary</a>
Tue May 10 10:37:49 PDT	<a href="#">Fall Conference</a>

2011	<a href="#"><u>Registration</u></a>
Tue May 03 10:10:07 PDT	<a href="#"><u>certified operators</u></a>
2011	
Tue May 03 08:25:02 PDT	<a href="#"><u>members</u></a>
2011	
Thu Apr 28 12:08:50 PDT	<a href="#"><u>warren</u></a>
2011	
Thu Apr 28 11:24:59 PDT	<a href="#"><u>flushable</u></a>
2011	
Tue Apr 26 14:18:12 PDT	<a href="#"><u>houlton</u></a>
2011	
Thu Apr 14 09:39:44 PDT	<a href="#"><u>vaccinations for bloodborne</u></a>
2011	<a href="#"><u>pathogens</u></a>
Thu Apr 07 08:00:16 PDT	<a href="#"><u>( Presque Isle plant) AND</u></a>
2011	<a href="#"><u>(Presque Isle plant)</u></a>
Thu Apr 07 08:00:04 PDT	<a href="#"><u>Presque Isle plant</u></a>
2011	
Thu Apr 07 07:58:58 PDT	<a href="#"><u>plant addresses</u></a>
2011	
Tue Apr 05 09:50:26 PDT	<a href="#"><u>employment</u></a>
2011	
Mon Apr 04 11:39:16 PDT	<a href="#"><u>past winning posters</u></a>
2011	
Sat Apr 02 09:33:11 PDT	<a href="#"><u>jobs</u></a>
2011	
Fri Mar 25 14:27:40 PDT	<a href="#"><u>DOUGLAS MILLER</u></a>
2011	
Mon Mar 21 13:26:31 PDT	<a href="#"><u>bid</u></a>
2011	
Sun Mar 20 19:08:09 PDT	<a href="#"><u>treated waste for gardens</u></a>
2011	
Tue Mar 15 08:13:02 PDT	<a href="#"><u>sewer rates</u></a>
2011	
Mon Mar 14 07:38:10 PDT	<a href="#"><u>butterfield</u></a>
2011	
Wed Mar 09 05:57:01 PST	<a href="#"><u>salary</u></a>
2011	
Thu Mar 03 09:46:59 PST	<a href="#"><u>hankins</u></a>
2011	
Wed Mar 02 09:01:58 PST	<a href="#"><u>Spring Convention</u></a>
2011	

Wed Feb 23 15:24:30 PST 2011	<a href="#">flushables</a>
Thu Feb 17 07:24:31 PST 2011	<a href="#">Legislative Breakfast</a>
Wed Feb 09 15:38:57 PST 2011	<a href="#">ogunquit</a>
Wed Feb 09 15:37:37 PST 2011	<a href="#">ogunquit sewer district</a>
Wed Feb 09 15:35:02 PST 2011	<a href="#">ogunquit</a>
Tue Jan 25 04:33:09 PST 2011	<a href="#">Emergency response plan</a>
Tue Jan 25 04:31:16 PST 2011	<a href="#">Emergency response plan</a>
Tue Jan 25 04:30:43 PST 2011	<a href="#">Emergency response plan</a>
Tue Jan 25 04:30:13 PST 2011	<a href="#">erp</a>
Sun Jan 23 09:29:09 PST 2011	<a href="#">open house</a>
Sun Jan 23 09:28:55 PST 2011	<a href="#">brochure</a>

www.mwwca.org  
**Dashboard**

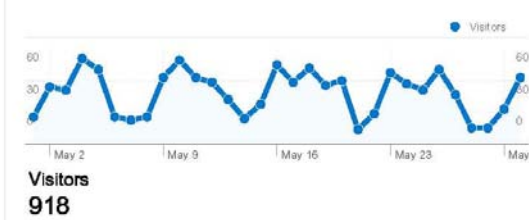
May 1, 2011 - May 31, 2011  
 Comparing to: Site



**Site Usage**



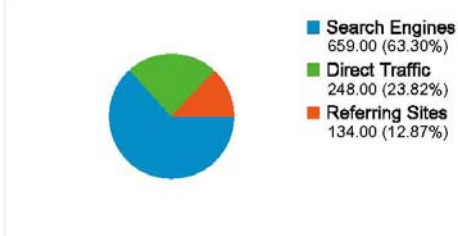
**Visitors Overview**



**Map Overlay**



**Traffic Sources Overview**



**Content Overview**

Pages	Pageviews	% Pageviews
/	419	25.77%
/kids-section.htm	218	13.41%
/index.htm	82	5.04%
/using-pdf-files.htm	82	5.04%
/newwn.htm	81	4.98%

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## Visitors Overview

May 1, 2011 - May 31, 2011

Comparing to: Site



**918 people visited this site**

1,041 visits

918 Absolute Unique Visitors

1,626 Pageviews

1.56 Average Pageviews

00:00:56 Time on Site

73.78% Bounce Rate

79.25% New Visits

### Technical Profile

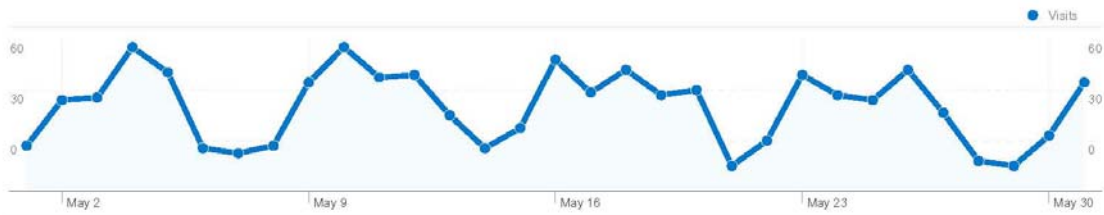
Browser	Visits	% visits	Connection Speed	Visits	% visits
Internet Explorer	644	61.86%	Unknown	1,041	100.00%
Firefox	186	17.87%			
Chrome	111	10.66%			
Safari	91	8.74%			
Mozilla Compatible Agent	4	0.38%			

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## Traffic Sources Overview

May 1, 2011 - May 31, 2011

Comparing to: Site



All traffic sources sent a total of 1,041 visits

23.82% Direct Traffic

12.87% Referring Sites

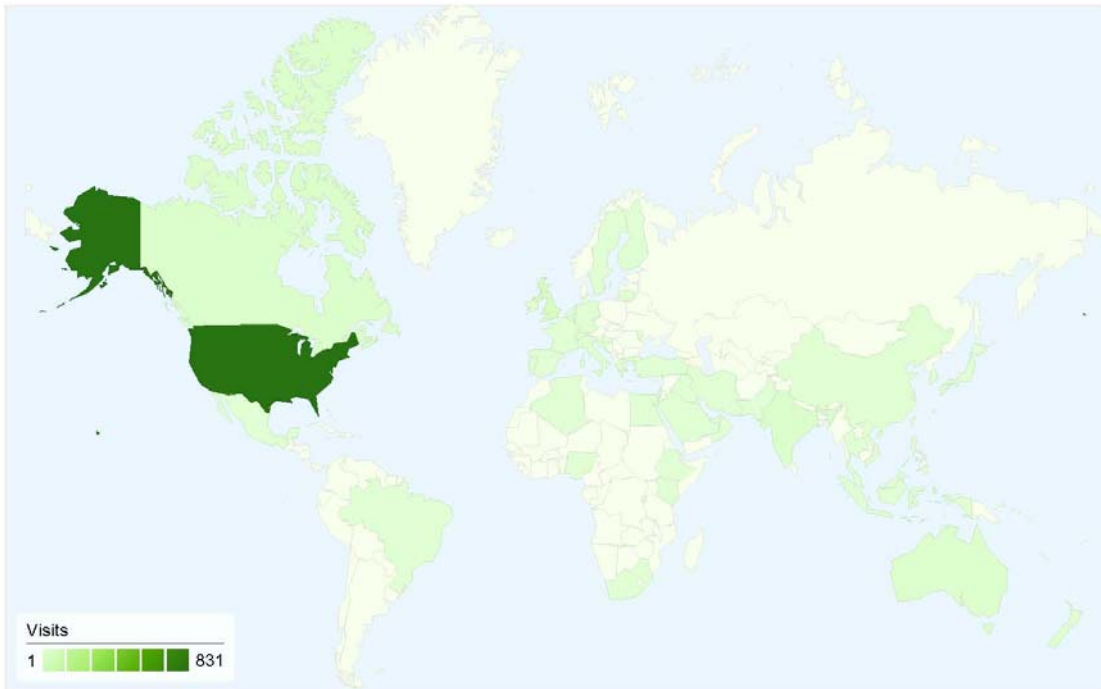
63.30% Search Engines



- Search Engines  
659.00 (63.30%)
- Direct Traffic  
248.00 (23.82%)
- Referring Sites  
134.00 (12.87%)

### Top Traffic Sources

Sources	Visits	% visits	Keywords	Visits	% visits
google (organic)	555	53.31%	mwwca	23	3.49%
(direct) ((none))	248	23.82%	interactive pdf	22	3.34%
bing (organic)	48	4.61%	maine wastewater control	21	3.19%
google.com (referral)	36	3.46%	wastewater treatment process	15	2.28%
yahoo (organic)	34	3.27%	maine wastewater	9	1.37%

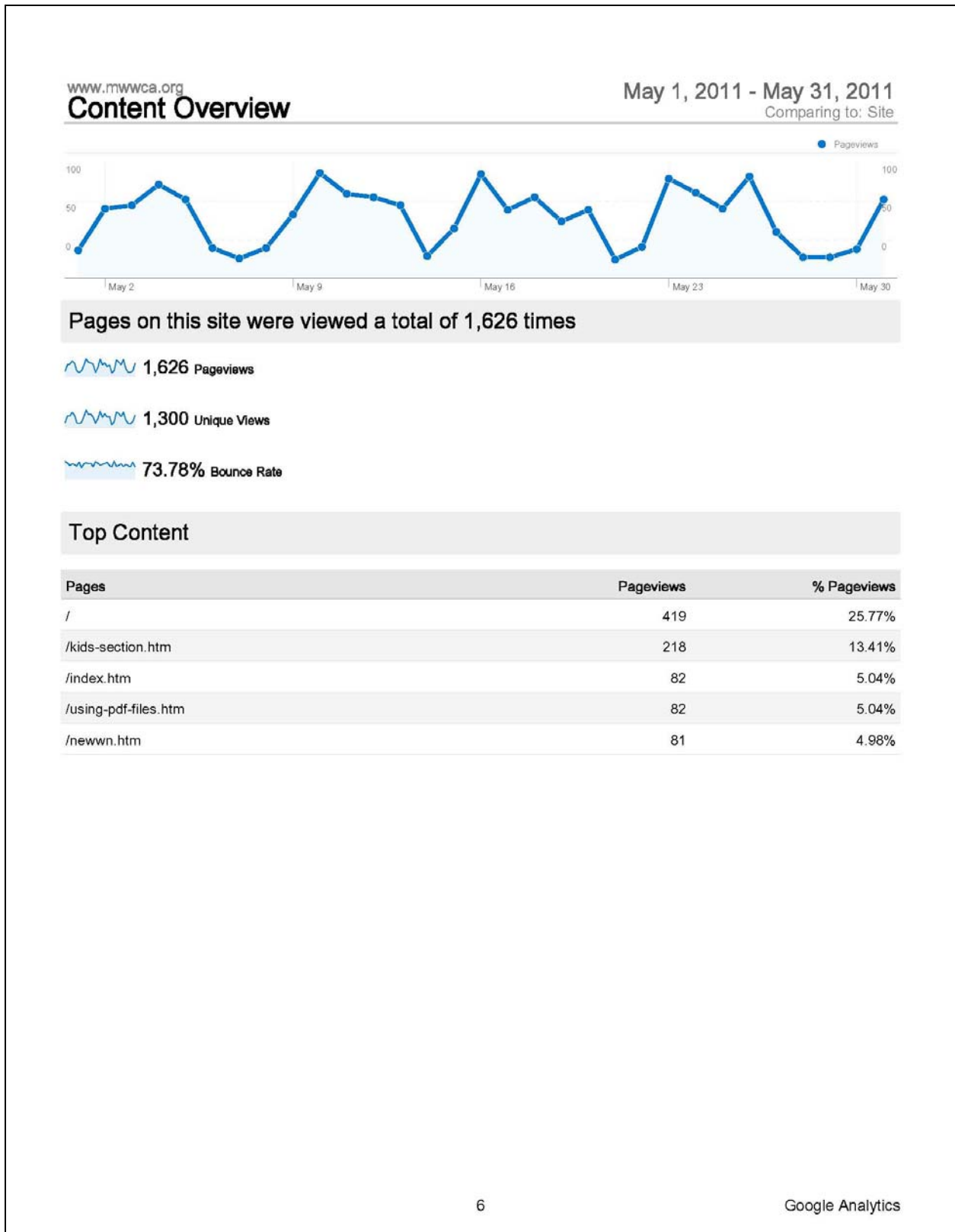


**1,041 visits came from 53 countries/territories**

Site Usage					
Visits	Pages/Visit	Avg. Time on Site	% New Visits	Bounce Rate	
<b>1,041</b> % of Site Total: 100.00%	<b>1.56</b> Site Avg: 1.56 (0.00%)	<b>00:00:56</b> Site Avg: 00:00:56 (0.00%)	<b>79.25%</b> Site Avg: 79.25% (0.00%)	<b>73.78%</b> Site Avg: 73.78% (0.00%)	
Country/Territory	Visits	Pages/Visit	Avg. Time on Site	% New Visits	Bounce Rate
United States	<b>831</b>	1.63	00:01:03	74.61%	72.44%
United Kingdom	<b>43</b>	1.26	00:00:32	97.67%	83.72%
India	<b>22</b>	1.36	00:00:25	100.00%	72.73%
Canada	<b>20</b>	1.45	00:01:25	95.00%	75.00%
Australia	<b>18</b>	1.39	00:00:34	100.00%	66.67%
Germany	<b>8</b>	1.38	00:00:05	100.00%	62.50%
New Zealand	<b>7</b>	1.43	00:00:56	100.00%	71.43%
Hong Kong	<b>6</b>	1.67	00:00:12	100.00%	66.67%
Ireland	<b>5</b>	1.80	00:00:47	100.00%	20.00%

# FINAL

China	4	1.50	00:00:05	100.00%	75.00%
					1 - 10 of 53



**MMA Rep:** Joan Kiszely reported that she would like to put together a listing of all Chairpersons of Superintendents in municipalities. She could then email the Fall Convention

## **FINAL**

brochures out and invite them to the Fall Convention. She thinks this is another audience that MWWCA could have at their Conference.

Paul Rodriguez suggested we also send a letter out regarding the meeting schedule to invite them to our Executive Board meeting.

**1<sup>st</sup> Vice President Report:** Jeff McBurnie – no report.

**2<sup>nd</sup> Vice President Report:** Travis Peaslee – no report.

**Immediate Past President Report:** André Brousseau – no report.

### **Other New Business:**

Paul Rodriguez reported that the next MWWCA Executive Board meeting will be July 29, 2011 at Sugarloaf (8:30 a.m. there will be a Continental Breakfast; 9:00 a.m. the Board meeting; 11:30 a.m. Resort Tour and 12:30 p.m. will be lunch). He noted that there is a room block on July 28<sup>th</sup> for those that would like to come up the night before. The fee is \$99.00.

**Adjournment:** Motion made by Jeff McBurnie, seconded by Al Jellison, all approved to adjourn the meeting at noon.