

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

Attendance: Al Jellison, Vivian Matkivich, Mike Grove, Tom Wiley, David Anderson, Chuck Applebee, Mac Richardson, Andy Rudzinski, Leonard Blanchette, Mary Waring, Brian Kavanah, Ron LeTarte, Janet Abrahamson, Darold Wooley, Joan Kiszely, Cindy Wade

- I. **Call the Meeting to Order:** Al Jellison called the meeting to order at 9:09 a.m.
- II. **Approval of the Minutes from the August 15, 2003 Meeting:** Mac Richardson made a motion to approve the minutes from the August 15, 2003 meeting with the corrections. Leonard Blanchette seconded the motion. All approved.
- III. **Financial Report:** Vivian Matkivich reported on the July financial statements. Mac Richardson made a motion to accept the July financials as presented. Seconded by Mike Grove. All approved. Vivian Matkivich reported on the August financial statements. Mac Richardson suggested budgeting the postage, general miscellaneous, and photocopying differently or make sure that the items be applied to the correct categories. A discussion followed on this issue. Mac Richardson asked if hats and t-shirts were being purchased this year. Darold Wooley stated that they would like to, however, they want to wait to see if the logo is going to change. Mike Grove made a motion to accept the August financials as presented. Seconded by Mac Richardson. All approved. Vivian Matkivich reported on the September financial statements. Darold Wooley made a motion to accept the September financials. Seconded by Mac Richardson. All approved.
- IV. **NEWEA State Director's Report:** Greg Cataldo was not present – no report.
- V. **DEP Representative:** Brian Kavanah introduced Dave Ladd, who is in charge of the Storm Water Phase II Program. Brian Kavanah turned the floor over to Dave Ladd. Mr. Ladd reported on the NEPDES Phase II. He stated that EPA has called him and stated that they have not received reports (no exposures or NOI) from all of the facilities in Maine. Mr. Ladd reported on some of the changes that will be taking place once DEP takes over from EPA in November of 2005. Brian Kavanah reported they are still going through a transition phase. He stated that Andy Fisk has been hired. Brian Kavanah stated that Mr. Fisk is willing to come to an Executive Committee meeting to meet everyone. Al Jellison suggested that Mr. Fisk attend the December meeting. Brian Kavanah reported that DEP is in the process of interviewing for David Lenett's position. Al asked if DEP knew anything about a vote that was to take place this morning on a requirement for municipal facilities to have master electricians to work on any electrical equipment. Al Jellison stated that MWWCA is going to work on a bill on this

issue. He asked Brain to find out if DEP would take a stand on this issue. A discussion followed. Janet Abrahamson reported on the bond issue for wastewater plants that is going to voters in November. She stated that only one facility is going to get money from this bond. Other facilities previously listed will not be given any at this time. They will be in line for the next round of bonds. Brian Kavanah stated that this shows that we need to be more proactive all the way through the process. A discussion followed. Darold Wooley stated that he would send a letter out to other associations and groups inviting them to a meeting to go over issues that will be dealt with in the Legislature during the upcoming session. Mike Grove stated that the Governor wants everything to be reported out prior to January of 2004. He recommended that MWWCA start preparing for January of 2005. Mary Waring asked what Karen Brown-Mohr should be working on. A discussion followed. Andy Rudzinski asked Brian Kavanah if he knew anything about vulnerability assessments that Dick Darling is working on. Brian is going to check into this and have Mr. Darling give Andy an update on this. Janet Abrahamson asked Brian Kavanah about an article in "Inside EPA" that indicates that the EPA is displeased with the states' lack of enforcing of rules and regulations. Brian Kavanah stated that this report was supposed to be an internal memo. He explained what the EPA was looking into and why. A discussion followed on upcoming changes EPA plans to introduce. Chuck Applebee asked how the Echo Site was working. Brian Kavanah reported that Peter Rushton is the DEP contact. A discussion followed.

VI. Old Business:

A. Fall Convention Critique: Tom Wiley reported that the bill from Point Sebago was recently received. He noted that the conference evaluation forms and motto change votes were left uncounted at Point Sebago. He stated that some changes proposed for next year's convention are:

- Have different color badges for different types of registrations.
- Have a question on the vendor mailing asking whom that vendor didn't want to be stationed next to.

He reviewed the answers from vendors to questions that Vivian Matkivich had asked the vendors during the conference. A discussion followed on what others had heard from the vendors. There was also discussion about how things could be changed/moved to improve the convention for next year. Tom Wiley stated that he plans to find a new place to have meals, and to eliminate Casino Night. Tom said that revenues were \$28,419.00 and expenses to date are \$14,030.78. He said that the revenue collected from the booths was \$14,400.00. A discussion followed on ways to attract people into the vendor area. Tom Wiley suggested there be a couple of Tech Sessions on Wednesday afternoon if there is going to be more activity in the vendor area. Tom Wiley reported on the counts for the Fall Convention. He said that Mr. & Mrs. Fish were awesome. Tom Wiley reported that Scott Perry, who is taking over the Golf Tournament next year, wants to make a few changes in the tournament. Tom Wiley reported that the golf tournament lost money this year (approximately \$250.00.) Mac Richardson stated

that he doesn't understand why the golf tournament can't make any money. A discussion followed.

B. Voting on Motto Change: Al Jellison stated that the ballots cast at the Fall Convention were lost. The four presidents (President, 1st Vice President, 2nd Vice President and Past President) voted two and two on either sending out a voting package to the membership now or waiting until the Spring Conference. Al Jellison reported that MMA would pay the cost to send out a mailing for the motto vote and that MWWCA would pay the return postage. Mac Richardson suggested putting a voting box in the next MWWCA newspaper that people could cut out and return. Tom Wiley suggested sending these out with the renewals. A discussion followed. Mike Grove made a motion to go ahead with the mailing. Leonard Blanchette seconded. One opposed. Motion carried.

C. December Meeting: Al Jellison reported that the meeting will be at MMA on December 19, 2004.

D. Other: Al reported on his attendance at the MMA Convention last week.

VII. Committee Reports:

A. Awards: Mary Waring stated that she had no report. She asked why the money for the awards had come out of the Fall Convention budget. Vivian Matkivich is going to have the cost moved into the Awards Expense account.

B. Collection Systems: Leonard Blanchette had no report.

C. Communications: Mac Richardson reported that the paper should be out. He talked about some of the articles that are in the paper. They already have a couple of items for the next issue. The deadline for next issue is November 10, 2003. Mac Richardson stated that he could always use items and/or suggestions for the paper.

D. Convention: Tom Wiley reported that Joan Kiszely and he will be making a trip to Ellsworth to the Holiday Inn. He stated that if the Spring Conference were to be held in Ellsworth it would be in May instead of April. Joan Kiszely has already booked May 14th in order to hold a date. She also booked April 9th at both Jeff's Catering in Brewer and the Black Bear Inn in Orono as back ups. Tom Wiley stated that Jeff's Catering is pretty hard to beat. Tom Wiley asked if everyone felt that May 14th would be a good date for Ellsworth. He also stated that April 9th is Good Friday. A discussion followed on whether the Spring Conference should be held in May no matter where it was held. The consensus was to move the conference to May. Tom Wiley stated that MWWCA really needs to start thinking about the Fall Convention. Currently, no place has been booked. He needs direction from the Executive Committee. A discussion followed. Al Jellison asked if anyone had strong opinions against returning to

Point Sebago. It was the consensus of the Executive Committee to go back to Point Sebago in 2004.

E. Government Affairs: Mike Grove brought a written report.

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

G. JETCC Representative: Scott Clukey was not present. Leonard Blanchette reported that MWWCA needs to nominate another member to the JETCC board. He stated that Dennis Thayer has expressed an interest in this position. Leonard said that JETCC needs a formal nomination from MWWCA. Mac Richardson made a motion to have Dennis Thayer serve as the MWWCA Municipal representative to JETCC. Seconded by Darold. All approved. Al Jellison will get the letter off to JETCC next week. Leonard reviewed the upcoming JETCC training.

H. Laboratory: David Anderson reported that the committee will meet on October 23, 2003. He said that different members of the committee have been working on updating different sections of the Lab Manual. David Anderson reported that at the Fall Convention Don Albert gave a handout on Quality Control and Assurance. Al Jellison stated it was also in the O&M newsletter. David Anderson stated that there were numerous errors in some of the tables and to please disregard them. A discussion followed. David turned the floor over to Janet Abrahamson. She is working on a QA/QC manual with a facility. She has spent three days on the manual and is only half way through it. She suggests that everyone start on his or her manual early. A discussion followed. Al Jellison stated that David Anderson's term expires this year, but that we would love to have David Anderson back. David Anderson stated that he is more than willing to serve again.

I. Membership: Chuck Applebee reported that his committee discussed their goal for membership in 2003. He stated that Al Jellison, Paul Wintle and he are still working on the salary survey. Al Jellison asked whether the Executive Committee wants the salary Survey results printed or posted on the web site. It was the consensus to have it placed on the web site. Chuck Applebee stated that the Membership Committee is going to target Public Works employees as possible new members next year.

J. Ops Challenge: Vivian Matkivich reported that Tony Gordon is taking over the Ops Challenge Coordinator position.

K. Personnel Advancement: Janet Abrahamson reported that the Operator Exchange went very well. Paul Belanger from Rockland went to Massachusetts. He toured several plants. He had a wonderful time. She heard back from Jim Gobelle, the Massachusetts exchange operator, who was very pleased with his trip.

Janet Abrahamson asked for any comments on the Fall Convention so that she could start to plan for the Spring Conference. A discussion followed. Al Jellison asked that any suggestions for the Spring Conference be given to Janet Abrahamson. Janet Abrahamson wanted everyone to know that Lynne Richard from Portland arranged for the local schools to attend Mr. & Mrs. Fish. She did a wonderful job. Andy Rudzinski asked if thank you notes had been sent. Janet Abrahamson stated that they are going out today.

L. Pretreatment: Ron LeTarte reported that they met in August. The committee is working on a standardized program for local limits development. The committee is going to meet on October 30, 2003. They normally meet every other month.

M. Public Relations: Brad Moore was not present – no report.

N. Residuals Management: Jeff Pinnette was not present. Mac Richardson reported that the committee met at the Fall Convention. They are concerned about the stockpile study. It looks like there is a significant amount of ammonia coming out of the stockpiles. A discussion followed. Darold Wooley was concerned with what type of stand the committee is taking on this issue. Mac Richardson stated that the committee has not taken any stance at this point. They are waiting for the final report. Mac Richardson also reported that the committee still plans to send out a fund raising letter for the White Paper. Mac said that the Center for Food Safety has petitioned the EPA to ban the spreading of biosolids, both class A and B, in fields. The EPA must formally respond in sixty (60) days. A discussion followed.

O. Safety: Andy Rudzinski reported on safety training that the Bureau of Safety is offering this fall. He was disappointed with the low turn out for Brad Kaherl's tech session at the Fall Convention. He asked for input on ways to increase the number of attendees at an electrical safety session. They might be able to do something for the Spring Conference.

P. Webmaster: Steve Lane was not present – no report.

Q. 1st Vice President: Darold Wooley reported that the mailing for the Stockholm Jr. Water Prize went out. Andy Rudzinski asked Darold Wooley if Executive Committee members should go to the high schools in their area to promote the competition. It was decided that MMA would scan the materials, then email out copies to the Executive Committee and post it on the web.

R. 2nd Vice President: Vivian Matkivich had no report.

S. Past President: Howard Carter was not present – no report.

T. MMA – Joan Kiszely reported that MMA is working on the contract for next year. She suggested that MWWCA budget a 3% percent increase in the cost. She stated that the contract is brand new and tailored to MWWCA.

VIII. New Business:

A. Secretary/Treasurer Position: Al Jellison introduced Dan Bisson as a potential replacement for this position. Skip Clough has also come forward. Janet Abrahamson stated that Skip Clough was at the last Executive Committee meeting. Mike Grove made a motion to nominate Dan Bisson as the secretary/treasurer. Mary Waring asked Dan Bisson to give the committee some background on his qualifications. Mac Richardson stated that he has known Mr. Bisson for a while and believes that he is an excellent candidate for the office. He also stated that he would like to be sure that Skip Clough is offered another position in the association. Vivian Matkivich stated that she had spoken to both candidates and feels that either would be great. Mac Richardson seconded the motion. Janet Abrahamson made a motion to nominate Skip Clough for the secretary/treasurer. Seconded by Ron LeTarte. Al Jellison asked for a paper vote. Tom Wiley wanted to thank Vivian Matkivich for all she has done. The majority of the vote was for Dan Bisson. Motion made by Mac Richardson to appoint Dan Bisson for secretary/treasurer to start on January 2004, seconded by Darold Wooley. All approved. Al Jellison thanked Vivian Matkivich for serving in this position for the past two years.

B. Dues for 2004: Al Jellison wanted to bring this issue as the invoices will be going out prior to the next meeting in November. He reviewed the revenues and expenses for this year. Al Jellison asked if the dues should stay the same or go up. A discussion followed on the reserves. Darold Wooley made a motion for the dues to stay as they are. Seconded by Leonard Blanchette. All approved.

C. Washington Trip for 2004: Al Jellison turned the floor over to Darold Wooley. Darold Wooley was looking to the Executive Committee to see if the Washington Trip was worth taking or if the money should be placed toward having something in state. A discussion followed. It was the consensus of the Executive Committee that the Washington trip should continue.

D. 2004 Budget Planning: Al Jellison said that this was going to be tabled until the November meeting. Darold Wooley reported that the deadline for budgets would be the November meeting. Al Jellison asked if everyone would be available to go over the budget on November 21, 2004. He stated that there would be a lunch served. Janet Abrahamson won't be able to make this meeting.

E. Administrative Guide Corrections: Al Jellison asked that committee chairs submit any necessary corrections to their portion of the Administrative Guide.

F. Other: Al Jellison stated that he had a call from Ed Laing. Ed has had problems negotiating labor contract with his city. Al Jellison stated that their contract has been on hold for over one year. Ed Laing asked MWWCA to support a bill requiring arbitration. A discussion followed. Al Jellison asked everyone to think about this matter.

Janet Abrahamson reported that Maine Rural Water Association's conference will be on Dec 2nd and 3rd. She reviewed some of the speakers and sessions.

Al Jellison congratulated Andy Rudzinski on becoming the 2nd Vice President.

IX. Adjourn: Andy Rudzinski made a motion to adjourn. Seconded by Mac Richardson. All approved.

The meeting adjourned at 12:15 P.m.