



NEWEA

NEW ENGLAND WATER ENVIRONMENT ASSOCIATION EXECUTIVE COMMITTEE MEETING

Minutes

Wednesday, April 4, 2018

Hilton Garden Inn, Worcester, MA

- I. **Call to Order, Establishment of Quorum – Introductions and Welcome** – President Janine Burke-Wells calls the meeting to order at 9:39 AM. It was established that a quorum was present. The following were in attendance: Linda Austin, Mary Barry, Jim Barsanti, Priscilla Bloomfield, Janine Burke-Wells, Howard Carter, Paul Casey, Justin deMello, John Digiacommo, Robert Fischer, Matt Formica, Jim Galasyn, Peter Garvey, Scott Goodinson, Sue Guswa, Tom Hazlett, Dave Horowitz, Renie Jesanis, Kurt Mailman, Fred McNeill, Rob Musci, Colin O'Brien, Steve Perdios, Elena Proakis Ellis, Phyllis Arnold Rand, Mac Richardson, Chris Robinson, Natalie Sierra, Justin Skelly, Meg Tabacsko, Nick Tooker, Charles Tyler, Ray Vermette, Dennis Vigliotte, Rachel Watson, Michael Wilson
- II. **Approval of the Agenda** – A motion was made by Mr. Barsanti and seconded by Mr. Vermette to approve the agenda. **MOTION CARRIED**
- III. **Approval of the Minutes and Announcements of Notices** – A motion was made by Mr. Barsanti and seconded by Mr. Vermette to approve the minutes of the January 21, 2018 Executive Committee Meeting. **MOTION CARRIED**
- IV. **Key Officers Report**
 - A. President – Janine Burke-Wells. Present. Report submitted.
 - B. President-Elect – Ray Vermette. Present. Report submitted. Mr. Vermette reports that he has been working with the Ops Challenge Committee on Ops Challenge Training Day, which will be held in Dover, NH on April 13.
 - C. Vice President – Jenn Lachmayr. Not present. Report submitted
 - D. Past President – Jim Barsanti. Present. Report submitted. Mr. Barsanti reports that he attended WEFMAX in Indianapolis and stated that the attendees were very impressed with NEWEA's YP initiative, Public Education outreach program, the Veterans Program as well as the Innovation Technology Initiative. He reports that he is also the custodian of Strategic Plan as appointed by President Burke-Wells and has been charged with an increase in Public Education outreach, membership, maintaining program excellence, and collaboration with other associations.
 - E. WEF Delegates – Susan Sullivan/Fred McNeill/Matt Formica/Susan Guswa. Matt Formica – Mr. McNeill, Mr. Formica, Ms. Guswa present. No report submitted. Mr. McNeill reports that each delegate will attend a WEFMAX and that a presentation has been put together for the WEFMAX meetings.
 - F. Treasurer – Priscilla Bloomfield. Present. Report submitted. Mr. Bloomfield defers to Item VI.B on the agenda.
 - G. State Directors
 - Connecticut* – Virgil Lloyd. Not present. Report submitted.
 - Maine* – Mac Richardson. Present. Report submitted. Mr. Richardson recaps events held in Maine in the past few months and announces that the MeWEA Spring Conference will be held on April 13 in Bangor, ME. He is also preparing for the Washington Fly-In. Mr. Richardson passes around a book titled *Discovering Water Book*, which is aimed toward middle school students. The book was put together by the staff at Portland Water District and students at Windham High School and has been distributed to area students. They would like to get more funding to publish additional copies to distribute to additional middle schools. More information can be found at discoveringwater.org.
 - Massachusetts* – Justin deMello. Present. Report submitted. Mr. deMello reports that he has been working on putting together an Ops Challenge team for Massachusetts along with getting credits for operators towards their wastewater license as part of the Veterans Initiative. MWPCA held a successful quarterly meeting in March and have formed a steering committee to hire a new Executive Director.
 - New Hampshire* – Sean Greig. Not present. Report submitted. Mr. Vermette reports that the annual trade fair will be held on this coming Friday. Mr. McNeill reports that the Legislative breakfast was held recently and had a great turnout.
 - Rhode Island* – Scott Goodinson. Present. Report submitted. Mr. Goodinson reports that NWPCA will be attending the Johnston High School open house career day today and will have some NEWEA Public Ed giveaway bags available. They are also reviewing nominees for the 2018 awards.
 - Vermont* – Chris Robinson. Present. Report not submitted. Mr. Robinson reports that there was a Legislative meet and greet event in January; a local government day in February, which was well attended; regulator meetings were recently held; and there was a SJWP Stem Fair held this past weekend. He also reports that GMWEA is revising their Bylaws, permit appeals are taking place as well as Stormwater permits, and the Spring Meeting will be held on May 24 in Killington.

- H. Executive Director – Mary Barry. Present. Mr. Barry reports on the dates and locations for upcoming Executive Committee Meetings. The next meeting will be on June 3 at the NEWEA Spring Meeting in Newport, RI; and the September 12 meeting will be at Rogers Williams College in RI in conjunction with a student Interaction program. Ms. Barry also presents one of the videos that was taken during the recent Annual Conference. The video was well received.

V. Council Directors and Committee Reports

- A. Ad Hoc Committee Council – Jenn Lachmayr, Vice President. Not present. No report submitted.
ASA/State Director – Jenn Lachmayr. Mr. Vermette reports that there will be a Directors call on April 26.
Innovation TF – Howard Carter. Present. Report submitted. Mr. Carter recaps details from his report and added that the Rocky Mountain WEA has a group working with WERF and NEWEA may try to mirror that initiative. He also reports that discussions regarding a possible merger have been ongoing with NEWIN.
Veterans Workforce Development – Dustin Price. Not present. No report submitted. Mr. Vermette reports that RI had a sub-committee meeting working with Treatment Magazine.
Voluntary Certification TF – Tom Groves. Not present. No report submitted. Mr. Vermette reports that the Task Force could use some more volunteers.
- B. Collection Systems and Water Resources Council – John Digiaco, Director. Present. Report submitted.
Collection Systems – Peter Garvey. Present. Report submitted. Mr. Garvey reports that the Collection Systems Seminar is scheduled for September 10 in Boxborough. The Call for Abstracts are due April 20.
CS Certification – Greg Kidd. Not present. Report submitted.
CSO/Wet Weather Issues – Ivonne Hall. Not Present. Report submitted. Steve Perdios reports that the specialty conference will be held October 29-30 in Portland, ME. They are working on the Call for Abstracts now.
Industrial Wastewater – Sarah White. Not present. Report submitted. Mr. Digiaco reports that the specialty conference in June will be at the Redhook Brewery.
Stormwater – Angela Blanchette. Not present. No report submitted. Mr. Digiaco reports that the Stormwater Conference will be held on May 7-8 in Portsmouth, NH.
Sustainability – Courtney Eaton/Rob Montenegro. Not present. Report submitted. Mr. Digiaco reports that they are trying to reinvigorate the committee.
Water Reuse – Nick Ellis. Not present. Report submitted. Mr. Digiaco reports that the committee is planning a specialty conference in August in Storrs, CT.
Watershed Management – Jennifer Johnson. Not present. Report submitted.
- C. Communications Council – Meg Tabacsko, Director. Present. Report submitted.
Journal – Joe Boccadoro. Not present. Report submitted. Ms. Tabacsko reports that the spring of issue of the Journal is in the mail. The summer issue will focus on engineers; the fall issue on municipal/public officials; and the winter issue on YPs.
Newsletter – Ashley Dunn. Not present. No report submitted. Ms. Tabacsko reports that the newsletter went out in March. The Chair is actively seeking a Vice Chair.
Public Awareness – Kate Biedron. Not present. Report submitted. Ms. Tabacsko reports that the committee is pursuing Alex Ray of the Common Man Restaurant Group as a Water Champion along with Linda Bean of L.L. Bean. A new Partnership Package has been put together. Denise Descheneau has been named Vice Chair.
Website – Rob Musci. Present. No report submitted. Mr. Musci gave a video presentation on potential updates to the NEWEA website.
- D. Management Review Council – Jim Barsanti, Past President. Present. Report submitted.
Assessment and Development – Charlie Tyler. Present. Report submitted. Mr. Tyler reports that the A&D Committee will begin their committee review process for the coming year. They are also working on updating the Organization Manual. A question is raised as to what the A&D Committee actually does. Mr. Tyler reviews what the committee's purpose is.
Awards – Mike Wilson. Present. No report submitted. Mr. Wilson reports that 61 awards were presented at the Annual Conference. They are currently looking at possible new awards. May 15 is the deadline for State Directors to submit nominees for the Operator and Peloquin Awards. The award nomination form is on NEWEA website and Mr. Wilson encourages people to submit.
Bylaws – Phyllis Rand. Present. Report submitted. Ms. Rand reports that she is also a member of the WEF Bylaws Committee and has participated in a conference call with WEF. WEF is conducting a legal review of their Constitution and Bylaws. WEF has received six recommendations from their legal counsel. Since NEWEA's bylaws are similar to WEF's, NEWEA may need to adopt these recommendations as well. Any changes would have to be approved by WEF as well as the membership.

Committee Member Appreciation – Denise Descheneau. Not present. No report submitted. Mr. Barsanti reports that the Committee Member Appreciation Event will be held on July 26 at Kimball Farm.

Nominating – Matt Formica. Present. No report submitted. Mr. Formica reports that the committee will start the process of officer nominations for 2019.

Sponsor – Dennis Vigliotte. Present. Report submitted. Mr. Vigliotte reports that the committee needs to be more pro-active this year with sponsorships for 2019. They will also review sponsorship options for 2019.

- E. Meeting Management Council – Elena Proakis Ellis, Director. Present. No report submitted.
- Conference Arrangements – Ron Tiberi. Not present. No report submitted. Ms. Barry reports that the contract with the Marriott has been signed through 2024.
- Exhibits – Paul P. Casey. Present. No report submitted. Mr. Casey reports that 132 exhibitors have pre-registered for the 2019 Annual Conference. The committee held a meeting held on March 7 and reviewed issues that had surfaced at the Annual Conference. He reports that Map Dynamics worked very well for exhibitor registration.
- Program – Amy Anderson. Not present. No report submitted. Ms. Proakis reports that they committee is currently focusing on the Spring Meeting program and will be meeting on April 5 to discuss the abstracts received.
- Registration – Kerry Reed. Not present. Report submitted. Ms. Proakis reports that the attendance numbers from 2018 Annual Conference were similar to previous years.
- F. Public Outreach Council – Justin Skelly, Director. Present. No report submitted.
- Government Affairs – Bob Fischer. Present. Report submitted. Mr. Fischer reports that the committee is preparing for the Washington Fly-In to be held in two weeks. They are also working with NEWWA to have joint meetings.
- Humanitarian Assist. & Grants – Tim Vivian. Not present. No report submitted
- Membership – Dave Archard. Not present. No report submitted.
- Public Education – Geri Ciardelli. Not present. No report submitted. Mr. Skelly reports that he received a verbal report from Vice Chair Lenny Young. They are working on a public outreach program for each committee. The deadline for SJWP submittals is April 15 and the committee will hold a meeting to review. Ms. Tabacsko reports that the Teacher Training Workshop has been scheduled in August at Deer Island. A flyer will be sent out prior to the end of the school year. A suggestion is made that corporate sponsorship may encourage more teachers to attend.
- Safety – Dave Wright – Not present. No report submitted. Vice Chair Dave Horowitz reports that the Safety Logo Contest announcement will be sent out in July.
- Scholarships – Uday Karra. Not present. No report submitted.
- Student Activities – Nick Tooker. Present. No report submitted. Mr. Tooker reports that the Student Design Competition will be held the end of April and the winner will go to WEFTEC. They are looking for volunteers to help judge; however, a location has not yet been determined.
- Water for People – Renie Jesanis. Present. Report submitted. Ms. Jesanis reports they the committee is coordinating with NEWWA on the WFP Gala on May 5, which coincides with the Kentucky Derby. They are also looking for a Vice Chair along with more active members. The committee is searching for opportunities to participate in other events and, possibly, work with other committees on events.
- Young Professionals – Ben Stoddard. Not present. Report submitted. Co-Vice Chair Colin O'Brien reports. Mr. O'Brien reports that the YP Summit at the Annual Conference was a big success with 95 people in attendance. This success has led to various discussions with other MAs as well as WEF regarding the YP Summit. Mr. O'Brien reports on:
- o Recent events:
 - Poo & Brew recently held in Dover, NH
 - Celtics Game with NEWWA
 - Waterworks Museum Tour in March
 - Committee Meeting at the Annual Conference – 25 active members attended. Committee meetings will now be held monthly instead of bi-monthly.
 - Committee Spotlight added to each conference call.
 - Formally established 5 sub-committees – Events/Poo & Brew; Membership; Community Service; Communications; and YP Summit.
 - Started planning for the 2019 YP Summit with NEWWA and are reviewing surveys submitted.
 - Working on mentoring program – 20 mentors; 18 mentees.
 - Working with Eastern RI Conservation District for community service project on June 2 prior to Spring Meeting.
 - Tour and Pour with LSPA in Taunton
 - Working to set up YP Committee Social Media accounts

- Upcoming Events:
 - May 3 MASSTC with Barnstable County
 - Poo & Brew at GNHWPCA in conjunction with NYWEA
 - Nantucket Poo & Brew in the fall
 - Nashua WWTP would like to plan a Poo & Brew.

The committee would also like the Executive Committee to consider changing the duration of the term for the YP Chair to two years vs. three. Mr. Tyler reports that there is nothing in the Organization Manual that addresses term duration. Ms. Rand also adds that the Bylaws does not address term duration either.

- G. Treatment, Systems Operations, and Management Council – Marylee Santoro, Director. Not present. No report submitted. Mr. Galasyn reports that Ms. Santoro will attend the upcoming Ops Challenge Training Day.
- Asset Management – John Rogers. Not present. Report submitted. Mr. Galasyn reports that the committee is working on their upcoming Joint Specialty Seminar with Energy.
- Energy – Denise Breitenreicher. Not present. Report submitted.
- Laboratory Practices – Jim Galasyn. Present. Report submitted. Mr. Galasyn reports that the committee is reviewing the Voluntary Wastewater Laboratory Analyst Certification exam for NEWEA to take ownership.
- Microconstituents – Rachel Watson. Present. Report submitted. Mr. Watson reports that a survey was sent to committee members regarding the future of the committee. They are planning on hosting a joint specialty conference with the Residuals Management Committee.
- Operations Challenge – Travis Peaslee. Not present. Report submitted. Vice Chair Scott Goodinson reports that the Plant Operations Committee should have more involvement with the Process Control and Maintenance events in the way of coordinators and judges. The ASAs should have their own Ops Challenge Committees to work on teams from each state. Ms. Burke-Wells reports that Susan Sullivan is working on increasing New England’s presence at WEFTEC with judges, etc.
- Plant Operations – Tom Hazlett. Present. Report submitted. Mr. Hazlett reports that the committee worked on the report on Operator Exchange for the Journal. The committee is planning a specialty seminar next spring in Massachusetts. Mr. Vermette reports that he will try to keep the Ops Challenge equipment available for practicing at the Dover WWTF after the upcoming training day.
- Residuals Management – Natalie Sierra. Present. Report submitted. Mr. Sierra reports that the committee held a meeting held at Annual Conference and discussed their upcoming specialty conference, which will be one day this fall and held jointly with the Microconstituents Committee. The Call for Abstracts will be going out shortly. The committee is also looking for a public outreach project.
- Small Community – Kurt Mailman. Present. Report submitted. Mr. Mailman reports that the committee is planning a specialty seminar in RI with Ian Catlow coordinating.
- Utility Management – Gary Zrelak. Not present. Report submitted. Mr. Galasyn reports that Art Simonian is the new Vice Chair.

VI. Action Items

- A. Action Item – 2018 Proposed Nominating Committee – Matt Formica, Past President. Mr. Formica presents the Action Item. The committee met and identified candidates for two additional members. A motion is made by Mr. Richardson and seconded by Mr. McNeill to add Meg Tabacsco and Priscilla Bloomfield to the Nominating Committee for 2018.
MOTION CARRIED
- B. Action Item – FY18 Q2 (Cumulative) Report – Priscilla Bloomfield, Treasurer. Ms. Bloomfield reports that the Finance Committee will have a committee meeting in April to discuss pursuing grants. They will also trying to renegotiate credit card fees with possibly a different company. The budgeting process for FY19 will begin shortly. Ms. Bloomfield presents the Action Item to approve the FY18 Q2 Financial report. Discussion follows. A motion is made by Mr. Richardson and seconded by Mr. Digiacommo to approve the FY18 Q2 Financial Report. **MOTION CARRIED**

VII. Items for Discussion

- A. NEWEA/NEWWA Partnership – Mike Wilson. Mr. Wilson reports that there has been ongoing discussion for more collaboration between the two associations; however, not much progress has been made. Another meeting is scheduled for April 23.
- B. WEFMAX 2021 or 2022 (potentially plan NY/NE Spring Meeting opposite year) – New England Host – Mary Barry. Ms. Barry reports that a sub-committee has been formed with Jim Barsanti, Howard Carter, Sue Guswa, Jennifer Johnson, Fred McNeill, and Matt Formica to plan the WEFMAX meeting. Money will be set aside over the next three years for this event.
- C. NEWEA Positions – Jim Barsanti. Mr. Barsanti reports that he has put together a committee to work on this – Management Review Committee as well as Ray Willis, Matt Formica and Jennifer Lachmayr. Discussion follows

regarding financing for new Communications PR position with monies possibly coming from savings. Start dates for the two position are:

- a. Office Administrator – estimated Start Date 4/2019.
- b. Communications PR – estimated Start Date FY2018

VIII. Information Items/Schedule of Events – See Calendar

VIII. Adjournment – A motion is made by Mr. Vermette and seconded by Mr. Formica to adjourn the meeting at 12:30 PM.

MOTION CARRIED. The next meeting of the Executive Committee will be held on Sunday, June 3, 2018 in Newport, RI.

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