

MAINE WASTE WATER CONTROL ASSOCIATION
Executive Committee Meeting
Friday, November 21, 2003
Maine Municipal Association, Augusta

Attendance: Al Jellison, Darold Wooley, Dave Anderson, Brad Moore, Mac Richardson, Janet Abrahamson, Ron LeTarte, Tom Wiley, Chuck Applebee, Lenny Blanchette, Dan Bisson, Greg Cataldo, Brian Kavanah, Paul Wintle, Mary Waring, Nancy Sargent

- I. **Call the meeting to Order:** Al Jellison called the meeting to order at 9:05 a.m.
- II. **Approval of the Minutes from the October 17, 2003 meeting:** Mac Richardson made a motion to accept the Minutes from the October 17, 2003 meeting, as amended. Brad Moore seconded the motion. All approved.
- III. **Financial Report:** Vivian Matkivich reported on the financial reports for the period ending October 31, 2003. Vivian noted a problem with the scholarship accounts. Discussion on the scholarship accounting issue, which will be corrected by MMA on the November statement. There was no adjustment to October's "bottom line." Mac Richardson made a motion to accept the financial report for the period ending October 31, 2003. Tom Wiley seconded the motion. All approved.

Charles Perry Award Certificate of Deposit and IRS Form 990 reporting.
Vivian reported that the auditors asked why MWWCA and MMA have not reported the Charles Perry Award CD activities to the IRS. The current balance for the CD is \$4,923.83. Lenny Blanchette has taken out some funds and put them in a checking account for immediate use. MWWCA will start reporting the funds in the CD and checking account this year (in 2004 for 2003). The Collections Committee Chair will need to submit a year-end report to MMA. MMA will report the on the accounts, but they will not track the accounts. Vivian noted that the rules regarding the Charles Perry Award accounts should be placed in the MWWCA Admin Guide. Vivian asked Lenny Blanchette, the Collections Systems committee chair, to send her a copy of the contract or other documentation showing conditions and agreements with the Charles Perry Family so they can be added to the MWWCA Admin Guide.

Dan Bisson noted that he is working with Vivian on taking over the Treasurer/Secretary position. Dan Bisson also suggested that MWWCA display their booth at a MEPC (Maine Engineering Promotional Committee) event to promote the MWWCA.

- IV. **NEWEA State Director's Report:** Greg Cataldo reported that the last NEWEA event he attended was the financial seminar on Tuesday November 18th. He noted that his 2004 budget requests funding for the same travel and programs as this year. NEWEA's major initiative in 2004 will be increasing its membership. Greg will officially step down as the Maine State Director at the NEWEA Winter Conference in January, 2004. Howard Carter will take over as the Maine State Director.
- V. **DEP Representative:** Brian Kavanah reported on the recent delegation of disputed non-Indian territory. He noted that the only areas of Maine not now NPDES delegated to DEP are those lands totally owned by Native American tribes. The Federal Register notice announcing delegation came out two days ago.

Brian reported on two positions that were filled in the Department. Steve Davis will be the new Director of Waste Management, which includes oversight of permits and rules for land application of biosolids. Steve will start in January 2004. David Littell, formerly with Pierce-Atwood, will be the new Deputy Commissioner and will start on December 3rd.

Brian spoke with Phil Pickering about MWWCA's plans to introduce legislation regarding electrical work at publicly owned treatment works. Mr. Pickering will track the bill for the Department.

Brian discussed the recent DEP and stakeholders meeting regarding fresh water bacteria standards. Representatives for stakeholders included Darold Wooley, Brad Moore and Chuck Applebee. The Department is planning to work on a model, and do what is necessary to complete their portion for the legislation. Discussion on the proposed language. Brad Moore noted that some of the MWWCA membership will be affected by the proposed changes to water quality limits for bacteria. Discussion on the loadings from both point and non-point sources. The DEP will ask MWWCA representatives to review their model to see what allowance has been made for bacteria from non-point sources. Discussion continued on what information will be taken into account when DEP comes up with their model.

Andy Fiske, new DEP Director of the Bureau of Water Quality, will attend the December MWWCA Executive Committee meeting. A meeting between Andy and MWWCA officers and selected chairs will be set up some time after that.

Brian noted that the DEP is having discussions with a newly formed environmental group called Environment Maine. This group is headed up by Matt Davis, who used to work with PIRG (Public Interest Research Group). Brian suggested that MWWCA members view their website to see what Environment Maine hopes to accomplish. They have officially asked the DEP

for information on specific dischargers. Their perception is that DEP is not doing enough enforcement. DEP will meet with them on December 4th.

Brian further reported that DEP recently settled a Consent Agreement which includes a SEP (Special Environmental project) in lieu of fines. The SEP will fund a JETCC program to provide manuals and training for wastewater laboratories regarding Quality Control and Assurance. Greg Cataldo noted that EPA is increasing the use of SEPs as well.

Janet Abrahamson noted that fresh water D.O. Standards have been published. Janet noted that her stakeholders group has asked Jim Stallman, DEP, several times for the data DEP used to complete the model, but have been unsuccessful in obtaining it. Janet reported that Willis Emmons is very anxious to get the data.

EPA has published a draft guidance for Flow Blending during wet weather conditions. It has a new definition of "bypass." Discussion on what EPA noted regarding blending and permit limits. Brad Moore encouraged the membership to read this document. Janet will e-mail copies of the draft guidance to the Executive Committee.

VI. Old Business:

- A. **Electric Legislation:** Al Jellison reported that proposed legislation regarding State requirements for electrical work at publicly owned treatment works was dropped, but the bill could go to the next Legislature. Discussion took place as to where things stand now, what can and cannot be done.
- B. **Conference and Convention for 2004:** Tom Wiley reported that he and Joan Kiszely visited the Holiday Inn in Ellsworth. He reported that the facility would work, but it would be more expensive than Jeff's Catering. Darold Wooley decided that the Spring Conference will be held at Jeff's Catering in Brewer on May 14, 2004. Tom further reported that Joan Kiszely has contacted Point Sebago about the 2004 Fall Convention (September 15th through the 17th, 2004). MWWCA wants venue and noise control improvements. Tom noted that the Holiday Inn in Ellsworth is still being considered as a site for future Spring Conferences or Fall Conventions.
- C. **2003 Fall Convention Recap:** Tom Wiley did not have anything further to report.
- D. **NEWWN Contract:** Al Jellison reported that Heidi Gage gave him a verbal contract and it is his recollection that the newspaper will cost the Association the same in 2004 as in 2003. Al will bring the NEWWN contract to the Executive Committee at the December 19th meeting.

- E. Motto voting results:** Al Jellison reported that there were 297 responses. The top vote getter was, “Water Quality-Our Maine Concern.” The runner-up was “Maine’s Water Quality Professionals.” A motto change may be adopted at any time and does not need to be approved by the entire membership. Mac Richardson made a motion to accept the recommendation of the membership by choosing “Water Quality – Our Maine Concern” as the official motto of the Maine Wastewater Control Association. The motion was second by Greg Cataldo. All approved. The Public Relations Committee will design a graphic reflecting the new motto and will bring the graphic to the Executive Committee for approval.

Al Jellison noted that MWWCA will have no further discussion on the request by Ed Laing to support legislation requiring binding arbitration for municipalities engaged in labor disputes. Mac Richardson noted that MWWCA is made up of members from both Management and Labor and he feels that MWWCA cannot support one against the other. Lenny Blanchette also feels that the Association should remain neutral.

VII. Committee Reports:

1st Vice President: Darold Wooley reported that he attended a meeting on the DEP’s plans for electronic DMR (Discharge Monitoring Report) reporting. He thinks it will work, but unfortunately, the software does not allow an operator to move data between a spreadsheet form (such as “Excel’) and the DMR form. He thinks the program will be tested by the summer of 2004 and rolled-out in 2005.

Awards: Mary Waring noted that she is working to update the Awards section of the Admin Guide. Mary will have to order new medallions, as there is a new logo.

Residuals: Jeff Pinette was absent. Mac Richardson reported that the Residuals Committee met twice and that the minutes were provided for this meeting. The Committee would like to have more municipal members. Current members are concerned that there is a large contingency of biosolids contractors on the committee. The Committee drafted a budget at the last meeting. They also discussed getting new pictures that relate to residuals and use them to update the MWWCA display booth. Mac mentioned that there is a concern that as both federal and state regulations are tightened, there are a number of instances where the rules are in conflict with one another. Discussion on examples of the rules in conflict and how to address those issues. Mac further reported that the Committee is working with the George Mitchell Center on funding the White Paper on biosolids application. They hope to devise a letter by December 1 that will be suitable to send out to treatment plants and other organizations.

Communications: Mac Richardson reported that the next MWWCA newspaper would be out by the middle of December. Heidi advised him that if they need to fill space in the paper, she has pictures from the Fall Convention. Vivian Matkivich noted that Steve Lane started a Yahoo Discussion Group for MWWCA members. Janet distributed a copy of his e-mail describing how to join and said she thought it would be worthwhile to join the group.

Personnel Advancement: Janet Abrahamson reported that the Committee would meet in early February. Janet would like to get more people involved on her committee in order to come up with more topics for the Spring Conference and Fall Convention. Darold Wooley suggested Janet speak with Gilles St.Pierre about joining.

Laboratory: Dave Anderson reported that the Committee met on October 23 and November 13. The minutes to the October meeting were made available at the meeting. The next meeting will be in January at which time the Committee hopes to have all procedures updated. They hope to have the revised manual completed early in 2004. The next issue the Committee will deal with is whether they should compile a specific quality assurance manual. Don Albert mentioned at the Committee meeting that money might be available through JETCC for a QC/QA manual and training. The Committee will probably invite Leeann Hanson to the January meeting. Vivian asked how JETCC would do a manual when they are a training organization. David advised that the reason Leeann will be invited is to coordinate who will be doing the manual.

2nd Vice President: Vivian Matkivich reported that there are three updates to the Admin Guide which are the insurance policy; new Executive Committee list; and Articles of Incorporation. The Table of Contents will have to be updated to include the Articles of Incorporation under the By-Law Section.

Membership: Paul Wintle reported that he met with Chuck Applebee to discuss goals for the Membership Committee. He noted that the membership is slowly growing. He and Chuck will do follow-up on recruiting public works employees who work in Collections. Paul noted that he will be stepping down as the co-chair and Chuck Applebee will take over as the membership chair. Al Jellison reported that the 2004 membership renewals are currently at 104. Dues renewal invoices went out in early November and are steadily coming in. Discussion on other ways to recruit membership.

Convention: Tom Wiley reported that the Fall Convention dates are September 15 through the 17th, 2004.

Public Relations: Brad Moore reported on the production of the MWWCA video. He will show the video to the Executive Committee in January for their input. The goal is to complete it this winter and make it available in the spring. Brad asked the Executive Committee about possibly providing the video, or parts of it,

on the MWWCA website in a download version. The Committee thought it would be a good idea. Brad will discuss this with Steve Lane. Brad reported that the committee would send out the mailing to schools for the 2004 Clean Water Week Contest. They are considering the request to print the next winning poster so that it can be used as a book cover. Brad has budgeted to update the facility directory in 2004. He suggested that the directory be made available on the website. Tom Wiley noted that MWWCA is out of bookmarks and new ones should be ordered once the new logo has been chosen.

Collection Systems: Leonard Blanchette had no report. The Committee will meet in January.

Pretreatment: Ron LeTarte reported that the Committee met on October 30 in South Portland. He noted that it was a second session on assisting Maine DEP with developing guidance for calculating local limits. It was a successful meeting and the next meeting is scheduled for December 11. Ron also reported on South Portland's household hazardous waste collection activities.

JETCC: Lenny Blanchette reported that JETCC had a few items that they would like MWWCA to think about. He spoke about the JETCC needs for new funding source, including possibilities proposed at their last board meeting. Another item discussed at the meeting was that JETCC would meet with NEWEA about partnering for training. The JETCC Board also is interested in collaborating with MWWCA on a specialty conference. JETCC would like MWWCA to pay the initial cost of obtaining a high profile speaker for this conference. JETCC would pay MWWCA the total cost of their investment and any remaining proceeds would be equally divided between JETCC and MWWCA. JETCC would provide a discounted registration fee for MWWCA members. Darold Wooley noted that he thinks MWWCA is open to the concept, but would like to see a more developed proposal.

Ops Challenge: Vivian Matkivich reported that there is a team currently up and running for 2004. Tony Gordon submitted his budget request for 2004.

Government Affairs: Mike Grove was absent – no report.

Web Master: Steve Lane was not present – no report.

Industrial Representative: Mike Barden was not present – no report.

Past President: Howard Carter was not present - no report.

Safety: Andy Rudzinski was not present – no report.

VIII. Other Business:

a. Budget 2004: A 2004 budget meeting was planned to follow the regular Executive Committee Meeting.

b. Open: Greg reported that EPA is inviting proposals from non-profit organizations for grants up to the amount of \$25,000 for special environmental training projects. Greg thought MWWCA could apply for a grant to establish a pilot apprenticeship program for the wastewater treatment profession. Greg went into detail on his concept of an apprenticeship program. If this were something MWWCA wants to do, an ad hoc committee would be needed to fill-out the application. If the grant were awarded, MWWCA would set up a program in conjunction with a training facility (such as Unity College) and several plants throughout the state. Greg thinks the application needs to be completed by mid December. Greg agreed to be the chair of the ad hoc committee. It was the consensus of the Executive Committee to go forward with applying for the grant. Tom Wiley made a motion to have Greg Cataldo be chair of the Ad Hoc Committee to apply for a grant from EPA for educational services. Lenny Blanchette seconded the motion. All approved.

Janet Abrahamson reported that the Public Utilities Commission (PUC) might propose or make a rule that includes definitions of excavator/operator and requires persons who hire contractors to report non-compliance with rules for excavation/Dig Safe to the PUC. The Government Affairs Committee may want to get up to speed on this matter.

Brad Moore reported that Harry Jackson's health is very poor. He has been hospitalized in Florida and is not expected to live much longer.

IX. Adjourn: Darold Wooley made a motion to adjourn the Executive Committee meeting. The motion was seconded by Mac Richardson. All approved.

The regular meeting adjourned at Noon. It was followed by a working lunch and budget workshop.