

**Maine WasteWater Control Association
Executive Committee Meeting Minutes
Friday, October 19, 2007
9:00 am
Maine Municipal Association, Augusta, ME**

Present: David Anderson, Chuck Applebee, Jeff McBurnie, Al Jellison, Karen Tangeman, June Mooney, Dean Dadmun, Brian Kavanah, Andy Rudzinski, Tom Wiley, Steve Sloan, Howard Carter, Andre Brousseau, Mary Waring, Margaret Langhill

1. **Call to Order:** President David Anderson called the meeting to order at 9:07am.
2. **Approval of Minutes-July 27, 2007:** Jeff McBurnie made a motion to approve the Executive Committee meeting minutes of July 27, 2007, seconded by Steve Sloan. All approved.
3. **Treasurer's Report-Financial Reports April 2007:** Dan Bisson submitted a written report for the June-September Financials. Al Jellison made a motion to approve the June 2007, July 2007 and August 2007, seconded by Jeff McBurnie. All approved. September 2007 tabled until question about Ops Challenge Revenue is clarified.
4. **DEP Representative Report:** Brian Kavanah reported that it is the 35th Anniversary of the Clean Water Act and how this can be a great tool to educate and promote recruitment and retention in the Industry. General discussion on Resolve Chapter 49 and that MWWCA is invited to participate. General discussion on the release of the Troubled Waters Report from Environment Maine. General discussion about Fees and the shortfall projected in the account. General discussion about septage in Southern Maine.
5. **Fall Convention:** Howard Carter reported on the Fall Convention and reviewed the evaluations. Steve Sloan reported on the Golf Tournament and noted that it went very well. He has more ideas for next year, and feels we could do more in terms of revenue-it was noted that the Golf Tournament should always break even each year. Discussion about setting up a dedicated fund for the Ops Challenge Team. General discussion about the technical sessions and the participation from the MFCA.
6. **NEWEA State Director:** Brad Moore was absent and did not submit a written report. David Anderson reported and congratulated Howard Carter who has been nominated as NEWEA Vice President for the coming year. Howard gave a brief NEWEA report.
7. **Correspondence:** David Anderson passed around the correspondence file and reviewed the contents.
8. **Committee Reports:**
 - a. **Past President:** Andy Rudzinski reported on HR 2452. Brian Kavanah noted that the DEP will be commenting and will share the report with the MWWCA. It was recommended by Andy that the MWWCA needs to weigh in on this issue.
 - b. **2nd Vice President:** Tom Wiley had no report.
 - c. **Convention Committee:** Howard Carter had nothing additional to report.
 - d. **Collections Systems:** Steve Sloan had nothing additional to report.

- e. **Laboratory Committee**: June Mooney reported that they are still working on the SOPs.
- f. **Personnel Advancement Committee**: Greg Cataldo was absent and did not submit a written report.
- g. **JETCC**: Dean Dadmun reported that JETCC is getting good response from the one page flyer and lots of hits on their website. He reminded everyone that the courses are all listed on the website, and there are still spaces available for these courses. The next certification exam is November 14th and the application deadline for this has already passed. The next certification exam for 2008 is May 14th with an application deadline of March 28th. Dean added that they are looking for a picture of Tony Gordon to announce his awarding of the Lee Agger Award in their newsletter. Dean also reported that the Industrial Wastewater position on the board will be termed out in 6 months and JETCC is looking for recommendations for a replacement. There was a general discussion about the certificates at the MWWCA Fall Convention. It was noted that the yes/no column should be removed from the sign in sheets and we need to get the list of sessions the DWP and DEP for approval before the conference.
- h. **Ops Challenge Coordinator Report**: Andre Brousseau reported that The Operations Challenge Team, Force Maine, came in first place in Division Two. He noted that the team put in a lot of hard work and practice time. There was consensus that the team should be invited to the December meeting to honor them. Andre also noted that this is the third year in a row that the team has come in first place in Process Control. Andre will look into ordering vests for the team and the funds for this should be paid for out of the Ops Challenge donations revenue. Andre Brousseau made a motion to formally honor the Operations Challenge team and give them official congratulations, seconded by Chuck Applebee. All approved. Discussion about sending out a press release and to have this information put in the NEWWN newsletter.
- i. **Membership Committee**: Travis Peaslee was absent and did not submit a written report.
- j. **Safety Committee**: Al Jellison reminded everyone that October 1 is the deadline for registering extremely hazardous chemicals with the State.
- k. **Public Relations Committee**: Ryan Wadsworth was absent and did not submit a written report.
- l. **Government Affairs Committee**: Chuck Applebee reported that the GAC Committee met to talk about the potential match for SRF Funding for the year 2008. Chuck also opened discussion on how the MWWCA should move forward legislatively for the coming year. He presented a resume for Shirley Churchill and it was discussed and reviewed. Al Jellison made a motion to have Shirley Churchill conduct legislative bill tracking for one year, seconded by Jeff McBurnie. Andy Rudzinski amended the motion to add that the billing should not exceed \$2000.00, seconded by Mary Waring. The amendment carried with one opposition. The original motion was unanimously approved. Chuck added that the committee would like to start interviewing a legislative advocate and to move forward with hiring someone. Jeff McBurnie made a motion to authorize the committee to move forward with interviews and to use the remaining funds from the Legislative and Legal Services line item to pay this advocate through December 2008, seconded by Howard Carter. All approved.
- m. **Pretreatment Committee**: Mike Micucci was absent and did not submit a written report.

- n. **Awards Committee**: Mary Waring reported that she is looking to update the Past President's plaque.
 - o. **Communications Committee**: Mac Richardson was absent and did not submit a written report.
 - p. **Residuals Management Committee**: Jeff McBurnie reported that he attended the Natural Resources Committee session on solid waste, however it was mostly a discussion on landfills.
 - q. **Website**: Steve Lane was absent and did not submit a written report.
9. **Old Business**:
- a. **Strategic Planning**: The Strategic Plan has been revised and the Executive Committee made some revisions. Margaret Langhill to update and finalize the document. Tom Wiley made a motion to approve the Strategic Plan as amended, seconded by Al Jellison. All approved.
 - b. **Credit Cards**: Credit cards are in the works and it was clarified that they would currently only be accepted for events, not membership.
 - c. **Membership**: General discussion about membership and dues structure. Margaret Langhill gave an overview of the new database that is being developed and implemented and she asked that if there are going to be any major changes to the dues structure, that it be addressed before the new database is implemented. It was the consensus that the dues structure should remain the same for this year.
 - d. **Activities with MWUA**: General review. MWUA has decided not to go with a lobbyist for next year for the short session.
 - e. **Administrative Guide**: Discussion about updating the administrative guide and putting it on-line.
10. **New Business**:
- a. **Budget Requests for 2008**: Due for the November meeting. Margaret Langhill to send out the budget request form via email and Committee Chairs should send them to Dan Bisson and Chuck Applebee one week prior to the November 2007 meeting.
 - b. **November Executive Committee Meeting**: The next meeting is November 16, 2007 at MMA, the December meeting will be December 14, 2007 at the Grandeur Sun in Waterville.
11. **Adjourn**: Steve Sloan made a motion to adjourn the meeting at 12:16pm, seconded by Al Jellison. All approved.