NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING
AGENDA with All Committee Chairs
Sunday, January 21, 2018, 12:00 PM
Boston Marriott Copley Place Hotel, Boston, MA

I. Call to Order, Establishment of Quorum – Introductions and Welcome – Jim Barsanti, President
II. Approval of the Agenda – Jim Barsanti, President
III. Approval of the Minutes and Announcements of Notices – Jim Barsanti, President
IV. Key Officers Report
   A. President – Jim Barsanti
   B. President Elect – Janine Burke-Wells
   C. Vice President – Ray Vermette
   D. Past President – Ray Willis
   E. WEF Delegates –Susan Sullivan/Fred McNeill/Matt Formica/Susan Guswa
   F. Treasurer – Priscilla Bloomfield
   G. State Directors
      Connecticut – Virgil Lloyd
      Maine – Mac Richardson
      Massachusetts – Justin deMello
      New Hampshire – Sean Greig
      Rhode Island – Mike Spring
      Vermont – Nathan Lavallee
   H. Executive Director – Mary Barry

V. Council Directors and Committee Reports
   A. Ad Hoc Committee Council – Ray Vermette, Vice President
      Innovation TF – Howard Carter
      Veterans Workforce Development – Dustin Price
      Voluntary Certification TF – Tom Groves
   B. Collection Systems and Water Resources Council – John Digiacomo, Director
      Collection Systems – Peter Garvey
      CS Certification – Greg Kidd
      CSO/Wet Weather Issues – Iovone Hall
      Industrial Wastewater – Sarah White
      Stormwater – David Bedoya/Vinta Varghese
      Sustainability – Courtney Eaton/Rob Montenegro
      Water Reuse – Nick Ellis
      Watershed Management – Jennifer Johnson
   C. Communications Council – Jenn Lachmayr, Director
      Journal – Joe Boccadoro
      Newsletter – Ashley Dunn
      Public Awareness – Kate Biedron/Meg Tabacsko
      Website – Rob Musci
   D. Management Review Council – Ray Willis, Past President
      Assessment and Development – Charlie Tyler
      Awards – Mike Wilson
      Bylaws – Doug Miller
      Com. Member Appreciation – Denise Descheneau
      Nominating – Brad Moore
      Sponsor – Dennis Viggio
      Program – Amy Anderson
      Registration – Kerry Reed
   E. Meeting Management Council – Elena Proakis Ellis, Director
      Conference Arrangements – Ron Tiberi
      Exhibits – Paul P. Casey
      Scholarships – Uday Karra
      Student Activities – Annalisa Onnis-Hayden
      Water for People – Anastasia Rudenko
      Young Professionals – Ben Stoddard
VI. Action Items
A. Action Item – FY17 Q4 Report - Priscilla Bloomfield, Treasurer
B. Action Item – Move Public Awareness ad hoc to Standing Committee – Jenn Lachmayr, Director

VII. Items for Discussion
A. College Student Engagement – Jim Barsanti
B. NEWEA/NEWWA Partnership – Mike Wilson
C. WEFMAX 2021 – New England Host – Mary Barry

VIII. Information Items/Schedule of Events
A. FY2018
   d. Executive Committee Meeting All Chairs, (January 21, 2018), Boston, MA – Mary Barry
   e. Status – YP Summit - Boston Marriott – (January 21, 2018) – Ben Stoddard
   g. Status – Annual Conference – Boston Marriott - (January 21-24, 2018) – Elena Proakis Ellis
   h. Status – Plant Ops Committee - Specialty Conference, Boxford or Westford, MA - (March 2018) – Tom Hazlett
   i. Status – Industrial Wastewater Committee - Industrial pretreatment processes and challenges at a local brewery (April 2018), Red Hook Brewery, Newington, NH – Sarah White
   j. Status – Joint Asset Management and Energy Committee, 1.5 Day Seminar, Merrimack, NH (April 11-12, 2018) – John Rogers
   l. Status – Safety Committee, Safety Impacts of Climate Change (May 2018) – Dave Aucoin
   m. Status – Stormwater Committee Specialty Conference, Portsmouth Sheraton, NH – (May 6-7, 2018) – David Bedoya, Vinta Varghese, Angela Blanchette
   n. Status – Spring Meeting – Gurney’s Newport Hotel and Spa, http://www.gurneysresorts.com/newport Newport, RI (June 3 – 6, 2018) - Elena Proakis Ellis

B. FY2019
   c. Executive Committee Meeting All Chairs, (June 3, 2018), Boston, MA – Mary Barry
   d. Spring Meeting – Wentworth By the Sea, Portsmouth, NH (June 1 – 5) – Elena Proakis Ellis
   e. Executive Committee Meeting All Chairs, (January 27, 2019), Boston, MA – Mary Barry
   h. Status – Annual Conference – Boston Marriott (January 27-30, 2019) – Elena Proakis Ellis
   i. Status – Spring Meeting – Wentworth by the Sea, New Castle, NH (June 2 – 5, 2019) - Elena Proakis Ellis

C. FY 2020
   a. Executive Committee Meeting All Chairs, (January 26, 2020), Boston, MA – Mary Barry

VIII. Adjournment
I. **Call to Order, Establish of Quorum – Introductions and Welcome** – President Jim Barsanti called the meeting to order at 9:35 am. It was established that a quorum was present. The following were in attendance: Mary Barry; Jim Barsanti; Priscilla Bloomfield; Janine Burke-Wells; Howard Carter; Justin deMello; John Digiacomo; Matt Formica; Scott Goodinson; Sue Guswa; Brad Moore; Elena Proakis Ellis; Mac Richardson; Justin Skelly; Mike Spring; Ben Stodder; Sue Sullivan; Meg Tabacsko; Charles Tyler; Ray Vermette; Ray Willis Burke was established that a quorum was present.

II. **Approval of the Agenda** – A motion was made by Mr. Vermette and seconded by Ms. Burke-Wells to approve the agenda. Charlie Tyler noted that there was a typo in Item VIII.B.b. Amanda Ladd should be Amanda Lade. **MOTION CARRIED**

III. **Approval of the Minutes and Announcements of Notices** – Jim Barsanti, President. A motion was made by Ms. Bloomfield and seconded by Mr. Formica to approve the Minutes of the September 20, 2017 Executive Committee Meeting. **MOTION CARRIED**

IV. **Key Officers Report**

A. President – Jim Barsanti. Present. Report Submitted. Mr. Barsanti was invited by Bill Patenaude of RIDEM to attend and address participants at the recently held Operator Book Camp. He and Ms. Barry also visited the University of Vermont and spoke to 60-70 students about NEWEA. Ms. Barry and Mr. Fischer will visit UVM again during the GMWEA conference to meet with seniors. Mr. Barsanti stated that he feels the college outreach program is starting to pay off.

B. President Elect – Janine Burke-Wells. Present. No report submitted. Ms. Burke-Wells reports that she is focused on preparing for her Presidential term.

C. Vice President – Ray Vermette. Present. Report submitted. Mr. Vermette reports that he attended the recent Poo & Brew event in Hampton, NH and recognizes the YE Committee for doing a great job.

D. Past President – Ray Willis. Present. Report submitted. Mr. Willis has begun preparing for the Ambassador program at the 2018 Annual Conference and is searching out volunteers to help out.

E. WEF Delegates – Susan Sullivan/Fred McNeill/Matt Formica. All Present. Report submitted. Mr. Formica attended WEFTEC and has become a member of the Council Delegates Nominating Committee and WEF Nominating Committee and well as the Student Activities Work Group. Ms. Sullivan has been appointed to the Membership Relations Workgroup and HOD Steering Committee. Mr. McNeill serves on the Events Committee, working on future WEFMAX meetings. Ms. Barry reported on the successful and well attended Public Awareness presentation at WEFTEC given by Kate Biedron. Ms. Barry also reports that Tom Kuntz will be the WEF representative at the AC18 and mentioned that Jenn Lachmayr suggested that the Mr. Kuntz would help facilitate the long-term plan to the next stage. Mr. Barsanti would like to recognize that Paul Dombrowski and April Gu have been named WEF Fellows.


G. State Directors


Maine – Mac Richardson. Present. Report submitted. Mr. Richardson made a presentation to the ASCE Chapter at the University of Maine along with Matt Timberlake and Ryan Wadsworth. MeWEA held their annual conference at Sunday River. MeWEA in conjunction with NHWPCA will hold their annual Ski Day on March 2 at Black Mountain in Rumford, ME.

Massachusetts – Justin deMello. Present. No report submitted. Mr. deMello gave an update on the Operator Exchange coming up in Connecticut being held on November 16-17. The next MWPCA meeting will be on December 6 in Mansfield and will focus on operator outreach and public education programs.


Rhode Island – Mike Spring. Present. Reported submitted. Mr. Spring reports that the RI Operator Exchange is presently being held with Vermont. He also thanks NEWEA members for supporting the RI team at WEFTEC. Ms. Barry mentions that there are few NE judges at WEFTEC, with Paul Dombrowski being the only one. Discussion followed on how to become a judge – qualifications, time commitment, etc., and how NE can look into having a greater presence at the competition. It was decided to have the Operations Challenge Committee look into it.


H. Executive Director – Mary Barry. Present. Ms. Barry presented the latest NEWEA brochures. She mentioned that the Sponsorship form will be released this week and that the Edward Nazaretian Fund has been added to the donations section. The next meeting with NEWWA to discuss partnership is to be scheduled for later this month.
V. Council Directors and Committee Reports

A. Ad Hoc Committee Council – Ray Vermette, Vice President. Present. Report submitted. Mr. Vermette reports that Tom Groves is continuing to work on standardizing the Lab Analyst and Collection Systems Certification exam applications and processes. He also reports that the Veterans’ Workforce Committee will schedule a conference call in coming weeks. He is also working with Travis Peaslee on having the Operations Challenge Training Day in Dover, NH as well as a future Poo & Brew in Dover in February.

   a. Innovation Technology Task Force – Howard Carter. Present. Report submitted. Mr. Carter presented an overview of what the task force is working on. He also discussed plans to bring more traffic to the Innovation Pavilion at the Annual Conference and suggested that Ambassadors might hand out cards to encourage people to go to the Pavilion.


   a. Assessment and Development – Charlie Tyler. Present. Report submitted. Mr. Tyler discussed the results of the committee surveys that have been submitted for this session. Not all committees have submitted their surveys. Discussion followed and Mr. Tyler reported that he will be making recommendations for these committees at the Annual Conference. He also reported that the Organization Manual will be updated and presented at the Annual Conference.


C. Public Outreach Council – Jonathan Kunay, Director

   a. Government Affairs – Bob Fischer. Not present. Report submitted. Mr. Willis reported on recent developments as outlined in the Mr. Fischer’s report. There will be a Government Affairs session at the Annual Conference for the first time in many years. The Committee will be having a conference call in December to discuss the DC fly-in. There was also discussion of having a common theme for state legislative events.

   b. Young Professionals – Ben Stoddard. Present. No report submitted. Mr. Stoddard recognized Justin Skelly and gave him credit for developing the highly successful Poo & Brew events. The Committee has developed a new logo to be used for koozies to be handed out at future Poo & Brew events. Mr. Stoddard reports on recent and upcoming Poo & Brew events and mentions that he has received requests from Nantucket, Nashua, and Barnstable. Planning. Mr. Stoddard also reports on the YP Summit to be held at the 2018 Annual Conference. Kate Novick and Erin Mosley will be among those presenting. They will be asking for sponsorships this year and also partnering with the NEWWA YP Committee. The YP Committee will be working with the Membership Committee on the mentoring program at the Annual Conference. They will also be having a session at the conference this year. The Committee will be focusing on some possible community service projects after the Annual Conference.

VI. Action Items

A. Action Item – 2018 Nominations - Brad Moore, Nominating Committee. Mr. Moore presented the 2018 Slate of Officers. A motion was made and seconded to approve the 2018 Slate of Officers. MOTION CARRIED.

B. Action Item – FY17 Q3 Report - Priscilla Bloomfield, Treasurer. Ms. Bloomfield presents the third quarter financial statement. Discussion follows including postponement of specialty conferences, committees not fulfilling their 3-year commitment to have a specialty conference, expenses exceeding budget, and high credit card fees. A motion was made and seconded to approve the FY17 Q3 Financial Report. MOTION CARRIED.

VII. Items for Discussion

A. College Student Engagement – Jim Barsanti. Mr. Barsanti and Ms. Barry will be visiting UVM on November 8th and will be looking for other possible college locations to visit. Discussion follows on whether there should be a more formalized program. Mr. Richardson offered his PowerPoint presentation for future visits. Ms. Tabacsko volunteered to collect different PowerPoint presentations and make them available to Committees to use for their presentation (each committee should make a presentation).


C. NEWEA/NEWWA Partnership – Mike Wilson. Mr. Barsanti reported for Mr. Wilson on recent and upcoming meetings to coordinate similar activities between the two associations – YP, Government Affairs, Public Education and Awareness and the One Water Award.

D. WEFMAX 2021 – New England Host – Mary Barry. Ms. Barry reports that WEF is looking for MA’s to volunteer to host a WEFMAX in 2021/22. If NEWEA would consider hosting a WEFMAX, a task force should be formed. Mr. Carter details the advantages of hosting a WEFMAX. It is agreed to explore the possibility of hosting a WEFMAX. Ms. Barry will see what dates are available and will be looking for volunteers to work on the task force.

VIII. Information Items/Schedule of Events

A. FY2017

   a. Report – Small Community Conference, Marriott Downtown, Keene, NH (September 26, 2017) – Dan Ottenheimer
b. Report – YP Poo and Brew # 9 – Boston Deer Island and Mystic Brewery, MA, (October 5, 2017) – Justin Skelly


d. Report – WEFTEC Sunday Reception, (October 1, 2017) Soldier Field, Chicago, IL – Mary Barry

B. FY2018


e. Executive Committee Meeting All Chairs, (January 21, 2018), Boston, MA – Mary Barry


h. Status – Annual Conference – Boston Marriott - (January 21-24, 2018) – Elena Proakis Ellis – Elena reports. Committee Fair. Attendance sparse, Committees thought not well advertised. Better to have at a different location. Instead of each committee having a table, have each Council have a table. Discussion on what can be done to improve incentives to join committees. Sue suggests having a presentation before each session on what the committee does. Mary – AC18 will be videoed – opening session, YP summit, sessions, etc. Put into presentation to be used for various functions. Mac – plug student rate to colleges and universities. Will be advertised in student newsletter.

i. Status – Plant Ops Committee - Specialty Conference, Boxford or Westford, MA - (March 2018) – Tom Hazlet

j. Status – Industrial Wastewater Committee - Industrial pretreatment processes and challenges at a local brewery (April 2018), Red Hook Brewery, Newington, NH – Sarah White

k. Status – Joint Asset Management and Energy Committee, 1.5 Day Seminar, Merrimack, NH (April 11-12, 2018) – John Rogers


m. Status – Safety Committee, Safety Impacts of Climate Change (May 2018) – Dave Aucoin

n. Status – Stormwater Committee Specialty Conference, Portsmouth Sheraton, NH – (May 6-7, 2018) – Vinta Varghese, David Bedoya, Angela Blanchette

o. Status – Spring Meeting – Gurney’s Newport Hotel and Spa, Newport, RI (June 3 – 6, 2018) - Elena Proakis Ellis


q. Status – Collection Systems Conference, TBD – (September 2018) – Peter Garvey

C. FY2019


c. Executive Committee Meeting All Chairs, (January 27, 2019), Boston, MA – Mary Barry


g. Status – Spring Meeting – Wentworth by the Sea, New Castle, NH (June 2 – 5, 2019) - Elena Proakis Ellis

D. FY 2020

a. Executive Committee Meeting All Chairs, (January 26, 2020), Boston, MA – Mary Barry


VIII. Adjournment – A motion was made and seconded to adjourn the meeting at 12:05. MOTION CARRIED. The next Executive Committee Meeting will be held on Sunday, January 21, 2018 at the Annual Conference in Boston, MA.
Subject: Committee/Officer Report Submission

Date: Thursday, December 28, 2017 at 10:42:19 AM Eastern Standard Time

From: Jim Barsanti
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

President

Activities/Decisions Since Last Executive Meeting

Participation in Senior Management Team conference calls, coordination with the Young Professionals Committee for the YP Summit and the NEWEA office staff for the 2018 Annual Conference, and other ongoing leadership and committee activities.

Meetings/Conference Calls Held

I have participated on conference calls with the Young Professionals, Collection Systems, Sustainability, Veterans Workforce, and Membership Committees. I am participating on conference calls with the Innovation Task Force and Management Review Committee. Our NEWEA/NEWWA Exploratory Work Group met to discuss coordinating government affairs, young professionals, outreach, and awards activities.

Action Plan Committee/Officer Assignments

Assisting President Elect Janine Burke Wells as needed with the transition to her Presidency in 2018. We look forward to Janine's leadership and initiatives over the new year.

Other Activities/Initiatives/Programs

On November 30th, I was invited by Northeastern University's Academic Operations Manager Dr. Carolina Venegas-Martinez to serve as a guest lecturer for her hydrology class. I spoke about our programs in Framingham and the benefits of professional society involvement. I was recently contacted by the principal of Milford High School to potentially initiate outreach activities to seniors considering jobs in the Water industry.

General Comments

You get a shiver in the dark, it's a raining in the park but meantime. South of the river you stop and you hold everything. A band is blowing Dixie, double four time. You feel alright when you hear the music ring.

Report Submitted by

Jim Barsanti

Submitter's Email

jrb@framinghamma.gov

Date Submitted

12/28/2017
Subject: Committee/Officer Report Submission
Date: Tuesday, January 2, 2018 at 10:49:14 PM Eastern Standard Time
From: Janine Burke-Wells
To: laustin@newea.org
Category: State Directors

Executive Committee Meeting Date
January

Name of Committee or Office
President-Elect

Activities/Decisions Since Last Executive Meeting
Worked on 2018 theme (Water's Worth It -- Let's Go All In!) to promote volunteering to help NEWEA (new and more active committee members). Made preliminary plans in conjunction with the Young Professionals Committee for a NEWEA Community Service Project during the 2018 Spring Conference in Newport. Also secured Senator Sheldon Whitehouse for keynote.

Meetings/Conference Calls Held
Participated in conference calls for the Journal Committee, the Government Affairs Committee, and a Council Directors' call. Participated in monthly SMT calls. Also one conference call of the NEWEA/NEWWA collaboration exploratory committee.

Other Activities/Initiatives/Programs
Outreached all new and returning committee chairs and all council directors. Identified committees in need of members and/or direction.

General Comments
“The true meaning of life is to plant trees, under whose shade you do not expect to sit.” Nelson Henderson

Report Submitted by
Janine Burke-Wells

Submitter's Email
Janine.Burke-Wells@warwickri.com

Date Submitted
01/02/2018
Executive Committee Meeting Date

January

Name of Committee or Office

Vice President

Activities/Decisions Since Last Executive Meeting

The NEWEA/NEWWA Exploratory Group met on 12-14-17 (I could not attend the meeting) and held a Conference Call on 1-3-17 with the NEWEA group to decide on the next steps to move forward.

Meetings/Conference Calls Held

Participated in Monthly SMT Conference Calls, Monthly Innovation Technology Calls and a Veteran Workforce Committee call on 12-12-17. I attended the ECM on 11-7-17 in Framingham and the GMWEA Fall Trade Show on 11-9-17.

Other Activities/Initiatives/Programs

I am currently working with the Operations Challenge Committee Chair Travis Peaslee to finalize Ops Challenge Training Day on April 6th 2018 in Dover, NH. I am also working with the YP Committee to hold a Poo and Brew in Dover, NH on February 15th 2018.

Report Submitted by

Ray Vermette

Submitter's Email

sonnyvermette@yahoo.com

Date Submitted

01/04/2018
Subject: Committee/Officer Report Submission
Date: Tuesday, January 16, 2018 at 8:30:53 AM Eastern Standard Time
From: Raymond Willis
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Past President

Activities/Decisions Since Last Executive Meeting

Participated in monthly SMT calls, attended November ECM, participated in Government Affairs Committee conference call, and attended MWPCA Quarterly Meeting.

Meetings/Conference Calls Held

See above.

Action Plan Committee/Officer Assignments

Going forward, will assist immediate Past President with Management Review Council Director activities and roles, will assist with the planning of the NEWEA Golf Classic, as well as moving initiatives forward with the Spring Meeting Task Force.

Other Activities/Initiatives/Programs

See above

General Comments

Wish to thank my wife Sally for her love and support over the last 4 years as I worked my way through the President track. I couldn't have done it without her.

Second, wish to thank my firm Onsite Engineering for affording me the time and resources to take on the role of President.

Being President of NEWEA was an outstanding experience and I am honored to have served in this role.

Report Submitted by

Raymond Willis

Submitter's Email

rwillis@onsite-eng.com

Date Submitted

01/16/2018
Subject: Committee/Officer Report Submission

Date: Wednesday, December 20, 2017 at 8:31:21 PM Eastern Standard Time

From: Priscilla Bloomfield
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Treasurer

Activities/Decisions Since Last Executive Meeting

Participated in SMT calls and NEWWA joint activity calls.

Meetings/Conference Calls Held

SMT and NEWWA joint activity calls. Microconstituents call.

Report Submitted by

Priscilla Bloomfield

Submitter's Email

cilbloomfield@gmail.com

Date Submitted

12/20/2017
Subject: Committee/Officer Report Submission
Date: Thursday, January 18, 2018 at 10:30:53 AM Eastern Standard Time
From: Virgil Lloyd
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Connecticut State Director

Activities/Decisions Since Last Executive Meeting

The CWPAA announced the four 2017 CWPAA Scholarship Winners. Each awardee received a $500.00 scholarship. Congratulations the 2017 winners: Natalie Schafer, of Mystic CT (Stonehill College, Environmental Science); Kaitlyn Watts, of Colchester CT (University of Tampa, Marine Biology); Sarah Schecter, of Danbury CT (University of Connecticut, Natural Resources); and Ryan Palzere, of Bristol CT (University of Connecticut, Environmental Engineering).

Worked with Justin DeMello, MA State Director, and had a very successful Operator Exchange experience. The CT operator, David Geng from Manchester CT, and the MA operator, Mark Ready of MCI Bridgewater, were the operators involved this year, and both reported having outstanding experiences.

We also coordinated with NEWEA and solicited additional operator of the year nominations, which were reviewed by the CWPAA board, with a recommendation to the NEWEA Awards Committee.

Meetings/Conference Calls Held

We conducted a meeting of the joint CWPAA/CAWPCA Government Affairs Subcommittee, and established our legislative goals for 2018. Key goals focus on operator continuing education program requirement, State Water Policy, on-site systems, and the CT Clean Water Fund (SRF). These items will be tracked during our legislative support activities throughout the year. The members of the joint GA Subcommittee are Mike Bisi (Glastonbury WPCF), Denis Cuevas (Waterbury WPC), Tom Sgroi (GNHWPCA), Brian Armet, Jay Sheehan and Virgil Lloyd.

We conducted the Manager’s Forum in November. This event remains one of the most popular items on our annual calendar, and provides a venue for the facility managers to hear first-hand from DEEP staff and industry professionals on new and developing topics of interest. This year’s forum featured a very constructive discussion on the background and duties of the Certification Advisory Committee -- the CAC -- which administers many regulatory aspects governing the operation of CT’s POTWs, including administration of testing of operators. Also of interest were the proposed changes and consolidation of DEEP general permits regulating SIUs, and the shifting of the role of regulating non-SIUs to the individual facilities (Towns).

Action Plan Committee/Officer Assignments

We anticipate a fairly busy legislative session this year, both with support of the Washington Fly-In and locally in Hartford. The joint Government Affairs Subcommittee will be meeting in the next 2 weeks to firm up definitive action items.

Other Activities/Initiatives/Programs

Upcoming calendar items:
- February 2, 2018: Annual CWPAA Ski Classic at Stratton, CT
- April 26, 2018: CWPAA Trade Show, New Life Church (formerly Mountainside Resort), Wallingford CT
- May 18, 2018: CWPAA Wastewater Operators Appreciation Social, Location TBD
- June 15, 2018: CWPAA Sewer Open Golf Tournament, Skungamaug River Golf Club, Coventry CT

Report Submitted by
Virgil Lloyd

Submitter’s Email
Subject: Committee/Officer Report Submission

Date: Friday, January 5, 2018 at 3:12:17 PM Eastern Standard Time
From: Clayton Richardson
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Maine Director

Activities/Decisions Since Last Executive Meeting

MEWEA has passed the gavel from Matt Timberlake to Paula Drouin. Paula is the Laboratory Supervisor at the Lewiston-Auburn Water Pollution Control Authority. We held our last executive committee meeting of 2017 on December 15th and passed the budget for 2018.

Meetings/Conference Calls Held

An Executive Committee Meeting was also held at the Saco Offices of Casella Organics on November 10th.

Action Plan Committee/Officer Assignments

We are looking at a pretty active legislative calendar in 2018 considering that this is the “off year” for our state government -- usually reserved for carry over bills and emergency legislation. WE are however starting to marshal an effort to support a water and wastewater bond issue for $50 million which would support the SRF program, elimination of overboard discharges and small community grants to replace failing septic systems. The last time a bond was approved to support the State match for SRF was 2009.

Other Activities/Initiatives/Programs

I am trying to work with both high school students and students from the University of Maine to see if we can get 10 or so students down to the Annual Conference on Tuesday. IN addition to seeing the vendor floor and attending a few technical sessions, we think the students may find value in networking and discussing things with students presenting at the poster contest.

March 1 will be our annual Legislative Breakfast at the Senator Inn in Augusta.

Maine New Hampshire ski day will March 2 at Black Mountain of Maine. We are really hoping to get a good crowd this year as Black is relatively close to population centers (Rumford, Maine) and it should make for a very social and interactive event. While a small mountain (1,000 vertical ft) it has plenty of glade skiing to challenge the adventurous! The Mountain is also near to Sunday River if anyone is interested in hitting that ski area on the following weekend.

General Comments

Looking forward to seeing everyone at the AC later this month!

Report Submitted by

Clayton Richardson

Submitter's Email

mrichardson@lawpca.org

Date Submitted

01/05/2018
Subject: Committee/Officer Report Submission

Date: Tuesday, January 16, 2018 at 7:55:27 AM Eastern Standard Time

From: Sean Greig

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

New Hampshire State Director

Meetings/Conference Calls Held

The New Hampshire Winter Meeting took place in Newmarket NH at the Newmarket WWTF. Tours were given to approximately 200 attendees, and 154 attended the luncheon and presentation. Elections were held for the NHWPCA's Board of Directors. The Board of Director's will be led by President Tim Vadney. It was a great event for NHWPCA to finish off their 50th anniversary.

The NHWPCA Board of Directors (BOD) had there first 2018 Directors meeting. The BOD voted to continue with their current staff for administrative and website duties. The BOD finalized and voted on the 2018 NHWPCA's budget. Each Director received their committee assignments. Shelagh Connelly discussed with the BOD about the amount of legislation that is being proposed at the State House, and the Washington DC trip. The Board has empowered Shelagh to enter into discussions with New Hampshire Waterworks Association about partnering together to have a lobbyist at the State House to monitor legislation for the associations.

Action Plan Committee/Officer Assignments

The BOD has begun the search for the next NEWEA NH State Director.

The next BOD meeting will be in February 2018. The BOD will be working on the legislative Breakfast, DC FLY IN, and The Spring Meeting Trade Fair.

Other Activities/Initiatives/Programs

Legislative Breakfast March 7, 2018
NHWPCA/MEWEA Ski Day March 2, 2018
Spring Meeting Trade Fair April 13, 2018

Report Submitted by

Sean Greig

Submitter's Email

sgreig@newmarketnh.gov

Date Submitted

01/16/2018
Subject: Committee/Officer Report Submission
Date: Wednesday, December 27, 2017 at 9:42:21 AM Eastern Standard Time
From: Michael Spring
To: laustin@newea.org
Category: Executive Committee, State Directors

Executive Committee Meeting Date
January

Name of Committee or Office
Rhode Island State Director

Activities/Decisions Since Last Executive Meeting
The NWPCA has had a successful 2017. NWPCA held elections in December 2017 for the upcoming year of 2018. The NWPCA board are, President; Peter Eldritch, Vice President; Peter Connell, Secretary; Nora Laugh, Treasure; James Lauzon, Executive Board; Bernard Bishop, Michael Bedard, Jason Trenholm, and Anthony Calenda, State Director; Scott Goodinson, Director of Certification; Paul Desrosiers. Vendor consultant; Stephen Buckley and Chris Campo. At the Elections / Holiday party, there was an attendance of 123 members. NWPCA also raised 669 lbs. of can goods for the Rhode Island food bank.

Meetings/Conference Calls Held
Normal business meeting, review 2017 calendar. Successes of trainings and events for the 2017 year.

Action Plan Committee/Officer Assignments

General Comments
I want to thank NEWEA for supporting me as the Rhode Island State Director from 2015 until January 2018. I look forward to the future, working with all of you as a long time member of this outstanding organization. Thank you!

Report Submitted by
Michael Spring

Submitter's Email
mspring@narrabay.com

Date Submitted
12/27/2017
Subject: Committee/Officer Report Submission

Date: Thursday, January 18, 2018 at 11:09:37 AM Eastern Standard Time

From: Howard Carter
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Innovative Technology

Activities/Decisions Since Last Executive Meeting

The committee has spent a lot of time and effort on the innovation pavilion for the annual conference. We have been working with the New England Water Innovation Network (NEWIN) to help bring this plan to fruition. Items included a call for sponsors, engaging the student affairs committee to hand out information to colleges and universities, developing handouts, and drafting an exit survey. In the end we had to make a last minute call to postpone the pavilion for the 2018 AC. NEWIN was unable to secure enough of their membership to participate and showcase at the event.

Other Activities/Initiatives/Programs

Going forward we plan to critique what went wrong and what we can improve upon in order to support an Innovation Pavilion.
Other items in the hopper include
1. Bristol Community College- Blue Center for Water Technologies- Mary went to the open house. They do have the ability to lend out equipment (treatment simulation) if needed; 2 large classrooms with primary and secondary treatment. They have an associate degree program offering. In Maine, they are starting a program up at a community college in Presque Isle. BCC is working with DEP to get certification upon completion. ACTION ITEM: We will reach out to BCC
2. MIT Water Innovation Prize, mentors – looking for mentors to participate with the students on water innovation; ACTION ITEM: Mary will forward email; send it out to committee chairs and they can reach out to their members. ACTION ITEM: Send out flyer that MIT already put together.

General Comments

I do believe this committee can go in a number of ways. We have a very strong committee base with a great mix of seasoned professionals and fresh volunteers.
If any of you reading this report want to get involved or have any ideas please reach out to myself or Mary.
Thanks

Report Submitted by

Howard Carter

Submitter's Email

hcarter@sacomaine.org

Date Submitted

01/18/2018
Subject: Committee/Officer Report Submission
Date: Friday, January 5, 2018 at 11:15:24 AM Eastern Standard Time
From: Dustin Price
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Veteran Workforce Development

Activities/Decisions Since Last Executive Meeting
We have seen this committee go from full speed to finding yet another gear! Massachusetts has made some big strides. Their contingent has grown to 8 volunteers! They have attended career fairs, as well as presented at the Veteran Service Officer Conference, presenting our initiative to over 200 attendees!! Mass DEP is working on a plan to credit Vets up to 2 years of education credit for their service and Mass Maritime and Bristol College are both offering Wastewater Training. Good things are happening in Mass!

Maine has uncovered a huge win for the effort as well. The NRWA (National Rural Water Association) has in-place a Wastewater Operator Apprenticeship Program, with 4000 hours of OJT detailed out combined with online classroom instructional training. How does this help? One of the big hurdles we have been facing this year is how to get our training GI-Bill approved for reimbursement to the Veteran. The GI-Bill program doesn't fit well with our current day-seminar training programs we have, but it does fit in well with apprenticeships. It would cover the training costs, materials...and the big kicker, add 2000 dollars a month to the apprentices salary. This addresses another concern of the wage gap from Veterans leaving the military, and the relatively low starting pay for Operators. In Maine, the state also helps the employer with incentives such as 6000 dollars to cover OJT training and up to 1250 dollars for training materials. (This is for all apprentices, not just Vets)

NH, VT and RI are all on board as well. All three could use volunteers to help the current state leaders.

Meetings/Conference Calls Held
Conference Calls on September 26th and December 12th

Action Plan Committee/Officer Assignments
We are discussing separating the committee into subcommittees as each state has different challenges and rules. We are also going to look at the NRWA Apprenticeship program and possibly present it to NEWEA for review/ refinement/ adoption. (The program needs a sponsoring Organization)

General Comments
The effort has caught the attention of WEF as well, and we have been invited to speak on the initiative on the WEF podcast "Words on Water". Good stuff!

Report Submitted by
Dustin Price

Submitter's Email
dprice@pwd.org

Date Submitted
01/05/2018
Subject: Committee/Officer Report Submission

Date: Monday, January 8, 2018 at 12:00:30 PM Eastern Standard Time

From: Thomas Groves

To: laustin@newea.org

Category: Executive Committee

Executive Committee Meeting Date

January

Name of Committee or Office

Voluntary Certification Task Force

Activities/Decisions Since Last Executive Meeting

Began reviewing and formatting the proctor and application form. Also, we explored testing services that could administer the standardized testing and results for the Voluntary exams once they are all multiple choice. This may be costly, but is a good long term option to explore.

We still have a bit less than one year left (Nov 1, 2018) on our agreement with the Lab Certification Subcommittee on the ownership of the exam and the materials to be turned over to NEWEA. Need to check in with the status/progress of new exam question writers and proctors.

Meetings/Conference Calls Held

None held, but plan to meet with some parties at the AC as well as schedule a Task Force call/meeting after the AC.

Action Plan Committee/Officer Assignments

N/A

Other Activities/Initiatives/Programs

N/A

General Comments

N/A

Report Submitted by

Thomas Groves

Submitter’s Email

tgroves@neiwpcc.org

Date Submitted

01/08/2018
Executive Committee Meeting Date

January

Name of Committee or Office
Collection Systems & Water Resource Council

Activities/Decisions Since Last Executive Meeting
1) Set up Conference Call with other Council Directors, Mary Barry and various SMT members to discuss the Annual Conference and ways that we can better assist our Chairs.
2) Working with Chairs who have Specialty Conferences in 2018 to make sure that their planning is on track.

Meetings/Conference Calls Held
1) Conference Call with Council Directors, Executive Directors and various members of the SMT prepping for Annual Conference
2) Conference Calls and emails with Committee Chairs ensuring that they are preparing for Annual Conference (Setting up meeting, making sure Sessions are set)

General Comments
2017 was a busy year for our Council and 2018 is shaping up to be even busier with multiple specialty conferences being planned by some of my various Committees.

Report Submitted by
John Digiacomo

Submitter's Email
jdigiacomo@natickma.org

Date Submitted
12/21/2017
Subject: Committee/Officer Report Submission

Date: Thursday, January 11, 2018 at 8:53:22 AM Eastern Standard Time

From: Peter Garvey

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Collection Systems

Activities/Decisions Since Last Executive Meeting

- Golden Manhole nomination received and approved - to be awarded at annual conference
- Subcommittee convened to review all abstracts and develop 4 tech sessions for AC. Assignments made for moderator and co-moderator for each tech session.
- Ongoing activity for Private inflow initiative
- Ongoing activity for FOG initiative - FOG survey has been developed and will be shared at AC. Looking for NEWEA support to get as many responses as possible.

Meetings/Conference Calls Held

- Regular calls/meetings with Private inflow and FOG subcommittees
- Full committee conference call in December
- Conference call for Tech Session 2 presenters in early Jan to cover logistics for AC session

Action Plan Committee/Officer Assignments

- Continue w Garvey, Lander and Loto as C/VC/Clerk

Report Submitted by

Peter Garvey

Submitter's Email

pgarvey@dewberry.com

Date Submitted

01/11/2018
Subject: Committee/Officer Report Submission

Date: Wednesday, January 10, 2018 at 11:54:02 AM Eastern Standard Time

From: Gregory Kidd

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Collection Systems Certification Committee

Activities/Decisions Since Last Executive Meeting

Wastewater Collection Systems Exams Results - 2017

FROM 01-01-17 -- 12-31-17

This period total exams given, all grades: 316
This period total passes, all grades: 276
This period total failures, all grades: 40
This period total fail % rate, all grades: 13%

Meetings/Conference Calls Held

Held two Exam Writing Sub-Committee meetings, we have re-written the Grades 1, 2, & 3 and the Grade 4 is at 50% re-written.

Action Plan Committee/Officer Assignments

1. Finish converting the Grade 4 over to multiple choice.
2. Committee members review the final drafts of the exams for technical content.
3. Forward drafts to technical writer for forensic review.

Report Submitted by

Gregory Kidd

Submitter's Email

gkidd@gwi.net

Date Submitted

01/10/2018
Subject: Committee/Officer Report Submission
Date: Thursday, January 18, 2018 at 7:23:17 AM Eastern Standard Time
From: Ivonne Hall
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
CSO/WWI Committee

Activities/Decisions Since Last Executive Meeting
Scheduled committee meeting at AC18 for a lunchtime meeting on Monday 1/22.

Report Submitted by
Ivonne Hall

Submitter’s Email
ivonne.hall@ct.gov

Date Submitted
01/18/2018
Executive Committee Meeting Date

January

Name of Committee or Office

Industrial Wastewater Committee

Activities/Decisions Since Last Executive Meeting

We reviewed abstracts for the Annual Conference and were pleased to be able to put a session together.

We continue to work on details surrounding the specialty seminar - now scheduled for June 25 - Redhook Ale Brewery. Portsmouth Public Works will speak, as will the brewery staff and someone from the local POTW - 4th speaker TBD. The general topic / focus is the industrial discharge permitting process and relationships with regulating agencies.

Meetings/Conference Calls Held

A few Emails were exchanged with a few members to discuss the abstracts - as well as asking for input and working on the specialty seminar.

Action Plan Committee/Officer Assignments

Asking for members to consider becoming Committee Chair next January.

Other Activities/Initiatives/Programs

We'd like to investigate options with Lab Practices for conducting some kind of training surrounding industrial wastewater sampling.

Report Submitted by

Sarah White

Submitter's Email

Sarah_White@UniFirst.com

Date Submitted

01/05/2018
Subject: Committee/Officer Report Submission
Date: Wednesday, January 17, 2018 at 1:04:16 PM Eastern Standard Time
From: Vinta Varghese
To: laustin@newea.org
Category: Committee Chairs, AC18 Moderators

Executive Committee Meeting Date
January

Name of Committee or Office
Stormwater Committee

Activities/Decisions Since Last Executive Meeting
We have been working diligently on the May 7-8, 2018 Stormwater Specialty conference. Received 41 abstracts, reviewed, ranked and selected abstracts for the May conference. Planned the agenda, keynote speaker, tour and day 2 sessions for the conference. Sought out nominations for the 2018 Golden Raindrop award. We had 3 new members join us in 2018, bringing our membership total to 59.

Meetings/Conference Calls Held
Every other week the committee chairs and vice chairs have been meeting to plan for 2018 NEWEA Annual conference and plan for the 2018 SW specialty conference. We have also met with NEWEA staff to plan for our specialty conference.

Action Plan Committee/Officer Assignments
David Bedoya and Vinta Varghese are done with their terms as Chairs.
Angela Blanchette and Kate Edwards are the incoming Chair and Vice Chair for the stormwater committee.

Report Submitted by
Vinta Varghese

Submitter's Email
vinta.varghese@ch2m.com

Date Submitted
01/17/2018
Subject: Committee/Officer Report Submission

Date: Monday, January 1, 2018 at 12:06:07 PM Eastern Standard Time

From: Robert Montenegro

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Sustainability

Activities/Decisions Since Last Executive Meeting

We have conducted several conference calls to further the goals of the committee, specifically focused on attracting new members (particularly YP members), as well as additional collaboration between the Sustainability Committee and other NEWEA Committees.

Meetings/Conference Calls Held

12/20/18 - Catch up meeting, preparation for AC
11/9/17 - Committee partnerships and collaboration
10/6/17 - Final AC Abstract Review and selection meeting

Action Plan Committee/Officer Assignments

Courtney Eaton (Co-Chair) focused on new committee membership and increased participation
Rob Montenegro focused on collaboration with key stakeholders/sustainability adopters at the municipality level

Other Activities/Initiatives/Programs

Focus on attracting new participants that will take on a more active role with the Committee. Additionally, focus to be emphasized on collaboration among the committees with NEWEA to deliver on Sustainability initiatives.

General Comments

We need more participation! Our committee members have not been as active as we need them to be. This will be the main focus of the AC in 2018 - to rekindle the participation and get our initiatives on track

Report Submitted by

Robert Montenegro

Submitter's Email

rmontenegro@grundfos.com

Date Submitted

01/01/2018
Subject: Committee/Officer Report Submission
Date: Thursday, January 4, 2018 at 3:10:29 PM Eastern Standard Time
From: Nicholas Ellis
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Water Reuse Committee

Activities/Decisions Since Last Executive Meeting
Abstract review and selection of abstracts and moderators for the annual meeting

Meetings/Conference Calls Held
Call to review abstracts, determine where we could get more abstracts for future conferences.

Action Plan Committee/Officer Assignments
Specialty conference in the fall of 2018. Likely at UConn storr's campus, with a tour of the UConn Water Reuse Facility. Vice chair was selected last year. Robert Scott is the plant operator at the UConn facility.

Report Submitted by
Nicholas Ellis

Submitter's Email
nellis@hazenandsawyer.com

Date Submitted
01/04/2018
Subject: Committee/Officer Report Submission
Date: Sunday, January 14, 2018 at 10:44:03 AM Eastern Standard Time
From: Jennifer Johnson
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Watershed Management Committee

Activities/Decisions Since Last Executive Meeting

In planning for 2018, our committee has refined our Mission Statement and Focus Areas:

Mission Statement: The Watershed Management Committee is an interdisciplinary forum for the exchange of information on watershed management techniques for surface and groundwater quality, protection of natural resources, infrastructure and the built environment. The Committee is focused on the watershed impacts from climate change, including increasing storm intensities and frequency, and the resilience techniques to protect and restore and improve natural systems from the impacts of climate change while preserving their environmental benefits.

Key Issues for 2018:
• Watershed Science - Importance of thinking at the watershed-scale
• Quality - Watershed-based regulatory programs and permitting (NPDES, TMDLs, MS4, Integrated Plans and tools available)
• Quantity – Resilience to climate changes, including increased precipitation, extended droughts, and inland flooding, as well as adaptation funding sources

Meetings/Conference Calls Held
We held committee conference calls on November 2, 2018 and December 22, 2018. Our next meeting is Tuesday, January 23, 2018.

Action Plan Committee/Officer Assignments
Jennifer Johnson, Chair
Sara Greenberg, Vice Chair

Our action plan for 2018 includes the following:

Brewing Events
o Homebrewers brewing beer with water from various watersheds (surface and groundwater sources) to highlight source water protection as an important watershed issue that touches all of us
o Integrate tasting/competition into Member Appreciation Event, and eventually the Annual or Spring Conferences
o Starting coordination with NEWEA to confirm this is possible and looking for partners

Webinar Series on Watershed Protection
o Develop a series of webinars to focus on what’s happening with watershed management, resilience, etc. - spotlight on local issues
o Looking for potential partners - NEWEA Committees, Directors from each state
o Starting coordination with NEWEA and developing topics/reaching out to speakers for each state
o Will space our

Other Activities/Initiatives/Programs
• Supporting the Merrimack River Clean Stream Initiative

Report Submitted by
Jennifer Johnson

Submitter’s Email
Date Submitted
01/14/2018
Subject: Committee/Officer Report Submission
Date: Tuesday, January 2, 2018 at 9:42:22 AM Eastern Standard Time
From: Joe Boccadoro
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Journal

Activities/Decisions Since Last Executive Meeting
Gail Lollis of Coughlin Environmental has accepted the Vice Chair position and will become Committee Chair in 2019.
The Fall and Winter editions of the Journal were finalized and distributed to members.
Named guest editors for spring 2018 Journal (Eric Staunton and Allie Bowen)
Planning for spring 2018 Journal

Meetings/Conference Calls Held
Held a conference call on November 13, 2017 to discuss: (1) recap of Fall 2017 Journal, (2) status of Winter 2017 Journal, (3) status of spring 2018 Journal and (4) need for guest editors for 2018 (all editions except spring 2018).

Action Plan Committee/Officer Assignments
Spring 2018 guest editors working with authors to finalize drafts of feature articles
Planning for summer 2018 Journal
Identify guest editors for remainder of 2018 - one from Journal committee and one outside of committee for the remaining editions of the Journal

Other Activities/Initiatives/Programs
Preliminary planning for Fall and Winter 2018 Journals
Develop themes for 2019
Grow committee - we currently have 17 members and have an ongoing initiative to increase our ranks to foster fresh ideas and spread the workload more evenly.
Begin process of transition to committee vice chair
Develop process for selecting feature content from those expressing an interest in contributing to the Journal as identified on the abstract submittal form.

General Comments
Earlier this year, at the request of the Journal Committee, the NEWEA office added a check box to the abstract submission form to identify authors who have an interest in submitting an article for publication in the Journal. This feature is now in place and the response has been overwhelming. We currently have more than 170 possibilities identified. The process of generating feature content will hopefully be simpler now. As noted above, a rating and ranking process needs to be developed to establish a short list of priority submissions.

Report Submitted by
Joe Boccadoro

Submitter’s Email
joe.boccadoro@aecom.com

Date Submitted
01/02/2018
Subject: Committee/Officer Report Submission

Date: Wednesday, January 17, 2018 at 3:40:14 PM Eastern Standard Time

From: Ashley Dunn

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Newsletter

Activities/Decisions Since Last Executive Meeting

planning to publish the next newsletter in later February and a PEC special edition newsletter this spring.

Report Submitted by

Ashley Dunn

Submitter's Email

and@framinghamma.gov

Date Submitted

01/17/2018
Subject: Committee/Officer Report Submission
Date: Thursday, January 4, 2018 at 4:21:56 PM Eastern Standard Time
From: Katelyn Biedron
To: laustin@newea.org

Executive Committee Meeting Date

   January

Name of Committee or Office

   Katelyn Biedron

Activities/Decisions Since Last Executive Meeting

   670 N. Commercial Street, Suite 208

Meetings/Conference Calls Held

   Multiple conference calls to discuss the next steps of the Public Awareness Committee and Water Champions campaign.

Action Plan Committee/Officer Assignments

   We need to begin looking for a Vice Chair.

Other Activities/Initiatives/Programs

   We are scheduling a meeting with MA DEP to see if there is a possible partnership there.

General Comments

   We are hosting a Committee Meeting at the Annual Conference on Tuesday at 3pm at Champions.

Report Submitted by

   Katelyn Biedron

Submitter’s Email

   biedronkm@cdmsmith.com

Date Submitted

   01/04/2018
Subject: Committee/Officer Report Submission

Date: Friday, January 5, 2018 at 9:06:23 AM Eastern Standard Time

From: Charles Tyler

To: laustin@newea.org

Category: Executive Committee, Committee Chairs

Executive Committee Meeting Date

   January

Name of Committee or Office

   Assessment and Development Committee

Activities/Decisions Since Last Executive Meeting

As no major disagreements have been lodged, the A&D Committee committee review summary and recommendations have been finalized and will be presented at the Executive Committee Meeting. If accepted by the Executive Committee, the recommendations will be carried out in the months following the meeting, and Org Manual changed reflecting the recommendations will be made as appropriate. A pasted copy of the final report is also inserted in the “General Comments” section of this report, below

New Officer & Committee Chair Orientation (or "onboarding" has been revised - thanks to Vice chair Marylee Santoro for her help and inspiration. If all goes as planned, the session will have been presented before the EC meeting at the Annual Conference.

Action Plan Committee/Officer Assignments

Following acceptance of the committee review recommendations, the committee is charged with following through on the recommendations in the report.

Organizational Manual update should be completed and posted on the NEWEA web site early in the spring.

2018 NEWEA committee reviews will be determined and surveys revised and distributed.

General Comments

To: NEWEA Executive Committee

From: Charles Tyler, Chair

Assessment and Development Committee

Date: January 5, 2018

Re: Summary of 2017 Committee Reviews Summary and Recommendation

CC: Mary Barry, Council Directors, Assessment & Development Committee

A&D Committee: C. Tyler (Chair), M. Santoro (Vice Chair) J. Barsanti, M. Bonomo, J. Burke-Wells, T. Groves, J. Lachmayr, D. Mahoney, B. Moore, J. Potamis, M. Formica, R. Willis (Council Director)

This memorandum summarizes the results of the committee reviews performed by the Assessment and Development Committee in 2017. More specifically, it summarizes specific issues raised by the some of the eleven reviewed committees (14 committees were targeted, but in spite of numerous reminders to the Council Directors, only eleven surveys were returned). Some of these issues warrant further discussion between the respective committee chairs and the Executive Committee such that the issue(s) can be resolved. There are also two committees, Website and Media Relations that are included as “loose ends” - Website and Medial Relation – with issues that are addressed under those headings.

Initially, there are a couple of general comments (that arose from the reviews) of which the Executive Committee should be aware:

- Several committees have again reached out and asked for help recruiting new members/ vice chairs. It has been suggested that NEWEA might make more of an effort to “gently coach” new members to those committees that have
Individual committee review conclusions and resolutions follow.

1) Bylaws Committee:
   a. This committee is under the Management Review Council.
   b. This is a healthy committee with eleven active, experienced members. The committee has a very strong and attentive vice-chair who will take over as chair in January 2018.
   c. Proposed A&D Resolution: Continue the Committee as constituted under current charge.

2) Nominating Committee
   a. This committee is under the Management Review Council.
   b. The membership of this committee is dictated by rule of the NEWEA bylaws and org manuals, consisting of a rotational membership of three past presidents and two sitting officers who are not up for election. The committee has a single function that is to ensure that capable persons are nominated for impending officer vacancies within the organization, and the committee is annually dissolved and reformed in order to perform the same task for the following year. There are no apparent problems with the current committee protocol.
   c. Proposed A&D Resolution: Continue the Committee as constituted under current charge.

3) Conference Arrangements Committee
   a. This committee is under the Meeting Management Council.
   b. This committee has nine members, mostly representing interacting committees. The committee chair acts largely as a volunteer conference arrangements consultant, and has leveraged his familiarity with the Annual Conference venue corporation (Marriott Copley Place) to great advantage. He plans to continue his work until NEWEA decides to change the conference venue. There is no vice-chair as such, but interacting Meeting Management Committees share the duties, with the main focus on annual and spring conferences.
   c. Proposed A&D Resolution: Continue the Committee as constituted, but alter current charge to clarify that regular committee meetings consist of participating in Council meetings. Additional EC/SMT discussion and consideration should be given to the future of this committee role (when the current chair retires for one reason or another) and whether it makes sense to plan ahead for budgeting a consultant to handle the complexities of the assignment.

4) Exhibits Committee
   a. This committee is under the Meeting Management Council.
   b. The Committee has a co-chair and 17 listed members, at least 8 of whom are described as very active. The committee is currently introducing new software (Map Dynamics) to manage exhibitor activities at the Annual Conference and elsewhere. This program may help to alleviate some concern regarding the time and effort of staffing the Exhibitor Reg booth at the conference.
   c. Suggestions for improving registration booth service at AC: share labor between exhibitor and non-exhibitor registration booths; develop an “operations manual” type document to aid volunteers in answering FAQs and solving other issues that may arise.
   d. Proposed A&D Resolution: Continue this vitally important committee as constituted under the current charge; incorporate some minor wording changes in the charge (e.g., change “provide for adequate facilities” to “provide the best possible facilities”).

5) Journal Committee
   a. This committee is under the Communications Council.
   b. This committee lists 14 members, and while still listed as an ad hoc committee, it has charged ahead with its public-facing promotional campaigns with apparent success. It appears that a final committee charge has finally asked for membership help (noted by committee below). Also suggested was the idea of an outreach effort such as a “volunteers needed” section on the web page or in the Link newsletter.
   - Microconstituents Committee is in a particularly tenuous position, as the chair has moved to the west coast and the vice chair has moved out of this industry; no current committee members have stepped forward to assume leadership, and the vacuum led to speculation that the committee functions might be better served by making it a subcommittee of another, more robust parent committee.
   c. Proposed A&D Resolution: Continue the committee as constituted under current charge, and try to review in a future year.

6) Media Relations (MR)
   a. This committee is included here only to ensure that its essential functions are included under the Communications Council.
   b. The 2016 A&D resolution passage called for MR to be “sunsetted and consider moving some of its charge to the Public Awareness (PA) Committee and NEWEA office”, however the final, published PA charge is still under review. While some portions of the MR charge are being carried by NEWEA office and others, some of the duty/task focus may be worth reassigning.
   c. Proposed A&D Resolution: The sunsetted committee charge should carefully considered to ensure that important media functions are clearly assigned to other parties; PA, Newsletter, and NEWEA office are among responsible parties. Further recommendations to follow as appropriate.

7) Public Awareness Committee (Ad Hoc) – No Survey Returned
   a. This committee is under the Communications Council.
   b. This committee lists 14 members, and while still listed as an ad hoc committee, it has charged ahead with its public-facing promotional campaigns with apparent success. It appears that a final committee charge has finally
been completed, and after review, it will be included in the Org Manual. As an ad hoc committee, this committee should be reviewed annually, but no survey was returned in spite of several communications.

c. Proposed A&D Resolution: The Executive Committee should consider whether this committee should remain an ad hoc committee or be designated a technical committee with full committee status under the newly-edited charge.

8) Website Committee

a. This ad hoc committee is now under the Communications Council
b. Due to an oversight, there was no review sent out for this ad hoc committee this year; however, there seems to be a consensus that this committee's development work has been accomplished, and the NEWEA office staff is currently keeping up with the web page. However, concern has been expressed that there still needs to be a means of reviewing and editing the web site for overall accuracy and tracking of dated content, including soliciting updates from various committees for their portions of the site. While NEWEA staff has done an admirable job of keeping up with the site, the overall review and content tracking is more work than should be shouleder by a single NEWEA staff person with numerous other duties.
c. Although last year's review concluded that there was "more work to do", the website development work appears to be largely accomplished, and sunsetting of the committee as charged is recommended. However, if this committee is sunsetted, some other method (committee, task group, or other) needs to be instituted to perform regular comprehensive site reviews and to suggest changes to content and/or format of the NEWEA website. This would not be a technical committee, but more of a volunteer administrative function.

9) Energy Committee

a. This committee is under the Treatment, System Operations, and Management Council.

b. This committee has a large and interested membership, but could use some help with publication of blogs, website features, etc. The is also concern that cross-fertilization with other committees needs more encouragement of such efforts as joint AC sessions and other activities – while Energy is a strong major topic on its own, it also touches on numerous other committees' interests. More EC encouragement of cross-activities is suggested.
c. Proposed A&D Resolution: Continue the committee as constituted under current charge.

10) Microconstituents Committee

a. This committee is under the Treatment, System Operations, and Management Council.
b. Although there are 25 listed members, this committee has a lot of trouble remaining active. A new vice-chair recently left the field and is no longer participating, and the committee chair has moved out of the area; when informed of this situation, no other members of the committee stepped forward except for Ned Beecher, who offered to cosponsor a conference. While the committee charge addresses a field of subject matter that is likely to intensify in the future, and as state and regulatory personnel may need guidance as they search for answers to microconstituent problems, there is not adequate energy apparent to keep the committee viable on its own.
c. Proposed A&D Resolution: This committee was reviewed last year and found to be in need of revitalization that has not since occurred. A&D Committee recommends that the EC discuss this committee charge to determine the best way to deal with this subject matter; merger with some other committee has been suggested, but there does not appear to be a single committee that can address the reach of these issues.

11) Plant Operations Committee

a. This committee is under the Treatment, System Operations, and Management Council.
b. This committee is a healthy committee, with 27 members from a range of occupations. There has been some concern voiced regarding a lack of specialty seminars, but their participation in awards, and other activities is enthusiastic. They interface with the Ops Challenge committee, and there is some membership overlap. The Operator Exchange program is sometimes disorganized – but there is long history of that.
c. Proposed A&D Resolution: This committee should continue as constituted under its current charge, with encouragement of subcommittee use or other tactics to stay on top of their numerous functions.

12) Collection Systems Certification Committee- No survey returned

a. This committee is under the Collection Systems/Water Resources Council.
b. This committee has a fairly small membership roster, and no response to the 2017 survey has been received.
c. Proposed A&D Resolution: Continue the committee as constituted under current charge, but have Council Director take a pulse to be sure that it is on firm footing.

13) Stormwater Committee

a. This committee is under the Collection Systems/Water Resources Council.
b. With over 50 members (and well over 20 quite active), this committee is quite healthy. The two co-chairs have an engaged vice chair, and a supportive committee. Two suggested focus areas are more familiarity with the NEWEA organizational structure and more year-round engagement of committee members.
c. Proposed A&D Resolution: This committee should be continued as constituted under current charge.

14) Public Education Committee

a. This committee is under the Outreach Council.
b. This committee has 25 members, with 18 active. The chair and vice-chair are both engaged and dynamic. One point that stands out is that long-time-veteran committee member still tend to do much of the work, and more encouragement of younger members will help to keep the committee vital.
c. Proposed A&D Resolution: This committee should be continued as constituted under its current charge.

15) Scholarships Committee

a. This committee is under the Outreach Council.
b. This committee relatively small, and currently lacks a vice-chair – the chair has requested help from the Executive Committee to find someone to fill that role. Additional help in attracting new members would also be a help.

c. Issues brought up during the survey included a need to update NEWEA contact information for the target audiences at academic institutions. More student involvement would also be helpful, and encouragement of more interplay between Scholarships, Student Activities, and Young Professionals is suggested. In addition, with recent budget cuts, it is hard to encourage a robust scholarship competition.

d. Proposed A&D Resolution: This committee should be continued as constituted under current charge. A vice chair and increased membership should be sought for this committee.

16) Young Professionals Committee

a. This committee is under the Outreach Council.

b. This committee is healthy with over 40 members, with 20 to 30 either very or moderately active. Two enthusiastic co-vice chairs are also involved. The committee is active in many ways, including a large number of “Poo&Brew” events, and participation in AC, student Design Competition judging, interfacing with NEWWA and ASCE groups, etc. One goal is increasing interplay with other NEWEA committees and encouraging diffusion of YP members across the NEWEA spectrum.

c. Proposed A&D Resolution: This committee should be continued as constituted under current charge, and encouraged to continue with vigor.

Report Submitted by

Charles Tyler

Submitter's Email

charleswtyler@msn.com

Date Submitted

01/05/2018
Subject: Committee/Officer Report Submission

Date: Tuesday, January 2, 2018 at 10:00:28 AM Eastern Standard Time

From: Douglas Miller

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Bylaws Committee

Activities/Decisions Since Last Executive Meeting

We have been standing ready for an assignment to address any changes in the Bylaws. There has been no requests since the most recent update of the Bylaws in January 2017 when we deleted the officer position of Secretary. Our committee is healthy and prepared for the new year. There will be a proposed change in leadership as Doug Miller finishes his 3 year term this month and Phyllis Rand begins as the committee's chair.

Meetings/Conference Calls Held

Email contact only. All is good.

Action Plan Committee/Officer Assignments

Doug Miller finishes his 3 year term. Phyllis Rand is positioned to lead the committee.

Report Submitted by

Douglas Miller

Submitter's Email

dlmiller@maine.rr.com

Date Submitted

01/02/2018
Subject: Committee/Officer Report Submission
Date: Thursday, January 4, 2018 at 4:36:07 PM Eastern Standard Time
From: Kerry Reed
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Registration

Activities/Decisions Since Last Executive Meeting
N/A

Meetings/Conference Calls Held
N/A

Action Plan Committee/Officer Assignments
N/A

Other Activities/Initiatives/Programs
N/A

General Comments
Good support for registration desk at AC

Report Submitted by
Kerry Reed

Submitter's Email
Kr@framinghamma.gov

Date Submitted
01/04/2018
Subject: Committee/Officer Report Submission  

Date: Friday, January 5, 2018 at 11:14:39 AM Eastern Standard Time  

From: Robert Fischer  

To: laustin@newea.org  

Executive Committee Meeting Date  
January  

Name of Committee or Office  
Government Affairs  

Activities/Decisions Since Last Executive Meeting  
1. NEWEA GAC supported NEWEA joining in singing on to a Letter to select Massachusetts's Legislators on establishing a Cape Cod Water Protection Trust  
2. NEWEA GAC forwarded a request from Vermont ANR to the other NE states for information on potential increased loading to WRRFs due to statues removing food scraps from trash with the potential impact of more food scraps into the influent through garbage disposals.  

Meetings/Conference Calls Held  
Teleconference call November 28, 2017. Items discussed: Dates of NEWEA fly-in, will be April 17-18, 2018 unless WEF/NACWA change their dates; breakfast vs lunch, decided to continue with lunch on April 17, 2018; Mary to attempt to procure a larger venue than last year; added State Directors to DC Fly in group email.  

Action Plan Committee/Officer Assignments  
1. NEWEA GAC vetted abstracts and is holding a Government Affairs Session at the Boston Trade Show 2018 on January 22, 2018, Session 4.  
2. NEWEA GAC is holding a meeting at the Boston Annual Meeting on January 22, 2018 from 1530-1630.  

Other Activities/Initiatives/Programs  
1. Added Water Advocates Program link to the NEWEA GAC page.  
2. State Events to date:  
   VT January 12, 2018 Legislative Meet and Greet; February 15, 2018 GMWEA co-sponsoring VLCT’s Local Government Day  
   NH tentatively March 7 2018.  
   ME tentatively March 1 2018.  
   MA early May  
   RI early May  

Report Submitted by  
Robert Fischer  

Submitter's Email  
bfischer@sburl.com  

Date Submitted  
01/05/2018
Subject: Committee/Officer Report Submission
Date: Monday, January 8, 2018 at 1:54:20 PM Eastern Standard Time
From: Tim Vivian
To: laustin@newea.org
Category: Committee Chairs

Executive Committee Meeting Date
January

Name of Committee or Office
Humanitarian Assistance & Grants

Activities/Decisions Since Last Executive Meeting
The committee issued its grant for 2017, for $1500, to the CT River Conservancy based in Greenfield, MA to be used in field work in Wyndham, VT.

Meetings/Conference Calls Held
One conference call held in November in order to the the grant finalized

Other Activities/Initiatives/Programs
The committee has discussed and would like to move the timing of the issuance of the grant to the Spring Meeting. The committee feels that the grant does not get much in the way of publicity because of the timing. The grant applications are requested around June 1st with a winner decided by September. If we are able to make the announcement that the application process is open beginning at the Annual meeting in January and then have the grant presented at the Spring meeting, this will give the Committee and the Grant two big events at which people will become aware of the availability of the grant.

Report Submitted by
Tim Vivian

Submitter’s Email
tim@greenmountainpipe.com

Date Submitted
01/08/2018
Subject: Committee/Officer Report Submission

Date: Tuesday, January 16, 2018 at 7:12:59 AM Eastern Standard Time

From: David Archard

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Membership

Activities/Decisions Since Last Executive Meeting

The big new for our Committee is we have a new Vice Chair! Peter Frick stepped-up to the plate in December to take the role in 2018. The current Chair will stay in place until the 2019 Annual Meeting. Thank you Peter! Our Committee continues work with Mary and the President on the Public Official Membership Category. There will be a Public Official reduced entry rate for the Annual Conference and we will report on how that works. We also worked closely with the YP Committee shaping the YP Mentoring Program. Many of our Committee Members will participate in the program and hope to make it a success. We also have had discussions with the President and Mary on the Baltimore City Water Industry Mentoring Program and how it can be replicates in our Service Area.

Meetings/Conference Calls Held

We have had a number of calls pertaining to the topics above.

Action Plan Committee/Officer Assignments

Peter Frick has agreed to take the role of Vice Chair.

Other Activities/Initiatives/Programs

Outlined above.

Report Submitted by

David Archard

Submitter's Email

DRArchard@gmail.com

Date Submitted

01/16/2018
Subject: Committee/Officer Report Submission
Date: Thursday, January 18, 2018 at 4:15:57 PM Eastern Standard Time
From: Geri Ciardelli
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Public Education Committee

Activities/Decisions Since Last Executive Meeting

Mr & Mrs Fish to be held at AC 2018 Boston
School kit stuffing
SJWP finalization and winners invited to luncheon awards
2-3 presentations given and survey completed

Meetings/Conference Calls Held

none since last Exec committee meeting, but lots of email communications

Other Activities/Initiatives/Programs

We will be preparing to judge SJWP in April

General Comments

We are meeting at the AC Monday, 1/22 to regroup and establish priorities and initiatives for 2018.

Report Submitted by

Geri Ciardelli

Submitter's Email

ciardellig@nashuanh.gov

Date Submitted

01/18/2018
Subject: Committee/Officer Report Submission

Date: Monday, January 8, 2018 at 8:32:00 PM Eastern Standard Time

From: Udayarka Karra

To: Iaustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Scholarships Committee

Activities/Decisions Since Last Executive Meeting

1) Scholarship Recipients Selected and Notified (1 non-major; 2 major (undergrad; grad).

2) Based on last year low-turn out, we modified our approach a little. The number of applicants has not increased substantially-which ties into the award amount. In addition-greater outreach/promotion efforts by NEWEA will continue to boost participation.

3) This is my last year term as Chair. I have been able to recruit a vice-chair (Nick Valinski). I have known Nick over the last few years personally and professionally, and he has been one of our more engaged committee members. I will work with him over the next year to get accustomed to the responsibilities. He plans to attend the NEWEA ECM with me this year. This shall also provide him the opportunity to meet and work with you all and other members of NEWEA.

4) Current committee roster is at 5 (Nick Schwartz and Marina F have left the group). Based on the email I sent to Annalisa-she is going to get on-board. Membership upkeep is a challenge.

Meetings/Conference Calls Held

N/A

Will meet with Charlie, Annalisa, and Nick after ECM to plan for next year.

Action Plan Committee/Officer Assignments

1) One of the thoughts I have for next round of applications is to have one non-major (undergrad); and two major (undergrad and/or grad) awards announced. We have had situations where 2 undergrad applicants were more deserving of the awards versus just one undergrad; but since we declared the award as one each-we gave three awards.

2) A more close association with Student Activities/YP committee may help more applications to come in. I will talk to Annalisa on that prospects.

General Comments

Based on the Giving Tuesday and other initiatives by NEWEA-will there be scope for additional scholarship award amount available in the future? Any other initiative in the works, that the committee can help out to make this more fruitful?

Report Submitted by

Udayarka Karra

Submitter’s Email

udayarka.karra@wright-pierce.com

Date Submitted

01/08/2018
Subject: Committee/Officer Report Submission
Date: Thursday, January 4, 2018 at 3:17:04 PM Eastern Standard Time
From: Annalisa Onnis-Hayden
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

SAC

Activities/Decisions Since Last Executive Meeting

We have organized the activities for the AC, which include:
1. UG student poster competition (received and reviewed 7 abstracts)
2. Graduate student poster competition (received and reviewed 8 abstracts)
3. Planning a Scavenger Hunt for the AC plus networking reception with game and prize

Meetings/Conference Calls Held

December 2017 - abstract selection
January 4th conference call for final details on the AC

Action Plan Committee/Officer Assignments

Tom and Jerry will coordinate the poster, start contacting several committee to get judges, also Tom will verify with Janice if we have all the material for the day of the competition.

Nick and Annalisa will continue to work on the scavenger hunt and will incorporate element to be used for the water challenge that will be coordinate with Janette.

During the ECM I will request more judges and make sure everyone knows about our events, especially leadership for the winners announcements.

Annalisa and Nick will print out all materials for the scavenger hunt and provide it to Janice and Linda for the registration desk.

Other Activities/Initiatives/Programs

Student design competition already updated material and launched

General Comments

Milton

Report Submitted by

Annalisa Onnis-Hayden

Submitter's Email

aonnis@coe.neu.edu

Date Submitted

01/04/2018
Subject: Committee/Officer Report Submission

Date: Wednesday, December 20, 2017 at 12:57:19 PM Eastern Standard Time

From: Anastasia Rudenko

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Water for People

Activities/Decisions Since Last Executive Meeting

1. Ongoing planning for 2018 Water for People gala - May 5, 2018 - Kentucky Derby Gala at the Dane Estate, Chestnut Hill, MA - if interested in volunteering please contact Anastasia Rudenko (anastasia.rudenko@ghd.com) or Renie Jesanis (renie.jesanis@mwra.com).

Meetings/Conference Calls Held

Monthly planning calls with NEWWA Water for People Committee

Action Plan Committee/Officer Assignments

Renie Jesanis is incoming Committee Chair

Report Submitted by

Anastasia Rudenko

Submitter's Email

anastasia.rudenko@ghd.com

Date Submitted

12/20/2017
Subject: Committee/Officer Report Submission  
Date: Tuesday, January 9, 2018 at 9:21:23 AM Eastern Standard Time 
From: Ben Stoddard 
To: laustin@newea.org 
Category: Committee Chairs 

Executive Committee Meeting Date 
January 

Name of Committee or Office 
Young Professionals 

Activities/Decisions Since Last Executive Meeting 
- Continued planning and preparation for YP Summit at the NEWEA AC 
- Preparation for YP Day at AC 
- Development of NEWEA mentoring program 
- Planning of 2018 Poo & Brews 

Meetings/Conference Calls Held 
We held a November committee meeting call and will have a committee meeting at the annual conference. We've also held multiple YP Summit planning calls and NEWEA mentor program calls. 

Action Plan Committee/Officer Assignments 
- Finish preparing for YP Summit and YP Day at the AC. 
- Wrap up flyer and open registration for Poo & Brews in early 2018. 
- Introduce NEWEA mentor program at the AC. 

Other Activities/Initiatives/Programs 
After the YP Summit and NEWEA mentoring program wraps up, we will change our focus to a community service project at the spring conference in RI. 

Report Submitted by 
Ben Stoddard 

Submitter's Email 
bstoddard@kleinfelder.com 

Date Submitted 
01/09/2018
Subject: Committee/Officer Report Submission

Date: Friday, January 12, 2018 at 12:27:13 PM Eastern Standard Time

From: Marylee Santoro

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Treatment Systems, Operations and Management Council

Activities/Decisions Since Last Executive Meeting

Been working on securing a Chair and Vice Chair for Microconstituents

Meetings/Conference Calls Held

lots of emails

Report Submitted by

Marylee Santoro

Submitter's Email

msantoro@stamfordct.gov

Date Submitted

01/12/2018
Subject: Committee/Officer Report Submission
Date: Wednesday, December 20, 2017 at 8:19:21 AM Eastern Standard Time
From: John Rogers
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Asset Management (including Information Technology and Automation)

Activities/Decisions Since Last Executive Meeting
Assisted in scoring abstracts submitted for the April 2018 Joint specialty conference in Merrimack NH.

Meetings/Conference Calls Held
Held committee call on 11/16.

Action Plan Committee/Officer Assignments
No changes

Report Submitted by
John Rogers

Submitter's Email
johnrogers626@gmail.com

Date Submitted
12/20/2017
Subject: Committee/Officer Report Submission
Date: Friday, January 19, 2018 at 2:23:53 PM Eastern Standard Time
From: Denise Breiteneicher
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Energy

Activities/Decisions Since Last Executive Meeting
The Energy Committee is actively planning a joint specialty conference with the Asset Management Committee for April, 2018. A location has been chosen, tours selected, speakers invited, and abstracts submitted. Planning for the conference is on schedule.

Meetings/Conference Calls Held
The Energy Committee's annual meet up luncheon will be held at the NEWEA annual conference on Monday, January 21st.

Report Submitted by
Denise Breiteneicher

Submitter's Email
denise.breiteneicher@mwra.com

Date Submitted
01/19/2018
Subject: Committee/Officer Report Submission
Date: Wednesday, December 20, 2017 at 6:45:34 AM Eastern Standard Time
From: James Galasyn
To: laustin@newea.org

Executive Committee Meeting Date
January

Name of Committee or Office
Lab Practcies Committee

Activities/Decisions Since Last Executive Meeting
Considered and selected nominees for both the WEF lab analyst and crystal crucible awards.

Meetings/Conference Calls Held
Discussed via email:
(1) agenda for the January 2018 lab practices committee meeting at the annual conference.
(2) how to average pH results from on-line monitoring for regulatory compliance at wastewater plants.
(3) lab certification agenda item at the annual conference.

Action Plan Committee/Officer Assignments
None

Other Activities/Initiatives/Programs
None

Report Submitted by
James Galasyn

Submitter's Email
jgalasyn@pwd.org

Date Submitted
12/20/2017
Subject: Committee/Officer Report Submission

Date: Wednesday, January 17, 2018 at 3:38:52 PM Eastern Standard Time

From: Rachel Watson
To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Microconstituents

Activities/Decisions Since Last Executive Meeting

The Microconstituents committee recently appointed a new Chair (Rachel Watson, Stantec) and Vice Chair (Laurel Schaider, Silent Spring Institute). Our action plan is to host quarterly conference call meetings, one Webinar in 2018, and to prepare for Specialty Conference (2018 or 2019).

Report Submitted by

Rachel Watson

Submitter's Email

rachel.watson@stantec.com

Date Submitted

01/17/2018
Subject: Committee/Officer Report Submission

Date: Thursday, December 21, 2017 at 7:55:38 AM Eastern Standard Time

From: Travis Peaslee

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Operations Challenge

Activities/Decisions Since Last Executive Meeting

Maintenance event coordinator Nate Melanson is now a member of the ME ops challenge team therefore cannot perform this role. Dan Laflamme, a former ME ops challenge competitor has assumed the maintenance event coordinator role.

Travis Peaslee and Mike Spring had a call to discuss whether there was enough available footage to start an ops challenge recruitment video and it was determined that there is not at the moment but that by the end of 18’ they should be ready to start on this project.

Training day will be held on April 6th in Dover, NH in conjunction with the plant operations committee similar to last year where a facility tour and possible equipment demo will be offered.

Action Plan Committee/Officer Assignments

All 5 event coordinators will begin preparing for training day.

Travis Peaslee and Scott Goodinson will begin work on training day logistics and coordination with the Dover facility staff and the plant operations committee chair.

Other Activities/Initiatives/Programs

Submitting a NEWEA Journal article on the history and importance of operations challenge.

Still compiling photos and video footage of NEWEA and WEF competitions in order to develop an ops challenge recruitment video.

General Comments

The preliminary maintenance event for 18’ is available and will be using a KSB submersible. Once more details are available we will work to see what if any budgetary items would be associated with this change.

Report Submitted by

Travis Peaslee

Submitter’s Email

tpeaslee@lawpca.org

Date Submitted

12/21/2017
Subject: Committee/Officer Report Submission

Date:     Friday, December 22, 2017 at 2:31:32 PM Eastern Standard Time

From: Natalie Sierra

To: laustin@newea.org

Executive Committee Meeting Date

January

Name of Committee or Office

Residuals

Activities/Decisions Since Last Executive Meeting

We had a successful specialty conference held in Burlington, VT. This was one of our best attended conferences, despite the distance, and included two tours (one to the Essex Junction WWTP and one to the new digestion facility at the Magic Hat Brewery).

Next year, NEBRA, typically our co-sponsor for the specialty conference, will be collaborating with the clean water association in Halifax to put on a fall specialty conference. Thus, the decision was made to have a one-day specialty residuals conference, likely in the greater Boston area, with a focus on PFAS, a hot topic for our membership.

Meetings/Conference Calls Held

We’ve held a conference call to review abstracts, and follow up on planning discussions around next year’s specialty conference. We would plan to hold another call in early February to follow up on the AC.

Report Submitted by

Natalie Sierra

Submitter’s Email

nsierra@brwncaId.com

Date Submitted

12/22/2017
Subject: Committee/Officer Report Submission
Date: Tuesday, January 16, 2018 at 8:43:58 AM Eastern Standard Time
From: Dan Ottenheimer
To: laustin@newea.org

Executive Committee Meeting Date
   January

Name of Committee or Office
   Small Community

Activities/Decisions Since Last Executive Meeting
   Organized technical session for AEC

Meetings/Conference Calls Held
   Calls to organize paper review for AEC

Action Plan Committee/Officer Assignments
   Preparing for annual committee meeting. Kurt Mailman will take over as chair following 2018 AEC.

Report Submitted by
   Dan Ottenheimer

Submitter's Email
   dan@oakson.com

Date Submitted
   01/16/2018
Subject: Committee/Officer Report Submission
Date: Monday, January 15, 2018 at 1:59:19 PM Eastern Standard Time
From: Brian Armet
To: laustin@newea.org
Category: Committee Chairs

Executive Committee Meeting Date
January

Name of Committee or Office
Utility Management Committee

Activities/Decisions Since Last Executive Meeting
Gary Zrelak is taking over as Chair. I, Brian Armet, am slowly separating from involvement in committees as I move fully into retirement.

Meetings/Conference Calls Held
None

Action Plan Committee/Officer Assignments
Gary as new Chair will be directing this.

General Comments
I enjoyed my run as Chair of the Utility Management Committee and my involvement in NEWEA.

Report Submitted by
Brian Armet

Submitter's Email
BARMET45@MSN.COM

Date Submitted
01/15/2018
New England Water Environment Association
Executive Committee Meeting
January 21, 2018

ACTION ITEM: APPROVE FY2017 Q4 FINANCIAL STATEMENT

By vote of the Finance Committee, I submit the following FY 2017 Q4 Financial Statement, to be accepted by vote during the NEWEA Executive Committee Meeting on January 21, 2018.

Respectfully submitted January 21, 2018 by the NEWEA Finance Committee

Priscilla Bloomfield, Treasurer
Mary Barry
Ray Willis
Janine Burke-Wells
Elena Proakis Ellis

ACTION ITEM

The NEWEA Finance Committee recommends that the Executive Committee accept the FY 2017 Q4 Financial Statement as described above.

Action: __________Approved __________ Approved as Amended __________ Denied
### Ordinary Income/Expense

<table>
<thead>
<tr>
<th>Income</th>
<th>Oct '16 - Sep '17</th>
<th>Budget</th>
<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Annual Conference Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Conference - Exhibit Inc</td>
<td>266,000.00</td>
<td>255,200.00</td>
<td>10,800.00</td>
<td>104.2%</td>
</tr>
<tr>
<td>Annual Conference - General Inc</td>
<td>307,455.00</td>
<td>290,000.00</td>
<td>17,455.00</td>
<td>106.0%</td>
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<tr>
<td><strong>Total Annual Conference Income</strong></td>
<td>573,455.00</td>
<td>545,200.00</td>
<td>28,255.00</td>
<td>105.2%</td>
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<tr>
<td><strong>Certification Income</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CS Certification</td>
<td>14,655.00</td>
<td>12,850.00</td>
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<tr>
<td>Lab Certification</td>
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<td>2,000.00</td>
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<td>162.3%</td>
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<tr>
<td><strong>Total Certification Income</strong></td>
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<td>14,850.00</td>
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<td>120.5%</td>
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<tr>
<td><strong>Dues Income</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joint Student Membership</td>
<td>10.00</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>NEWEA Membership Dues</td>
<td>51,019.67</td>
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<td></td>
<td></td>
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<tr>
<td>WEF Dues Income</td>
<td>71,466.34</td>
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<tr>
<td>Dues Income - Other</td>
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<td><strong>Total Dues Income</strong></td>
<td>122,496.01</td>
<td>93,000.00</td>
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<td>131.7%</td>
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<tr>
<td><strong>Management Firm Income</strong></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Total Management Firm Income</strong></td>
<td>9,498.54</td>
<td>8,600.00</td>
<td>898.54</td>
<td>110.4%</td>
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<tr>
<td><strong>Misc. Income</strong></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>Committee Member Appreciation</td>
<td>1,429.00</td>
<td>1,900.00</td>
<td>-471.00</td>
<td>75.2%</td>
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<tr>
<td>Congressional Briefing</td>
<td>3,720.00</td>
<td>2,675.00</td>
<td>1,045.00</td>
<td>139.1%</td>
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<tr>
<td>Directory Sales</td>
<td>300.00</td>
<td>800.00</td>
<td>-500.00</td>
<td>37.5%</td>
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<tr>
<td>Other Misc. Revenue</td>
<td>515.00</td>
<td>1,000.00</td>
<td>-485.00</td>
<td>51.5%</td>
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<tr>
<td>Planning Session</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>WEFTEC Reception</td>
<td>3,040.00</td>
<td>3,100.00</td>
<td>-60.00</td>
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</tr>
<tr>
<td>WFP Fundraising Event Income (Full income from events)</td>
<td>9,665.00</td>
<td>3,000.00</td>
<td>6,665.00</td>
<td>322.2%</td>
</tr>
<tr>
<td><strong>Total Misc. Income</strong></td>
<td>18,669.00</td>
<td>12,475.00</td>
<td>6,194.00</td>
<td>149.7%</td>
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<td><strong>Pub/WEB/Media/Sponsor INC</strong></td>
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<tr>
<td>Annual Sponsorships</td>
<td>64,950.00</td>
<td>68,000.00</td>
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<tr>
<td>Fundraising</td>
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<td>5,000.00</td>
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<td>Golf Tournament Benefit</td>
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<tr>
<td>Humanitarian Sponsorship (Humanitarian Sponsorship)</td>
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<td>0.0%</td>
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<tr>
<td>Journal Advertising</td>
<td>89,796.00</td>
<td>86,000.00</td>
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<td>Journal Subscriptions</td>
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<td>0.00</td>
<td>100.0%</td>
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<tr>
<td>Misc. Sponsorship</td>
<td>0.00</td>
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<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Public Education Sponsorship</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
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<tr>
<td>Scholarship Sponsorship (Scholarship Sponsorship)</td>
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<td>YP AC Summit &amp; Lounge (YP AC Summit &amp; Lounge)</td>
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<td><strong>Total Pub/WEB/Media/Sponsor INC</strong></td>
<td>191,920.43</td>
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<td><strong>Specialty Conferences Income</strong></td>
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<tr>
<td>Asset Management Seminar</td>
<td>0.00</td>
<td>0.00</td>
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<td>0.0%</td>
</tr>
<tr>
<td>Collection Systems Seminar</td>
<td>0.00</td>
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<tr>
<td>CSO/Wetweather Issues Seminar</td>
<td>0.00</td>
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<tr>
<td>Energy Seminar</td>
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<td>EPA PreTreatment</td>
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<td>Industrial Waste Seminar</td>
<td>0.00</td>
<td>9,560.00</td>
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<td>0.00</td>
<td>16,960.00</td>
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<td>Joint Collection Sustainability (Joint Specialty Conference)</td>
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<td>Joint EPA UM Workshop</td>
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<td>Joint Residuals/NEBRA Seminar (Joint Specialty Conference)</td>
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<td>2,560.00</td>
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**REDF = Total Unearned Budgeted Income**
### Ordinary Income/Expense

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<tr>
<th>Category</th>
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<th>% of Budget</th>
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<tbody>
<tr>
<td>Sustainability</td>
<td>0.00</td>
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<tr>
<td>Water Reuse Seminar</td>
<td>0.00</td>
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<td>0.0%</td>
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<tr>
<td>Utility Management</td>
<td>0.00</td>
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<td>0.0%</td>
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<td>Watershed Management Seminar</td>
<td>12,465.00</td>
<td>11,750.00</td>
<td>715.00</td>
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<td>YP Events</td>
<td>5,400.00</td>
<td>3,000.00</td>
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<td>Spring Meeting Income</td>
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<tr>
<td>Spring Meeting Exhibit Inc</td>
<td>0.00</td>
<td>11,000.00</td>
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<td>Spring Meeting General Inc</td>
<td>84,020.00</td>
<td>61,000.00</td>
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<td>Spring Meeting Income - Other</td>
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<td><strong>Total Spring Meeting Income</strong></td>
<td>84,400.00</td>
<td>72,000.00</td>
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<td><strong>Total Income</strong></td>
<td>1,078,142.35</td>
<td>1,024,785.00</td>
<td>53,357.35</td>
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<tr>
<td><strong>Gross Profit</strong></td>
<td>1,078,142.35</td>
<td>1,024,785.00</td>
<td>53,357.35</td>
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### Expense

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<td>Capital Expenses (Expenses not categorized else)</td>
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<td>AMS Development Support</td>
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<td>-2,375.00</td>
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<td>Consulting - Marketing</td>
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<td>1,000.00</td>
<td>1,000.00</td>
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<tr>
<td>Water Champions Campaign</td>
<td>12,338.39</td>
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<td><strong>Total Capital Expenses (Expenses not categorized else)</strong></td>
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<td>Committee Council Directors EXP</td>
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<td>AD Hoc Council</td>
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<tr>
<td>Utility Council Committee</td>
<td>0.00</td>
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<td>-50.00</td>
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<tr>
<td><strong>Total AD Hoc Council</strong></td>
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<td>-50.00</td>
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<td>Collection Syst/Water Resources</td>
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<td>378.00</td>
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<td>Management Review Council</td>
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<tr>
<td>Assessment &amp; Development</td>
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<td>Conference Arrangements</td>
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<td>Humanitarian Assistance</td>
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</table>
### FY 2017 Q4 Financial Report - DRAFT

### Ordinary Income/Expense

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership</td>
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<td>Public Education</td>
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<td>Scholarship Comm.</td>
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<td>Student Activities &amp; AC Events</td>
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<td>YP</td>
<td>465.42</td>
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</table>

#### Total Outreach Committee Council

<table>
<thead>
<tr>
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<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership</td>
<td>507.00</td>
<td>107.00</td>
<td>126.8%</td>
</tr>
<tr>
<td>Energy</td>
<td>845.00</td>
<td>45.00</td>
<td>105.6%</td>
</tr>
<tr>
<td>Lab Practices</td>
<td>661.76</td>
<td>-538.24</td>
<td>55.1%</td>
</tr>
<tr>
<td>MicroCons</td>
<td>173.00</td>
<td>-67.00</td>
<td>72.1%</td>
</tr>
<tr>
<td>Operations Challenge</td>
<td>4,130.71</td>
<td>-2,869.29</td>
<td>59.0%</td>
</tr>
<tr>
<td>Plant Operations</td>
<td>1,472.00</td>
<td>-2,028.00</td>
<td>42.1%</td>
</tr>
<tr>
<td>Residuals Management</td>
<td>339.00</td>
<td>-11.00</td>
<td>96.9%</td>
</tr>
<tr>
<td>Small Community Outreach</td>
<td>395.03</td>
<td>-204.97</td>
<td>65.8%</td>
</tr>
<tr>
<td>Utility Management</td>
<td>0.00</td>
<td>-300.00</td>
<td>0.0%</td>
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</table>

#### Total Treatment, System, Ops Management

<table>
<thead>
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<th>Category</th>
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<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Management</td>
<td>507.00</td>
<td>107.00</td>
<td>126.8%</td>
</tr>
<tr>
<td>Energy</td>
<td>845.00</td>
<td>45.00</td>
<td>105.6%</td>
</tr>
<tr>
<td>Lab Practices</td>
<td>661.76</td>
<td>-538.24</td>
<td>55.1%</td>
</tr>
<tr>
<td>MicroCons</td>
<td>173.00</td>
<td>-67.00</td>
<td>72.1%</td>
</tr>
<tr>
<td>Operations Challenge</td>
<td>4,130.71</td>
<td>-2,869.29</td>
<td>59.0%</td>
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<td>1,472.00</td>
<td>-2,028.00</td>
<td>42.1%</td>
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<tr>
<td>Residuals Management</td>
<td>339.00</td>
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<td>96.9%</td>
</tr>
<tr>
<td>Small Community Outreach</td>
<td>395.03</td>
<td>-204.97</td>
<td>65.8%</td>
</tr>
<tr>
<td>Utility Management</td>
<td>0.00</td>
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<td>0.0%</td>
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#### Total Committee Council Directors EXP

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Joint Student Dues</td>
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<tr>
<td>Student Dues Subsidy by NEWEA</td>
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<tr>
<td>WEF Dues Reimbursement</td>
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#### Total Dues Reimbursement Expense

<table>
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<tr>
<td>Management Firm Expense (Expenses Paid by NEWEA)</td>
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#### Total Management Firm Expense (Expenses Paid by NEWEA)

<table>
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<th>Budget</th>
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<tbody>
<tr>
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<td>Planning Session Exp.</td>
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#### Total Misc. Expenses

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<tr>
<td>Web IT Support &amp; Graphics</td>
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<td>Golf Tournament Benefit</td>
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<tr>
<td>Journal-Edit, Design, Print, Post</td>
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<td>Public Ed Outreach Materials</td>
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<tr>
<td>Student Design Comp (Student Design Comp)</td>
<td>428.25</td>
<td>1,071.75</td>
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<tr>
<td>YP AC Summit &amp; Lounge (YP AC Summit &amp; Lounge)</td>
<td>3,903.96</td>
<td>1,403.96</td>
<td>156.2%</td>
</tr>
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</table>

#### Total Pub/WEB/Media/Sponsors EXP

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Humanitarian</td>
<td>1,500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kowsz Scholarship</td>
<td>250.00</td>
<td>250.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>Operations Challenge (WEFTEC)</td>
<td>16,400.01</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operator Exchange (Operator Exch Travel Exp)</td>
<td>500.00</td>
<td>0.01</td>
<td>100.0%</td>
</tr>
<tr>
<td>Scholarships</td>
<td>3,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SJWP Expense</td>
<td>1,732.73</td>
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<td></td>
</tr>
<tr>
<td>State Leg Briefings</td>
<td>3,242.46</td>
<td></td>
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<tr>
<td>WE&amp;RF Contribution</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>WFP Donation Minus Expenses (Donation after expenses)</td>
<td>5,271.10</td>
<td>3,501.10</td>
<td>297.8%</td>
</tr>
</tbody>
</table>

#### Total Scholarship & Awards Expense

<table>
<thead>
<tr>
<th>Category</th>
<th>Budget</th>
<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Management Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Collection Systems Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>CSO/Wet Weather Issues</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
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<tr>
<td>Energy Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>EPA PreTreatment Exp.</td>
<td>0.00</td>
<td>0.00</td>
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</tr>
</tbody>
</table>
## Ordinary Income/Expense

<table>
<thead>
<tr>
<th>Event Description</th>
<th>Oct '16</th>
<th>Sep '17</th>
<th>Delta</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Industrial Waste Seminar</td>
<td>0.00</td>
<td>5,374.00</td>
<td>-5,374.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Joint AM and Energy (Joint Specialty Conference)</td>
<td>0.00</td>
<td>13,009.00</td>
<td>-13,009.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Joint Collection Sustainability (Joint Specialty Conference)</td>
<td>435.00</td>
<td>9,165.00</td>
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</tr>
<tr>
<td>Joint EPA UM Workshop</td>
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<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Joint Residuals/NEBRA Seminar (Joint Specialty Conference)</td>
<td>19,540.20</td>
<td>12,253.00</td>
<td>7,287.20</td>
<td>159.5%</td>
</tr>
<tr>
<td>Lab Practices Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Microconstituents Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Plant Operations Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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</tr>
<tr>
<td>Plant Ops Tours</td>
<td>0.00</td>
<td>0.00</td>
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</tr>
<tr>
<td>Public Education -Teacher Train (Teacher Training)</td>
<td>0.00</td>
<td>1,200.00</td>
<td>-1,200.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Safety</td>
<td>0.00</td>
<td>5,374.00</td>
<td>-5,374.00</td>
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</tr>
<tr>
<td>Small Community Outreach</td>
<td>3,685.43</td>
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<tr>
<td>Stormwater Specialty Conference</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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</tr>
<tr>
<td>Sustainability</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Utility Management Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
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<tr>
<td>Water Reuse Seminar</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Watershed Management Seminar</td>
<td>5,130.00</td>
<td>7,359.00</td>
<td>-2,229.00</td>
<td>69.7%</td>
</tr>
<tr>
<td>YP Events</td>
<td>2,736.30</td>
<td>3,000.00</td>
<td>-263.70</td>
<td>91.2%</td>
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<tr>
<td>Total Specialty Conference Exp.</td>
<td>31,526.93</td>
<td>56,734.00</td>
<td>-25,207.07</td>
<td>55.6%</td>
</tr>
<tr>
<td>Spring Meeting Expense</td>
<td>64,257.76</td>
<td>64,000.00</td>
<td>257.76</td>
<td>100.4%</td>
</tr>
<tr>
<td>Staff, Mgmt, Office &amp; Officer</td>
<td>131,367.83</td>
<td>106,866.82</td>
<td>24,501.01</td>
<td>122.9%</td>
</tr>
<tr>
<td>General Office</td>
<td>11,937.23</td>
<td>16,200.00</td>
<td>-4,262.77</td>
<td>73.7%</td>
</tr>
<tr>
<td>Total General Office</td>
<td>123,304.66</td>
<td>123,066.82</td>
<td>237.84</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Other</td>
<td>19,651.00</td>
<td>19,618.00</td>
<td>33.00</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Staff</td>
<td>142,955.66</td>
<td>142,684.82</td>
<td>270.84</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Staff, Mgmt, Office &amp; Officer</td>
<td>142,955.66</td>
<td>142,684.82</td>
<td>270.84</td>
<td>100.0%</td>
</tr>
<tr>
<td>Total Expense</td>
<td>1,011,658.08</td>
<td>1,017,207.74</td>
<td>-5,549.66</td>
<td>99.5%</td>
</tr>
</tbody>
</table>

## Fiscal Year Cash and Investments

### DATE

<table>
<thead>
<tr>
<th>DATE</th>
<th>10/1/16</th>
<th>9/30/17</th>
<th>$ Delta</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merrill Lynch</td>
<td>$518,330.60</td>
<td>$575,925.59</td>
<td>$57,594.99</td>
<td>11.11%</td>
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<td>Citizens Checking</td>
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<tr>
<td>Money Market Savings</td>
<td>$151,807.15</td>
<td>$151,637.48</td>
<td>$30.67</td>
<td>0.02%</td>
</tr>
</tbody>
</table>

### Total Cash and Investments

|               | $862,907.26 | $923,083.34 | $60,176.08 | 6.97%   |
New England Water Environment Association  
Executive Committee Meeting  
January 21, 2018

ACTION ITEM: Move Public Awareness Committee from an Ad hoc Committee to a standing committee

Per recommendation of the Assessment and Development Committee and support of the Public Awareness Committee, I submit the following for approval to declare the Public Awareness Committee a standing committee at the NEWEA Executive Committee Meeting on January 21, 2018:

The Public Awareness Committee began as an Action Item from a NEWEA Strategic Planning Meeting some years ago. The follow-up resulted in appointment of an ad hoc committee by the NEWEA president in the following year. The work of the committee immediately began and continues to be relevant and vital to NEWEA. In the past year the committee worked with the A&D Committee to update the charge of the committee to reflect all the important work the committee performs. The committee has a clear road map for continuing the Public Awareness efforts for NEWEA and will continue to work on important assignments related to the Water Champions campaign as well as outreach and partnering with other allies in the Water sector. It is the continuation of this important work that now seems appropriate for the Public Awareness Committee to become a standing committee for NEWEA.

Attached please find a 2 page revised charge for the PAC as a standing committee.

_______________________________
Respectfully Submitted to ECM January 9, 2018 by Jennifer Kelly Lachmayr Communications Council Director

_______________________________

ACTION ITEM

Per the NEWEA A&D Committee recommendation, approve the conversion of the ad hoc Public Awareness Committee to full standing committee status.

Action: _________Approved    _________Approved as Amended    _________Denied
PUBLIC AWARENESS COMMITTEE
(Standing)

**Overall Charge**
1. The committee will expand the public awareness of our profession and promote the Association as a regional water environment resource by publicizing our name, our accomplishments, our members' achievements and other activities.

**Membership**
1. The Committee shall have a goal of 8 members, including a chair appointed by the President. Participation from a member of each state association is strongly encouraged.
2. The Chair of the Public Awareness Committee shall report to the Communications Council Director and the committee is part of the Communications Council.

**Specific Duties**
1. To define and develop a NEWEA Public Awareness Campaign – The NEWEA Public Awareness Campaign will support ongoing/evolving NEWEA goals and will serve to strengthen our presence in the community in response to our Mission. The Public Awareness Campaign will require the support of State Directors and other committee liaisons. It will incorporate some current initiatives such as:
   a. **Op ed pieces** - Provide articles for distribution to NEWEA membership for their use in promoting the industry as needed. State Directors and other NEWEA leaders will be asked to convey articles to State Association Govt. Affairs and other leaders for local publication in newspapers, all media outlets, local town boards, etc. as appropriate under the signatures of local leaders such as State Association officers and local treatment plant operators/superintendents.
   b. **Develop formatted presentations (using PowerPoint, et al.) for Use at Public Meetings** - To gain support for funding and to use in discussions with local government such as selectmen, city council, senators and state representatives to inform the public in general on water infrastructure financing needs with additional emphasis on industry campaigns to make the message more compelling.
   c. **Webpage** – Continue to update the NEWEA Water For Life webpage to educate citizens, members and local government about programs and local stories.
   d. **Water Champions** - Develop partnerships with local celebrities and have them ‘endorse’ the NEWEA public awareness campaign.
   e. **Local Heroes** - Create a series of brief feature/profile articles about individual NEWEA members where they explain their job roles in our profession and discuss their passion for our industry. These may be featured in the NEWEA Journal, the newsletter, website, or in local press outlets.
   f. **Outreach Materials** - Provide a repository of outreach materials for all NEWEA members to use in engaging members of the community. Develop materials to reach other like-minded citizens who identify with the NEWEA mission, specifically reaching out to others in related industries and outside the current NEWEA membership grouping.
   g. **Motivate NEWEA Membership** - through promoting outreach efforts toward inspiring and empowering every NEWEA committee to conduct one public awareness activity per year.
   h. **Provide Training Sessions** - Provide updated training sessions for NEWEA membership (for example: Presentations, panels, etc.).
   i. **Public Outreach Activity** - participate in a least one existing or new student (of any age group) and/or public outreach activity (e.g., a presentation at a school classroom, a participating visit
at a student chapter meeting, presenting before a community service club meeting) each year to promote academic and public awareness of technical challenges and occupational opportunities in the water and wastewater community.

2. Be a resource to New England citizens, local government, NEWEA members and any other affiliated associations. Provide resources to assist in promoting local accomplishments and activities though efforts including the following:
   a. Utilize social media and website to broadcast water champion campaign resources and coordinate with state associations, NEWEA staff, and the newsletter and website committees to ensure timely preparation posting of articles and blogs for publication.
   b. Develop links to other industry related sites to improve NEWEA's search index.

Liaison with others
1. NEWEA staff & Media/Funding Specialist
2. Communications Council
3. Public Education Committee
4. Government Affairs Committee
5. Journal Committee
6. Website Committee
7. Newsletter Committee
8. Membership Committee
9. All State Directors

Committee Goals
1. Strive to enable citizens in the New England states to understand and personalize the value and functions of the water environment profession, and to elevate the importance in the public consciousness of the value of water including funding of infrastructure projects.
2. Encourage development and distribution of publicity regarding NEWEA, its activities, its members, and the New England Affiliated State Associations and their members for publication in professional and non-professional journals as well as in the public media.

Tasks/Activities
1. Develop a Public Awareness Campaign plan
2. Work with a media outreach consultant, as necessary, to develop strategies and materials for the organization.
3. Inspire and empower our membership and citizens of New England to talk about our profession and the value of water.
4. Develop, receive, and distribute publicity materials regarding our profession, its activities, and its value to the public at large throughout New England, through activities including:
   a. Identifying opportunities for publicizing NEWEA activities (for example: meetings, specialty seminars, award recipients, keynote speakers, etc.).
5. Develop a budget for annual operations.
6. Seek funding, sponsorships, and partnership opportunities.
7. Participate in a minimum of one existing or new student (of any age group) and/or public outreach activity (e.g., a presentation at a school classroom, a participating visit at a student chapter meeting, presenting before a community service club meeting) each year to promote academic and public awareness of technical challenges and occupational opportunities in the water and wastewater community.