



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION  
EXECUTIVE COMMITTEE MEETING  
AGENDA with All Committee Chairs  
Sunday, June 3, 2018, 1:00 PM  
Gurney's Newport Resort & Marina, 1 Goat Island, Newport, RI 02840**

- I. **Call to Order, Establishment of Quorum – Introductions and Welcome** – Janine Burke-Wells, President
- II. **Approval of the Agenda** – Janine Burke-Wells, President
- III. **Approval of the Minutes and Announcements of Notices** – Janine Burke-Wells, President
- IV. **Key Officers Report**
  - A. President – Janine Burke-Wells
  - B. President-Elect – Ray Vermette
  - C. Vice President – Jenn Lachmayr
  - D. Past President – Jim Barsanti
  - 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 – Scott Goodinson
    - Vermont – Chris Robinson
  - H. Executive Director – Mary Barry
- V. **Council Directors and Committee Reports**
  - A. Ad Hoc Committee Council – Jenn Lachmayr, Vice President
    - ASA/State Director – Jenn Lachmayr
    - Innovation TF – Howard Carter
    - Veterans Workforce Development – Dustin Price
    - Voluntary Certification TF – Tom Groves
  - B. Collection Systems and Water Resources Council – John Digiacommo, Director
    - Collection Systems – Peter Garvey
    - CS Certification – Greg Kidd
    - CSO/Wet Weather Issues – Ivonne Hall
    - Industrial Wastewater – Sarah White
    - Stormwater – Angela Blanchette
    - Sustainability – Courtney Eaton/Rob Montenegro
    - Water Reuse – Nick Ellis
    - Watershed Management – Jennifer Johnson
  - C. Communications Council – Meg Tabacsko, Director
    - Journal – Joe Boccadoro
    - Newsletter – Ashley Dunn
    - Public Awareness – Kate Biedron
    - Website – Rob Musci
  - D. Management Review Council – Jim Barsanti, Past President
    - Assessment and Development – Charlie Tyler
    - Awards – Mike Wilson
    - Bylaws – Phyllis Arnold Rand
    - Com. Member Appreciation – Denise Descheneau
    - Nominating – Matt Formica
    - Sponsor – Dennis Vigliotte
  - E. Meeting Management Council – Elena Proakis Ellis, Director
    - Conference Arrangements – Ron Tiberi
    - Exhibits – Paul P. Casey
    - Program – Amy Anderson
    - Registration – Kerry Reed
  - F. Public Outreach Council – Justin Skelly, Director
    - Government Affairs – Bob Fischer
    - Humanitarian Assist. & Grants – Tim Vivian
    - Membership – Dave Archard
    - Public Education – Geri Ciardelli/Lenny Young
    - Safety – Dave Wright
    - Scholarships – Uday Karra
    - Student Activities – Nick Tooker
    - Water for People – Renie Jesanis
    - Young Professionals – Ben Stoddard

- G. Treatment, Systems Operations, and Management Council – Marylee Santoro, Director
- |                                       |                                       |
|---------------------------------------|---------------------------------------|
| Asset Management – John Rogers        | Plant Operations – Tom Hazlett        |
| Energy – Denise Breitenicher          | Residuals Management – Natalie Sierra |
| Laboratory Practices – Jim Galasyn    | Small Community – Kurt Mailman        |
| Microconstituents – Rachel Watson     | Utility Management – Gary Zrelak      |
| Operations Challenge – Travis Peaslee |                                       |

**VI. Discussion/Action**

- A. Draft FY17 Audit, Pricilla Bloomfield, Treasurer/Finance Committee Chair
- B. NEWEA/NEWIN Partnership – Howard Carter, Innovation Task Force Leader
- C. NEWEA Executive Office Staffing Plan – Janine Burke-Wells, President and Mary Barry, Executive Director
  - a. Office Administrator – Replacement Position
  - b. Communications PR - New RTH

**VIII. Information Items/Schedule of Events** – See Calendar of Events

**VIII. Adjournment**





# 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](http://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:

- 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 Tabacscko 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.

DRAFT

**Subject:** Committee/Officer Report Submission  
**Date:** Wednesday, May 30, 2018 at 9:58:08 AM Eastern Daylight Time  
**From:** Janine Burke-Wells  
**To:** laustin@newea.org  
**Category:** State Directors

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

President

**Activities/Decisions Since Last Executive Meeting**

Attended the Ops Challenge training day in Dover, NH.  
Attended the NHWEA annual trade show in Nashua, NH.  
Participated in the annual Water Fly-In to Washington, D.C.  
Attended the CWPCA annual trades how in Wallingford, CT.  
Wrote president's message for the next NEWEA Journal.

**Meetings/Conference Calls Held**

Attended several more meetings with the New England Water Works Association (NEWWA) to discuss collaborative efforts. Volunteered to draft a Memorandum of Agreement for collaboration between the 2 organizations.  
Attended several meetings with the New England Water Innovation Network (NEWIN) and NEWEA's Innovation Task Force.  
Participated in monthly Senior Management Team calls as well as conference calls for the Management Review Committee, the A&D Committee, the YP Committee's community service project subcommittee, the Government Affairs Committee, and a Council Directors call.

**Action Plan Committee/Officer Assignments**

Tasked Management Review Committee with development of plan for new communications position.  
YP Committee has taken the ball and ran with the Community Service Project!!  
Coverage at several state events delegated to President-Elect, Vice President and Past President.  
Focused on spring conference preparation, assisted program chair with rounding out the local session, and initiated press coverage on the conference from ecoRI.org and the Providence Journal.

**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](mailto:Janine.Burke-Wells@warwickri.com)

**Date Submitted**

05/30/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, May 18, 2018 at 10:05:44 AM Eastern Daylight Time

**From:** Ray Vermette

**To:** laustin@newea.org

**Category:** SMT, Executive Committee, Council Directors, Exploratory Committee, Innovation Task Force, Finance Committee, Management Review Committee

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

President Elect

**Meetings/Conference Calls Held**

3/28 Council Directors Call. 3/29 NEWIN/NEWEA Meeting in Boston. 4/4 ECM Meeting in Worcester. 4/6 Operations Challenge Day in Dover. 4/11 Opening remarks at the Energy/Asset Management Conference in Merrimack, NH. 4/13 Awards Presentation at the MWEA in Bangor. 4/23 NEWEA/NEWWA Exploratory group meeting in Holliston, MA. 4/24 Finance Committee Call. 4/30 Management Review Committee Call. Innovation Technology Call. 5/1 NEWIN/NEWEA Planning Session in Boston. 5/2 Innovation Technology call. SMT Monthly Call. 5/3 ASA/State Director Call. 5/9-11 WEFMAX Alaska.

**General Comments**

I will be attending the Vermont Spring Meeting in Killington to present Awards on 5/24 and the NEWEA Spring Meeting.

**Report Submitted by**

Ray Vermette

**Submitter's Email**

[sonnyvermette@yahoo.com](mailto:sonnyvermette@yahoo.com)

**Date Submitted**

05/18/2018

**Subject:** Committee/Officer Report Submission

**Date:** Saturday, May 26, 2018 at 10:37:45 AM Eastern Daylight Time

**From:** Jennifer lachmayr

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Vice President

**Meetings/Conference Calls Held**

Attended NEWEA NEWIN Meeting on May 1 2018

Attended NEWEA Stormwater Specialty Conference May 7 2018 - Portsmouth NH Providing Open/Welcome

Attended WEFMAX in Alaska May 8-10 2018

Met with ASA and State Directors May 3 2018 (separate minutes available)

Participated in ECM and Management Committee Meetings

**Action Plan Committee/Officer Assignments**

Next ASA and State Directors Meeting is on June 5 2018 at the Spring Conference

**Report Submitted by**

Jennifer lachmayr

**Submitter's Email**

[jennifer.lachmayr@arcadis.com](mailto:jennifer.lachmayr@arcadis.com)

**Date Submitted**

05/26/2018



**Subject:** Committee/Officer Report Submission

**Date:** Monday, May 7, 2018 at 10:08:50 AM Eastern Daylight Time

**From:** James Barsanti

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Past President

**Activities/Decisions Since Last Executive Meeting**

My activities have included planning and coordinating with the Senior Management Team on various NEWEA activities. I am serving as Chair of the Management Review Committee and we are working on staffing, grant writing, and ASA support issues. I attended the CAWPCA Spring Tradeshow to preside over the representation of NEWEA and WEF awards to CT members. I am also participating in ongoing meetings with NEWWA on our partnership initiatives. I have been working with the Young Professionals Committee on the Mentor-Mentee program and will be serving as a mentor. My WEF activities include serving on a subcommittee to review award nominations for the Public Communications and Outreach Committee serving on a WEF Collection Systems work group on the preparation of a Sanitary Sewer Lift Station Fact Sheet.

**Meetings/Conference Calls Held**

I have participated in conference calls with the Senior Management Team, Council Directors, Management Review Committee, Innovation Task Force, Government Affairs, Young Professionals, and Assessment and Development Committees.

**Action Plan Committee/Officer Assignments**

None.

**Committee Member School Outreach Activities**

I participated in the Walsh Middle School Career Day in Framingham on April 26th and spoke about public works and civil engineering.

**General Comments**

I understand about indecision, but I don't care if I get behind. People living in competition, all I want is to have my peace of mind.

**Report Submitted by**

James Barsanti

**Submitter's Email**

[jrb@framinghamma.gov](mailto:jrb@framinghamma.gov)

**Date Submitted**

05/07/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 31, 2018 at 6:21:45 PM Eastern Daylight Time

**From:** Fred McNeill

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

WEF Delegate

**Activities/Decisions Since Last Executive Meeting**

WEF delegates attended four WEFMAX sessions during the spring of 2018 in Indianapolis, IN, Little Rock, AR, Girdwood, AK, and Wrightsville Beach, NC. A WEFMAX is an "exchange of ideas from member associations".

I attended WEFMAX in Wrightsville Beach, NC from May 23rd to May 25th. Over 70 water professionals strategized industry policy, goals, and objectives. As part of my House of Delegates work group I presented on our Operator Initiatives. One initiative, which I did not endorse, was the national certification of wastewater operators. The other operator initiatives were focused on attracting a younger work force. As a NEWEA representative I presented on "engagement" and our presentation focused on YPs, Poo and Brews, and the Water Warrior initiative. We also shared the NEWEA video from the 2019 Annual Conference. All of NEWEA's work was embraced by this national audience and our work was applauded.

**Meetings/Conference Calls Held**

I will be attending WEFTEC on October. At that time I will be assigned to a work group for 2018/19.

**Action Plan Committee/Officer Assignments**

I was approached to join a national WEF committee. This will be dependent on my future NEWEA contributions.

**Report Submitted by**

Fred McNeill

**Submitter's Email**

[FMcNeill@ManchesterNH.gov](mailto:FMcNeill@ManchesterNH.gov)

**Date Submitted**

05/31/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 9, 2018 at 4:44:53 PM Eastern Daylight Time

**From:** Priscilla Bloomfield

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Treasurer

**Activities/Decisions Since Last Executive Meeting**

Budget requests were sent out to all committee chairs.

**Meetings/Conference Calls Held**

Finance Committee held a call to discuss numerous items and plan for developing the FY 19 budget. Participated in SMT, Management Review, and other NEWEA calls and efforts.

**Action Plan Committee/Officer Assignments**

The plan is to develop the FY19 budget over the summer and present it for approval at the Sept ECM.

**Report Submitted by**

Priscilla Bloomfield

**Submitter's Email**

[cilbloomfield@gmail.com](mailto:cilbloomfield@gmail.com)

**Date Submitted**

05/09/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 31, 2018 at 10:25:23 AM Eastern Daylight Time

**From:** Virgil Lloyd

**To:** laustin@newea.org

#### **Executive Committee Meeting Date**

June

#### **Name of Committee or Office**

CT State Director

#### **Activities/Decisions Since Last Executive Meeting**

CT is super proud to announce that on the last day of the legislative session (May 9), The State Senate joined the House in passing by a large margin a statute creating a Continuing Education requirement for all CT Wastewater Operators. The statute requires all operators to obtain 6 hours of continuing education every year. Each operator and the facility at which they are employed must maintain a record of their continuing education, and make available to CT DEEP inspectors upon request.

As of this writing, the legislation is awaiting signature by the governor (and no issues are expected). The new requirement goes into effect October 1, 2018. CWPAA and CAWPCA intend to initiate a dialog with DEEP and the CAC (Certification Advisory Committee) after signature by the Governor, to discuss implementation and details.

#### **Meetings/Conference Calls Held**

The CWPAA Annual Product Show was held on April 26 at the New Life Church in Wallingford. The event had 62 vendors and 131 attendees. In recent years this event has become the setting for the annual business meeting of the CWPAA, which is conducted during lunch. The business meeting included election of officers, which this year featured the passing of the gavel. Ray Weaver of Manchester was elected as president of the association, replacing Mike Bisi of Glastonbury. Mike was recognized for his distinctive service and leadership over the past 12 years as president and vice president, and was honored with a plaque and a gift of a deck chair for use on his boat, in all his free time!

Also elected was Chris Lund of the Town of Groton as Vice President. Jane LaMorte from Stafford Springs and Serdar Umur with GA Fleet will continue in their current positions of Treasurer and Secretary, respectively.

CAWPCA held their Spring Workshop on May 4 at the AquaTurf Club in Plantsville. The event was well attended, with an estimated attendance of 130 individuals. The program featured presentation of the CAWPCA Presidential Excellence Award to Peter H. Grose of Fuss & O'Neill, in recognition of his many contributions to CT's wastewater industry over a 40 year career.

CWPAA conducted their second annual Operators Appreciation Day event on May 18. This years' event, which was conducted in Branford at the Stony Creek Brewery, attracted over 30 attendees, with the majority being operators.

#### **Action Plan Committee/Officer Assignments**

Participated in conference calls with the State Directors, and with the Awards committee. CT has several excellent nominations for both the Pelaquin and the Operator of the Year awards, and will be reviewing at the June 14 board meeting.

#### **Committee Member School Outreach Activities**

CT will be conducting a 2018-19 class of the Manager's Leadership Program. This will be the fifth running of this very successful leadership program. Starting this fall, a class of 20 individuals will meet once/month for 10 months to learn the skills and knowledge needed for effective management of a wastewater treatment facility. The first class is scheduled for September 2018. Applications are due in July (information and details available at ctwpaa.org). The program is again being supported by Art Enderle of East Windsor and Kevin Schlatz of Enfield.

#### **General Comments**

The Sewer Open Golf Tournament is scheduled for June 15 at Skunkamaug River Golf Club in Coventry CT. This event benefits the CWPAA Scholarship Fund and the Ops Challenge team. Shotgun start at 9am. Golf is followed by the very popular outing/banquet.

Upcoming events:

- Sewer Open – June 15
- Second Annual Fishing Trip – September, date TBD
- Fall Plant Tour – September or October, date TBD
- Managers Forum – November, date TBD

**Report Submitted by**

Virgil Lloyd

**Submitter's Email**

[vlloyd@fando.com](mailto:vlloyd@fando.com)

**Date Submitted**

05/31/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 30, 2018 at 11:05:20 AM Eastern Daylight Time

**From:** Justin deMello

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Massachusetts State Director Report

**Activities/Decisions Since Last Executive Meeting**

The search continues for our next executive director. Over the last couple months, the search committee has solicited interest from several individuals and associations. Currently, we are in the process of interviews and plan to make a recommendation to our board of directors at our June meeting.

**Meetings/Conference Calls Held**

MWPCA held their Water Infrastructure Awareness Day in Boston, MA on May 15th. The event was another collaboration between MWPCA, MWWA and ACEC/MA and included guest speakers Carolyn Dykema and Matthew Beaton along with meetings with state representatives. Over 100 were in attendance of the event from across the state. Hot topics discussed at the meeting included I/I Regulation Changes, MS4, Aging Workforce, Lead in Drinking Water and Climate Resiliency.

MWPCA was well represented at this year's WEF DC Fly-in with over a dozen Massachusetts representatives. Over two days, we met with Senator Warren, Senator Markey, Rep Tsongas, Rep Moulton, Rep Clark, Cong. Keating and Cong. Kennedy on a wide variety of water infrastructure investment topics including WIFIA, SRF and grants. While the individuals we met with were responsive to the variety of asks there was a bit of uncertainty regarding the funding mechanism for the new infrastructure bill. All of those we met with were very interested in the Water Warriors initiative and requested more follow up information.

**Action Plan Committee/Officer Assignments**

Continue to promote and Water Warriors initiative  
Continue to promote and Operator Exchange and coordinate with Mac (ME) for this year's exchange with Maine.  
MWPCA to solicit volunteers for new committee focused on Operators Challenge

**Committee Member School Outreach Activities**

None at this time.

**General Comments**

June 13 Summer meeting Holyoke, MA  
June 19 Golf Tournament, Harvard, MA  
September 12 Tradeshow, Wachusett Mtn.

Management Training - NEIWPC, MassDEP, and the MWPCA is taking applicants for their 2018 Massachusetts Wastewater Management Training Program that will begin this Fall. Last year's program had 28 registrants from facilities all over Massachusetts. The program encourages all wastewater operators interested in furthering their careers and one day assuming a management or superintendent position to consider joining a future management program.

Water Warriors Initiative – Spearheaded by our steering committee led by Jeremiah Murphy, Ben Smith, and Justin deMello has already reached out to local Veterans Affairs Committee and plans to attend one of their upcoming events to promote Water Jobs in Massachusetts.

**Report Submitted by**

Justin deMello

**Submitter's Email**

[jdemello@woodardcurran.com](mailto:jdemello@woodardcurran.com)

**Date Submitted**

05/30/2018

**Subject:** Committee/Officer Report Submission

**Date:** Tuesday, May 29, 2018 at 9:39:39 AM Eastern Daylight Time

**From:** Sean Greig

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

New Hampshire State Director

**Activities/Decisions Since Last Executive Meeting**

The NHWPCA received 167 poster entries for its 2018 poster contest. This year's theme was "Quality of Life". On Wednesday May 16, 2018, six poster contest winners and eight honorable mention recipients were all invited with their teachers and families to attend Clean Water Week Proclamation Signing by Governor Sununu at the State House. Tim Vadney (NHWPCA President) opened the ceremony with introductory remarks. Governor Sununu spoke about the importance of water and the environment. The ceremony was followed by a dinner at the State Library. At the dinner, Director Forbes from NHDES spoke further to the children on the importance of clean water and how NHDES staff work diligently to protect the waters of New Hampshire. It was a great event with 63 attendees for the Proclamation Signing and dinner.

Wild NH Day took place on April 21, 2018. This free event is the chance for families to explore New Hampshire's Wild Life resources and outdoor traditions. The NHWPCA set up its booth and spoke to attendees about the importance of clean water. The association raffled off a fishing pole every half an hour. The event was heavily attended. There were thousands and thousands of people.

The NHWPCA received many applications for its college scholarships. The NHWPCA awarded three \$750 scholarships to one current college student, and two students entering college. Cody Richardson is currently in college and is looking to join the profession as a wastewater lab tech. Virginia Mercier and Hannah Gordon are beginning college as biology majors.

The NHWPCA had its Trade Fair in Nashua NH. The event had 138 signed in attendees and 46 vendors. The event went very well in the new location. The Trade Fair was followed by a lunch that 88 people attended.

**Meetings/Conference Calls Held**

The NHWPCA BOD had a meeting on May 18, 2018. The BOD is working on the Operator of the Year and Peloquin Award nominations. The Board plans on having its award submissions by June 1, 2018. The Board voted Steve Clifton to be the next NEWEA New Hampshire State Director. The Board is working on the schedule for the Operator Exchange with Vermont. The BOD plans to meet again in June at the summer outing for its next BOD meeting.

Upcoming Events:

June 22, 2018 NHWPCA Summer Outing at Ellacoya State Park

July 13, 2018 NHWPCA Deep Sea Fishing Trip

August 2, 2018, NHWPCA Golf Tournament at Beaver Meadows in Concord NH

**Report Submitted by**

Sean Greig

**Submitter's Email**

[sgreig@newmarketnh.gov](mailto:sgreig@newmarketnh.gov)

**Date Submitted**

05/29/2018



**Subject:** Committee/Officer Report Submission

**Date:** Tuesday, May 29, 2018 at 3:45:21 PM Eastern Daylight Time

**From:** Scott Goodinson

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

State Director - Rhode Island (NWPCA)

**Activities/Decisions Since Last Executive Meeting**

The Narragansett Water Pollution Control Association (NWPCA) reviewed all the 2017 nominations and voted on the select winners of the following awards.

James Marvella- Nora Lough

Collections System Operator of the Year – Dan Johnson

Robert Markelewicz – John Brosnahan

A. Joseph Mattera Safety Award, more than 5 MGD – West Warwick WPCF, less than 5 MGD- Smithfield WPCF.

Plant Platinum Award, (Zero violations 3 consecutive years or more) Narragansett

Plant Gold Award, (Zero violations) – Burrillville, Cranston, East Greenwich, East Providence, NBC- Field Point, New Shoreham, Smithfield, Warren, Warwick, and Woonsocket WPCF.

Silver Award, (One violation) – Jamestown and Quonset Point WPCF.

NEWEA Awards – Mike Spring (Peloquin) and Charles Labbe (Operator of the Year).

**Meetings/Conference Calls Held**

March 17-18, DC Fly-in

April 3, NEWEA Awards Committee Conference call

April 6, OC Training Day, Dover, NH

May 3, ASA/State Director quarterly call

**Action Plan Committee/Officer Assignments**

May 15 – 2018 Clean Water Legislative Summit and Luncheon at the RI State House.

May 16 – 2018 Clean Water Week Open House's (Westerly, Cranston, and East Providence)

May 24 – Annual Awards banquet – 160 in attendance!

June 3-6th NEWEA Spring Meeting, Newport, RI

June 25 – NWPCA Annual Golf Classic – sold-out in just 3 weeks of advertising!

**Committee Member School Outreach Activities**

April 4, NEWEA ECM Meeting, Worcester, MA

April 4, NWPCA at Johnston High School Career Day

April 5, NWPCA Awards Committee Meeting

**General Comments**

The Governor of Rhode Island issued a proclamation declaring May 15th, 2018 Rhode Island Wastewater Appreciation Day. A few real nice, positive letters have been published in local newspapers from people who toured the POTW's during the Clean Water Week Open Houses. It's nice to get some good PR news for a change.

**Report Submitted by**

Scott Goodinson

**Submitter's Email**

[Scott.c.goodinson@warwickri.com](mailto:Scott.c.goodinson@warwickri.com)

**Date Submitted**

05/29/2018



**Subject:** Committee/Officer Report Submission

**Date:** Tuesday, May 22, 2018 at 5:45:12 PM Eastern Daylight Time

**From:** Chris Robinson

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

VT Director

**Activities/Decisions Since Last Executive Meeting**

I am working on finalizing the award nominees for the Al Peloquin and Operator awards. In the past the state director has requested approval by GMWEA on the selection. I plan to continue this tradition; therefore, I will not have the nominees until after our June 13th meeting. (I was unable to attend the May GMWEA meeting).

GMWEA held another quarterly Regulators meeting on May 1st. It was well attended by many State departments such as, Wastewater, Drinking Water, Stormwater, Residuals, and wetlands.

**Meetings/Conference Calls Held**

I participated in the State Director's conference call held on May 3rd.

**General Comments**

GMWEA will be holding their annual Spring Meeting at the Killington Grand Resort on May 24th. NEWEA awards will be re-presented to VT awardees.

On August 17th is the annual George Dow Memorial Golf Tournament at the Cedar Knoll Country Club.

GMWEA is sad to report that long-time operator, GMWEA director and past-president Mark Simon passed away this spring due to a brief illness. Mark received the GMWEA Founders Award in 2002 and was instrumental in teaching many of Vermont's operators. He taught the Sacramento Course for well over a decade. He will be missed by Vermont's wastewater community.

**Report Submitted by**

Chris Robinson

**Submitter's Email**

[crobinson@shelburnevt.org](mailto:crobinson@shelburnevt.org)

**Date Submitted**

05/22/2018

**Subject:** Committee/Officer Report Submission  
**Date:** Wednesday, May 23, 2018 at 9:58:03 PM Eastern Daylight Time  
**From:** Thomas Groves  
**To:** laustin@newea.org  
**Category:** Executive Committee

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Voluntary Certification Task Force

**Activities/Decisions Since Last Executive Meeting**

Communication with the NEWEA office and Certification committees about concern of applicants not being truthful on their applications when stating their experience. Discussed with both committees and will include statement of attest on application. (Lab does this already).

**Meetings/Conference Calls Held**

None held.

**Action Plan Committee/Officer Assignments**

N/A

**Committee Member School Outreach Activities**

N/A

**General Comments**

Will attend Lab Practices committee at Spring meeting to discuss certification exam question development and transition of the exam to NEWEA's office.

**Report Submitted by**

Thomas Groves

**Submitter's Email**

[tgroves@neiwpsc.org](mailto:tgroves@neiwpsc.org)

**Date Submitted**

05/23/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, June 1, 2018 at 9:47:32 AM Eastern Daylight Time

**From:** Howard Carter

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Innovative Technology

**Activities/Decisions Since Last Executive Meeting**

We sent an innovation survey to everyone on the NEWEA contact list and received 76 responses. While participation was low, there was a good number of respondents that are interested in actively participating in an innovation community. We will be working on defining specific next steps to follow up with them to help support the Innovation Pavilion at the Annual Conference in January.

We have also been working with Fidan Karimova and Allison Deines of the Water Environment & Reuse Foundation about helping us out with the Innovation Pavilion and Annual Conference.

We are also exploring the possibility of becoming an MA member with WERF like what the Rocky Mountain MA has done.

WERF has also provided a few task force members with a link to the Lift program.

UNH has also requested assistance from the task force on making connections with utilities that are participating in the long Island Sound Futures fund.

**Report Submitted by**

Howard Carter

**Submitter's Email**

[hcarter@sacomaine.org](mailto:hcarter@sacomaine.org)

**Date Submitted**

06/01/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, May 25, 2018 at 8:37:55 AM Eastern Daylight Time

**From:** John Digiacomio

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Collection Systems & Water Resource Council

**Activities/Decisions Since Last Executive Meeting**

- 1) Conference Call with all Chairs within my council to discuss coordination and collaboration between committees
- 2) Conference Calls/Emails with various chairs to discuss Specialty Conferences that are in the planning stage

**Meetings/Conference Calls Held**

See Above

**Action Plan Committee/Officer Assignments**

- 1) Will be working with NEWEA SMT on finding ways to re-invigorate the Sustainability Committee and bring up membership which has been decreasing over the last few years. We had an initial meeting at the Annual Conference and will continue to move forward with making the Sustainability Committee sustainable :)

**Committee Member School Outreach Activities**

During the Conference Call with the chairs, this initiative was discussed and all the chairs and their committees will be thinking about activities that fit under this directive.

**General Comments**

One of my committees (Stormwater) had a very successful Specialty Conference in early May. Our council has many more Specialty Conferences this year (including Industrial Wastewater on June 25th) so we will be busy but the chairs and their committees have been doing a great job planning them!

**Report Submitted by**

John Digiacomio

**Submitter's Email**

[jdigiacomio75@gmail.com](mailto:jdigiacomio75@gmail.com)

**Date Submitted**

05/25/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 31, 2018 at 5:27:41 PM Eastern Daylight Time

**From:** Peter Garvey

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Collection Systems Committee

**Activities/Decisions Since Last Executive Meeting**

see below

**General Comments**

- Specialty Conference (Chad Kershaw, Shawn Syde) – Monday September 10, 2018 (Mark your calendars), Boxborough, MA - Our subcommittee has been very active preparing for the Specialty Conference. The location has been selected and booked. We have received ~25 abstracts and the subcommittee has rated the abstracts and will convene this week to make a final decision on the content of the program. Look out for registration information later in the summer. Thanks to all on the subcommittee for their efforts getting us to this point. Welcome suggestions for KEYNOTE Speaker.
- FOG (Patrick Antle, Charlie Gore) – Subcommittee has been active. 1.) begun work on the white paper. TOC has been finalized sections are being drafted and survey results will be incorporated. 2.) Sent out round 2 of the outreach survey to the membership at large 3.) Reached out to the NERPCA to gain their perspective and facilitate a knowledge exchange at some upcoming conferences ,4.) been invited to take part in the October MHOA conference 5) holding monthly calls
- Private Inflow (Frank Occhipinti, Matt Corbin) – Subcommittee has been active 1.) Work on white paper is well under way. A TOC was prepared earlier in the year, and specific sections were delegated to committee members, Several sections have now been drafted and subcommittee leadership is bring a draft document together. 2.) Monthly calls are being scheduled to coordinate activities.
- Awards (Charlie Tripp) – Considering award recommendations that have been submitted.

**Report Submitted by**

Peter Garvey

**Submitter's Email**

[pgarvey@dewberry.com](mailto:pgarvey@dewberry.com)

**Date Submitted**

05/31/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 31, 2018 at 10:54:17 AM Eastern Daylight Time

**From:** Ivonne Hall

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

CSO/WWI

**Activities/Decisions Since Last Executive Meeting**

Finalized with Scott Firmin of Portland Water & Sewer for a field trip to wet weather facilities in Portland during tech conference in October. Janice was going to touch base with Scott. Not sure if we a bus or if people can drive their own cars.

Put out call for projects in April, but received less than 20 by 5/1--extended the closing date for abstracts to 6/1.

**Meetings/Conference Calls Held**

Holding a con call with committee on 6/8 to go over the review of abstracts.

**Action Plan Committee/Officer Assignments**

Need to select final abstracts and plan out the program for October conference.

Need a keynote speaker.

**General Comments**

Working hard on the October conference!

**Report Submitted by**

Ivonne Hall

**Submitter's Email**

[ivonne.hall@ct.gov](mailto:ivonne.hall@ct.gov)

**Date Submitted**

05/31/2018



**Subject:** Committee/Officer Report Submission  
**Date:** Wednesday, May 16, 2018 at 10:28:52 AM Eastern Daylight Time  
**From:** Sarah White  
**To:** laustin@newea.org  
**Category:** Committee Chairs, AC18 Moderators

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Industrial Wastewater Committee

**Activities/Decisions Since Last Executive Meeting**

No activities or decisions since last meeting.

**Meetings/Conference Calls Held**

None.

**Action Plan Committee/Officer Assignments**

Hoping to persuade / convince / lure someone from the existing committee into being incoming Chair in January!

**General Comments**

We're getting excited to enjoy the fruits of our efforts - our specialty seminar is finally here (June 25 - Portsmouth, NH - Redhook Ale Brewery)! Finishing touches on details will be taking place this week - final Emails - speaker bios etc. SPREAD THE WORD!

**Report Submitted by**

Sarah White

**Submitter's Email**

[Sarah.White@UniFirst.com](mailto:Sarah.White@UniFirst.com)

**Date Submitted**

05/16/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, June 1, 2018 at 4:39:57 PM Eastern Daylight Time

**From:** Angela Blanchette

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Stormwater

**Activities/Decisions Since Last Executive Meeting**

Our Specialty Conference was held on May 7th and 8th in Portsmouth, NH, titled "Enhancing Stormwater in the Built Environment." This was a collaboration with the New England Environmental Finance Center. We had a total of 146 attendees and received a lot of positive feedback on the content and structure of the conference.

**Report Submitted by**

Angela Blanchette

**Submitter's Email**

[ablanchette@scarboroughmaine.org](mailto:ablanchette@scarboroughmaine.org)

**Date Submitted**

06/01/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 24, 2018 at 8:07:36 AM Eastern Daylight Time

**From:** Courtney Eaton

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Sustainability

**Activities/Decisions Since Last Executive Meeting**

Decided to propose a Sustainable Project award for consideration by the Executive Committee  
Going to try to contribute a short blog-like post to the newsletter related to sustainable topics

**Meetings/Conference Calls Held**

Held 2 conference calls since annual meeting - attendance has been low (3 -4)

**Action Plan Committee/Officer Assignments**

None

**Committee Member School Outreach Activities**

Courtney Eaton (Chair) visited a Concord elementary school and a local preschool to do a water demonstration

**Report Submitted by**

Courtney Eaton

**Submitter's Email**

[ceaton@woodardcurran.com](mailto:ceaton@woodardcurran.com)

**Date Submitted**

05/24/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 23, 2018 at 8:31:12 PM Eastern Daylight Time

**From:** Jennifer Johnson

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Watershed Management Committee

**Activities/Decisions Since Last Executive Meeting**

Since the April meeting, the WMC has held a committee meeting (phone call) and continued to plan our homebrewing competition and watershed management webinars. The inaugural homebrewing competition, now called "Pints Against Pollution" will take place in early 2019. We are working with Janice Moran to develop a "Call for Brewers" flier, which will be used to find homebrewers interested in participating, as well as solicit sponsorships from local businesses.

**Meetings/Conference Calls Held**

We held a committee meeting on April 12. Our next meeting is Monday, June 4.

**Action Plan Committee/Officer Assignments**

Continue to plan for Pints Against Pollution - Email "Call for Brewers" to NEWEA members; Reach out to potential sponsors; Finalize event for tasting and set schedule for brewers.

Continue to plan for Watershed Management Webinar Series - Finalize "Champions" for each State and reach out to speakers. Develop notification for Janice to circulate to NEWEA members.

**Report Submitted by**

Jennifer Johnson

**Submitter's Email**

[jjohnson@nitscheng.com](mailto:jjohnson@nitscheng.com)

**Date Submitted**

05/23/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 16, 2018 at 3:23:37 PM Eastern Daylight Time

**From:** Meg Tabacsko

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Communication Council

**Activities/Decisions Since Last Executive Meeting**

- Helped recruit new PAC member
- Reminded committees to submit budgets
- Reviewed job description for new Communications/PR position
- Forwarded A&D surveys to Newsletter & Website Committees

**Meetings/Conference Calls Held**

- Participated in PAC Conference Call
- Participated in Council Directors' Conf. Call
- Participated in A&D Conf. Call

**Report Submitted by**

Meg Tabacsko

**Submitter's Email**

[meg.tabacsko@mwra.com](mailto:meg.tabacsko@mwra.com)

**Date Submitted**

05/16/2018

**Subject:** Committee/Officer Report Submission

**Date:** Monday, May 21, 2018 at 9:44:26 AM Eastern Daylight Time

**From:** Joe Boccadoro

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Journal

**Activities/Decisions Since Last Executive Meeting**

The Journal team has been working on the summer and fall editions, with a necessary focus on summer. For the summer journal we are coordinating with feature authors and contributors, reviewing draft content and assembling an initial draft of the publication for internal review. We are also working on themes for 2019 and other initiatives such as increasing the size of our committee. The Guest Editor for the winter journal, which will focus on Young Professionals, has moved on to another employer and career. The Vice Chair also announced that she needs to step down due to professional and family commitments, and a planned move outside the New England area. The committee is actively searching for replacements. Lastly we are working on drafting minutes for the conference call referenced below.

**Meetings/Conference Calls Held**

A committee conference call was held on April 27, 2018. During the call we: (1) welcomed two new members, (2) recapped the spring issue, (3) discussed status of the summer, fall and winter journals, and (4) brainstormed themes for 2019.

**Action Plan Committee/Officer Assignments**

The Chair will pursue internal candidates for the recently vacated vice chair position. The entire committee will focus on finalizing the summer edition of the Journal and then turn attention to the fall edition, which will include stepped up efforts to recruit authors for feature articles. The entire committee will also work on developing themes for 2019, with a goal of issuing them in June 2018.

**Committee Member School Outreach Activities**

No outreach activities since the last report.

**General Comments**

Our most pressing need is to fill the vice chair position. This person will serve in this capacity for the remainder of 2018 and then move into the chair position in 2019.

**Report Submitted by**

Joe Boccadoro

**Submitter's Email**

[joe.boccadoro@aecom.com](mailto:joe.boccadoro@aecom.com)

**Date Submitted**

05/21/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 30, 2018 at 3:16:32 PM Eastern Daylight Time

**From:** Charles Tyler

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Assessment and Development Committee

**Activities/Decisions Since Last Executive Meeting**

Committee list for review determined and survey reviewed and then sent out through Council Directors to the following target committees (committee chairs of these committees should have received their surveys - if not received, please contact your Council Director or the A&D chair. Target for return of surveys to Council Directors is June 15, 2018; Council Directors should have reviewed surveys with comments back to the A&D Committee no later than July 13.

Management Review Council-  
Awards  
Committee Member Appreciation

Meeting Management Council-  
Program  
Registration

Communications Council-  
Newsletter  
Website\* (This committee will be suggested as a standing administrative committee to assist the NEWEA office with website maintenance, content, and innovation)

Treatment, System Operations, Management Council-  
Laboratory Practices  
Operations Challenge  
Residuals Management  
Small Communities

Collection Systems/Water Resources Council-  
Industrial Wastewater  
Sustainability  
Watershed Management

Outreach Council-  
Membership  
Student Activities  
Water For People

Ad Hoc Council-  
Veterans Workforce Development

**Meetings/Conference Calls Held**

Conference call was held to discuss the committee listing and survey composition, as well as scheduling of survey review and resolution reports.

**Action Plan Committee/Officer Assignments**

We are trying to stick with the following schedule for the 2018 committee review cycle

- o Committee response – June 15
- o Council director reviews and adds input – Return package to A&D by July 13
- o A&D to meet/confer – Target prior to Aug 10

- o A&D draft findings – Complete draft findings before Sept 9 (for September Executive CM)
- o A&D final findings for EC – Nov ECM

Also hope to have updated Org Manual posted to web by early July.

**Report Submitted by**

Charles Tyler

**Submitter's Email**

[charleswtyler@msn.com](mailto:charleswtyler@msn.com)

**Date Submitted**

05/30/2018



**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 3, 2018 at 1:52:57 PM Eastern Daylight Time

**From:** Phyllis Rand

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Bylaws

**Activities/Decisions Since Last Executive Meeting**

Phyllis participated in WEF's Bylaws Committee's conference call on Thursday, 5/3/2018. A review of WEF's bylaws is underway. Phyllis will provide NEWEA's Bylaws Committee with a summary of proposed changes to WEF's bylaws in late 2018 or early 2019.

**Report Submitted by**

Phyllis Rand

**Submitter's Email**

[prand@gaud.ws](mailto:prand@gaud.ws)

**Date Submitted**

05/03/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 17, 2018 at 4:35:22 PM Eastern Daylight Time

**From:** Denise Descheneau

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Committee Member Appreciation Committee

**Activities/Decisions Since Last Executive Meeting**

Committee Member Appreciation event planned for July 26 at Kimball Farm

**Meetings/Conference Calls Held**

Ongoing emails planning event

**Action Plan Committee/Officer Assignments**

John Bobrek has agreed to be vice chair of the committee.

**Committee Member School Outreach Activities**

N/A

**General Comments**

Looking forward to July!

**Report Submitted by**

Denise Descheneau

**Submitter's Email**

[d-descheneau@ubwpad.org](mailto:d-descheneau@ubwpad.org)

**Date Submitted**

05/17/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 30, 2018 at 4:32:01 PM Eastern Daylight Time

**From:** Elena Proakis Ellis

**To:** laustin@newea.org

**Category:** Executive Committee, Council Directors, Finance Committee, AC18 Moderators

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Meeting Management Council

**Activities/Decisions Since Last Executive Meeting**

Held conference call meeting to discuss the spring meeting and AC19, for which the call for abstracts has been released.

**Meetings/Conference Calls Held**

Conference call held on 5/29/18.

**Action Plan Committee/Officer Assignments**

All committees in this council have been busy with planning for the spring meeting.

**General Comments**

I have submitted a nomination for Kate Biedron for the Meeting Management Council Director position starting next January when my term expires. I think she would be a great fit.

**Report Submitted by**

Elena Proakis Ellis

**Submitter's Email**

[eproakis@cityofmelrose.org](mailto:eproakis@cityofmelrose.org)

**Date Submitted**

05/30/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, May 18, 2018 at 12:10:09 PM Eastern Daylight Time

**From:** Robert Fischer

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Government Affairs

**Activities/Decisions Since Last Executive Meeting**

Mar-Apr Invitation letters sent to Congressional Delegation  
Apr Produced NEWEA Talking Points for DC Congressional Briefing, discussed collaborating with NEWWA, added one topic per NEWWA input, produced joint NEWEA/NEWWA Talking Points,  
Apr 17 NEWEA Legislative briefing lunch in DC  
Apr 17-18 NEWEA/NEWWA meetings with Congressional Delegation  
Apr-May Thank you letters sent to Congressional Delegation

**Meetings/Conference Calls Held**

Mar 21 GAC teleconference on DC fly-in, other topics  
Apr 4 NEWEA Executive Committee Meeting in Worcester, MA  
Apr 10 GAC teleconference on DC fly-in, other topics  
May 21 GAC teleconference with select members on DC fly-in debrief

**Action Plan Committee/Officer Assignments**

Gave individual States task of coordinating DC meeting with State NEWWA reps. Left it up to States if they also wish to coordinate with ACEC  
Scheduled GAC meeting to follow ASA meeting during NEWEA Spring meeting;; develop agenda for meeting

**Committee Member School Outreach Activities**

None

**General Comments**

None

**Report Submitted by**

Robert Fischer

**Submitter's Email**

[bfischer@sburl.com](mailto:bfischer@sburl.com)

**Date Submitted**

05/18/2018

**Subject:** Committee/Officer Report Submission  
**Date:** Tuesday, May 15, 2018 at 4:06:22 PM Eastern Daylight Time  
**From:** Lenny Young  
**To:** laustin@newea.org  
**Category:** AC18 Moderators, Committee Chairs

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

PUBLIC EDUCATION COMMITTEE

**Activities/Decisions Since Last Executive Meeting**

SJWP entries reviewed winners from each New England State chosen.  
Spring Session on Outreach June 4th, Newport  
Teacher Training, Deer Island August 14th, 23 enrolled as of 5/15/18  
PEC Participation with Environmental Education Grant, Management/Farming (Connecticut)  
Public Ed Abstracts Reviewed

**Meetings/Conference Calls Held**

SJWP Meeting, NEWEA Office April 25th.

**Action Plan Committee/Officer Assignments**

Teri Demers: SJWP Students notified  
Carina Hart: Environmental Education Grant/ Manure Management

**Committee Member School Outreach Activities**

Outreach (How-to) training sessions at Spring meeting and august

**Report Submitted by**

Lenny Young

**Submitter's Email**

[leonard.young@mwra.com](mailto:leonard.young@mwra.com)

**Date Submitted**

05/15/2018

**Subject:** Committee/Officer Report Submission  
**Date:** Wednesday, May 16, 2018 at 11:37:24 AM Eastern Daylight Time  
**From:** David Wright  
**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Safety Committee

**Activities/Decisions Since Last Executive Meeting**

- We originally intended to hold our Specialty Meeting at the Spring Meeting, but will have to postpone until next year.
- As of today, May 16, 2018 we have only received 8 responses back for the 2018 Safety Survey and have extended the deadline.
- Emailed out the applications for both the Burke and Operators Safety Award and are awaiting responses.

**Meetings/Conference Calls Held**

The Committee primarily communicated via email and we do not have a Committee Meeting scheduled for the upcoming Spring Conference

**Action Plan Committee/Officer Assignments**

We will be holding our Safety Logo Contest to raise awareness about safety in the workplace. The last Safety Logo Contest was held in 2015. An announcement flyer will be emailed out to State Directors in July 2018.

**Committee Member School Outreach Activities**

None

**General Comments**

None

**Report Submitted by**

David Wright

**Submitter's Email**

[wrightd@wseinc.com](mailto:wrightd@wseinc.com)

**Date Submitted**

05/16/2018

**Subject:** Committee/Officer Report Submission

**Date:** Thursday, May 31, 2018 at 9:38:03 AM Eastern Daylight Time

**From:** Ben Stoddard

**To:** laustin@newea.org

**Category:** Committee Chairs

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Young Professionals Committee

**Activities/Decisions Since Last Executive Meeting**

Community service project planning  
Mentorship program kick-off  
Continued planning of Poo & Brews

**Meetings/Conference Calls Held**

April committee meeting conference call  
May committee meeting conference call  
Several service project planning meetings

**Action Plan Committee/Officer Assignments**

Begin planning 2019 YP Summit  
Develop plan to increase social media presence  
Find new sub-committee chairs for next year

**General Comments**

The majority of our effort recently has been planning the service project. After the service project we will shift in 2019 YP Summit planning.

**Report Submitted by**

Ben Stoddard

**Submitter's Email**

[bstoddard@kleinfelder.com](mailto:bstoddard@kleinfelder.com)

**Date Submitted**

05/31/2018

**Subject:** Committee/Officer Report Submission

**Date:** Tuesday, May 29, 2018 at 9:30:59 AM Eastern Daylight Time

**From:** John Rogers

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Asset Management

**Activities/Decisions Since Last Executive Meeting**

Held successful Joint Specialty conference with the Energy Committee in Hooksett NH on April 11 and 12.  
Agreed on concepts for 2 potential alternative Annual Conference technical sessions approaches (Operators bottom-up asset data capture, and Lightning presentations with facilitated panel discussion) with Conference Committee Chair.  
Reviewing AM Award nominations

**Meetings/Conference Calls Held**

Call held on May 3.

**Action Plan Committee/Officer Assignments**

See call notes

**Committee Member School Outreach Activities**

Nothing to report

**Report Submitted by**

John Rogers

**Submitter's Email**

[johnrogers626@gmail.com](mailto:johnrogers626@gmail.com)

**Date Submitted**

05/29/2018



**Subject:** Committee/Officer Report Submission

**Date:** Friday, June 1, 2018 at 4:30:22 PM Eastern Daylight Time

**From:** Denise Breiteneicher

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Energy

**Activities/Decisions Since Last Executive Meeting**

The Energy Committee held a joint specialty conference in April with the Asset Management Committee that seemed to be well received. There were 61 attendees and it netted about \$7900. The reviews were favorable, with the average ranking as a 9 out of 10 in most categories.

**Meetings/Conference Calls Held**

The Energy Committee will be holding a conference call in mid-June to evaluate and decide on the recipient of the Energy Award for 2018.

**Report Submitted by**

Denise Breiteneicher

**Submitter's Email**

[denise.breiteneicher@mwra.com](mailto:denise.breiteneicher@mwra.com)

**Date Submitted**

06/01/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, April 27, 2018 at 6:54:34 AM Eastern Daylight Time

**From:** Jim Galasyn

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Lab Practices Committee

**Activities/Decisions Since Last Executive Meeting**

I sent out a call for laboratory operations challenge judges, with ten confirmed for the lab event at the spring meeting.

We will also be holding two meetings at the spring conference, one for lab judges, and the second to form a new sub-committee to explore the laboratory certification process.

**Meetings/Conference Calls Held**

See above

**Action Plan Committee/Officer Assignments**

See above

**Committee Member School Outreach Activities**

LPC chair Jim Galasyn participated in 10 middle school outreach events, where students examine water quality (dissolved oxygen, pH, turbidity, and conductivity) as well as macro-invertebrates at potential sites to release the trout they have grown in the classroom. The students behave as scientists, and must determine if the river/stream we are at is conducive to releasing their fish.

As part of the process, I talk about the water and wastewater profession, as well as NEWEA and the purpose the organization serves in promoting water quality.

**Report Submitted by**

Jim Galasyn

**Submitter's Email**

[jgalasyn@pwd.org](mailto:jgalasyn@pwd.org)

**Date Submitted**

04/27/2018

**Subject:** Committee/Officer Report Submission  
**Date:** Sunday, May 6, 2018 at 2:58:13 PM Eastern Daylight Time  
**From:** Rachel Watson  
**To:** laustin@newea.org  
**Category:** Committee Chairs

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Microconstituents

**Activities/Decisions Since Last Executive Meeting**

We are further planning our specialty conference with the Residuals Committee.

**Meetings/Conference Calls Held**

We held a conference call meeting in April where we discussed the survey results and our goals for the specialty conference.

**Action Plan Committee/Officer Assignments**

Amy Hunter (an active member) will be presenting her research in an upcoming Webinar. More info TBA.

**Committee Member School Outreach Activities**

Once a location is set for the specialty conference, we will be looking into volunteer/outreach opportunities in the area either the day before or day of the conference.

**Report Submitted by**

Rachel Watson

**Submitter's Email**

[rachel.watson@stantec.com](mailto:rachel.watson@stantec.com)

**Date Submitted**

05/06/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 2, 2018 at 3:24:12 PM Eastern Daylight Time

**From:** Travis Peaslee

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Operations Challenge

**Activities/Decisions Since Last Executive Meeting**

Training Day was held in Dover, NH on April 6th. Approximately 50 people attended and the day went well. I have been working with event coordinators to secure equipment for training day and competition and have also worked with other committee members to secure awards, shirts, and other competition needs. At this point ME, CT, and RI are onboard for competition.

I provided some information to Sue Sullivan regarding the competition and will assist in her efforts to get more NEWEA operations challenge judges at WEFTEC.

Due to budget constraints we will be providing 2nd and 3rd place competition certificates in lieu of plaques

Ops challenge committee will be involved with/volunteering at the Monday afternoon golf tournament

**Meetings/Conference Calls Held**

Training Day in Dover, NH was held on April 6th.

Conference call with Mary and NEWEA golf committee regarding ops challenge involvement with golf tournament

**Action Plan Committee/Officer Assignments**

We will be setting up the maintenance event on Sunday June 3rd and allowing teams to practice. The remaining 4 event coordinators and judges will be setting up the remainder of the events on Monday morning. Committee volunteers will be assisting with the golf tournament.

**General Comments**

I worked hard with a few other to try and form a NH and MA team this year and thought I was real close but don't believe it will happen. I plan to continue working with those interested operators and am hopeful we can get them onboard for next year. I didn't get much response from VT this year but am hoping to continue promoting the challenge and will work with the VT state coordinator to see how we can start gaining interest for next year.

**Report Submitted by**

Travis Peaslee

**Submitter's Email**

[tpeaslee@lawpca.org](mailto:tpeaslee@lawpca.org)

**Date Submitted**

05/02/2018

**Subject:** Committee/Officer Report Submission  
**Date:** Sunday, June 3, 2018 at 1:41:55 PM Eastern Daylight Time  
**From:** Tom Hazlett  
**To:** laustin@newea.org  
**Category:** AC14 Moderators

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Plan Operations

**Activities/Decisions Since Last Executive Meeting**

Formed sub-committee for specialty conference tentatively scheduled for March 2019 in the Billerica area.  
Reviewing Hatfield nominations.

**Meetings/Conference Calls Held**

Reviewed abstracts for spring meeting, holding one session on Tuesday morning.

**Action Plan Committee/Officer Assignments**

Tom will continue to serve as chair and John as vice chair for another year and a half.

**Committee Member School Outreach Activities**

Held world water monitoring day event with a fifth grade class in Billerica, MA among other activities.

**Report Submitted by**

Tom Hazlett

**Submitter's Email**

[thazlett@woodardcurran.com](mailto:thazlett@woodardcurran.com)

**Date Submitted**

06/03/2018

**Subject:** Committee/Officer Report Submission

**Date:** Friday, May 11, 2018 at 9:54:15 AM Eastern Daylight Time

**From:** Natalie Sierra

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Residuals

**Activities/Decisions Since Last Executive Meeting**

We have released the Call for Abstracts for our fall specialty conference on PFAS. We are narrowing down dates and location (northern MA and southern NH) as well. The committee met and discussed the submittals for the biosolids award.

**Meetings/Conference Calls Held**

One conference call to discuss nominations for the biosolids award.

**Report Submitted by**

Natalie Sierra

**Submitter's Email**

[nsierra@brwncald.com](mailto:nsierra@brwncald.com)

**Date Submitted**

05/11/2018

**Subject:** Committee/Officer Report Submission  
**Date:** Friday, May 18, 2018 at 3:40:37 PM Eastern Daylight Time  
**From:** Kurt Mailman  
**To:** laustin@newea.org  
**Category:** AC18 Moderators, Committee Chairs

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Small Community

**Activities/Decisions Since Last Executive Meeting**

The Vice Chair is still in the initial stages of the process to plan a Specialty Conference sometime in October or November in Rhode Island.

**Meetings/Conference Calls Held**

Email correspondence between Vice Chair and Chair related to planning for the specialty conference.

**Action Plan Committee/Officer Assignments**

Conference call next week with specialty conference subcommittee

**Committee Member School Outreach Activities**

none

**Report Submitted by**

Kurt Mailman

**Submitter's Email**

[kmailman@fando.com](mailto:kmailman@fando.com)

**Date Submitted**

05/18/2018

**Subject:** Committee/Officer Report Submission

**Date:** Wednesday, May 30, 2018 at 3:13:36 PM Eastern Daylight Time

**From:** Gary Zrelak

**To:** laustin@newea.org

**Executive Committee Meeting Date**

June

**Name of Committee or Office**

Utility Management Committee

**Activities/Decisions Since Last Executive Meeting**

Art Simonian is Vice Chairman. Obtained two Utility Management Award applications. In the process of reviewing.

**Meetings/Conference Calls Held**

Held Conference call on May 16.

**Action Plan Committee/Officer Assignments**

Review of UM award applications

Continue developing topics and speakers for a webinar or conference.

**Committee Member School Outreach Activities**

I did a tour for the Gateway Community College Environmental Science class.

**General Comments**

Are there statistics on attendance at conferences or webinars?

**Report Submitted by**

Gary Zrelak

**Submitter's Email**

[gzrelak@gnhwpc.com](mailto:gzrelak@gnhwpc.com)

**Date Submitted**

05/30/2018





**New England Water Environment Association  
Executive Committee Meeting  
June 3, 2018**

**ACTION ITEM: APPROVE FY 2017 FINANCIAL AUDIT**

By vote of the Finance Committee, I submit the following FY 2017 Financial Audit, which was accepted by vote during the NEWEA Executive Committee Meeting on June 3, 2018.

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Respectfully submitted June 3, 2018 by the NEWEA Finance Committee

Priscilla Bloomfield, Treasurer  
Mary Barry  
Jim Barsanti  
Jennifer Lachmayr  
Elena Proakis Ellis  
Ray Vermette

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**ACTION ITEM**

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

Action:            \_\_\_\_\_Approved            \_\_\_\_\_ Approved as Amended            \_\_\_\_\_ Denied

# REVISED DRAFT

**New England Water Environment  
Association, Inc.**  
Financial Statements  
and  
Independent Auditor's Report  
Years ended September 30, 2017 and 2016



Sambo Okolo  
&  
Company, LLC  
*Certified Public Accountants*

# REVISED DRAFT

New England Water Environment Association, Inc.

Financial Statements  
Years ended September 30, 2017 and 2016

## Table of Contents

	<u>Page</u>
Independent auditor's report	3
Financial Statements	
Statements of financial position	5
Statements of activities	6
Statements of cash flows	7
Notes to financial statements	8
Schedule of programs and management & general revenues and expenses	15

# REVISED DRAFT

## *Independent Auditor's Report*

The Board of Directors  
**New England Water Environment Association, Inc.**  
**Woburn, Massachusetts**

We have audited the accompanying statements of financial position of **New England Water Environment Association, Inc.**, (a nonprofit organization) as of September 30, 2017 and 2016 and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

# REVISED DRAFT

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of **New England Water Environment Association, Inc.** as of September 30, 2017 and 2016 and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matter

Our audit was conducted for the purpose of forming an opinion of the financial statements as a whole. The schedule of Program and Management and General revenue and expenses on page 15 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Randolph, Massachusetts

May 30, 2018

# REVISED DRAFT

## New England Water Environment Association, Inc.

### Statements of Financial Position

September 30, 2017 and 2016

<i>Assets</i>		
<i>Current Assets</i>		
	2017	2016
Cash and cash equivalents	\$ 336,395	\$ 325,998
Temporary Cash Investments	12,312	27,161
Marketable securities	563,614	491,170
Accounts receivable	11,138	23,334
Prepaid expenses	12,826	16,825
Security deposit	5,700	5,700
Total current assets	<u>941,985</u>	<u>890,188</u>
<i>Fixed Assets</i>		
Property, plant and equipment	60,800	60,800
Less: Accumulated depreciation	<u>(59,953)</u>	<u>(57,568)</u>
Net fixed assets	<u>847</u>	<u>3,232</u>
Total assets	<u>\$ 942,832</u>	<u>\$ 893,420</u>
<i>Liabilities and Net Assets</i>		
<i>Current Liabilities</i>		
Accounts payable and accrued expenses	\$ 51,837	\$ 39,488
Deferred revenue	<u>155,820</u>	<u>225,040</u>
Total current liabilities	<u>207,657</u>	<u>264,528</u>
Total liabilities	<u>207,657</u>	<u>264,528</u>
<i>Net Assets</i>		
Unrestricted	735,175	335,501
Temporarily Restricted Scholarship	-	190,604
Permanently Restricted Net Assets	<u>-</u>	<u>102,787</u>
Total net assets	<u>735,175</u>	<u>628,892</u>
Total liabilities and net assets	<u>\$ 942,832</u>	<u>\$ 893,420</u>

See accompanying notes to financial statements.

# REVISED DRAFT

## New England Water Environment Association, Inc.

### Statements of Activities

For the Years Ended September 30, 2017 and 2016

<i>Changes in unrestricted net assets:</i>	2017	2016
Revenues and gains:		
Registration Fees	\$ 451,858	\$ 570,419
Exhibitor Fees	266,000	245,415
Membership Dues	51,030	42,174
Pass Through Dues	63,068	55,839
Advertising and Subscriptions	118,138	84,441
Sponsorships	73,782	72,059
Certification Fees	17,900	9,765
Investment income	61,134	-
Other income	30,841	16,788
Total unrestricted revenues and gains	<u>1,133,751</u>	<u>1,096,900</u>
Total unrestricted revenues, gains and other support	<u>1,133,751</u>	<u>1,096,900</u>
<i>Expenses</i>		
Program services	739,129	857,800
Management and general	252,997	264,722
Pass Through Dues	35,343	30,023
Total expenses	<u>1,027,469</u>	<u>1,152,545</u>
(Decrease) Increase in unrestricted net assets	<u>106,283</u>	<u>(55,645)</u>
<i>Changes in temporarily restricted net assets:</i>		
Endowment income	-	29,082
Scholarship expense	-	9,000
Increase (decrease) in temporarily restricted net assets	<u>-</u>	<u>20,082</u>
(Decrease) Increase in net assets	<u>106,283</u>	<u>(35,563)</u>
<i>Net assets, beginning of year</i>	<u>628,892</u>	<u>664,455</u>
<i>Net assets, end of year</i>	<u>\$ 735,175</u>	<u>\$ 628,892</u>

See accompanying notes to financial statements.

# REVISED DRAFT

## New England Water Environment Association, Inc.

### Statements of Cash Flows

For the Years Ended September 30, 2017 and 2016

	2017	2016
<i>Cash flows from operating activities:</i>		
Change in net assets	\$ 106,283	\$ (35,563)
Adjustment to reconcile change in net assets to net cash used in operating activities:		
Depreciation	2,385	2,947
(Increase) decrease in accounts receivable	12,196	(15,304)
(Increase) decrease in prepaid expenses	3,999	(1,010)
(Increase) decrease in temporary cash investments	14,849	13,267
(Increase) decrease in marketable securities	(72,444)	(252,020)
Increase (decrease) in deferred revenue	(69,220)	84,710
Increase (decrease) in accounts payable	12,349	8,840
Net cash used in operating activities	<u>10,397</u>	<u>(194,133)</u>
Net increase (decrease) in cash and cash equivalents	10,397	(194,133)
Cash and cash equivalents at beginning of year	<u>325,998</u>	<u>520,131</u>
Cash and cash equivalents at end of year	<u>\$ 336,395</u>	<u>\$ 325,998</u>
Supplemental disclosures:		
Interest paid	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to financial statements.



# REVISED DRAFT

New England Water Environment Association, Inc.  
Notes to Financial Statements  
September 30, 2017 and 2016

## 1. *Type of Organization*

New England Water Environment Association, Inc. (NEWEA) was incorporated in October 1929 under the laws of the Commonwealth of Massachusetts as a nonprofit, trade organization. Its goals are: to provide a forum for the advancement of knowledge of the design, construction, operation and management of waste treatment works and water pollution control activities; and to provide an opportunity for the encouragement of friendly exchange of information experience. Activities and programs organized and promoted by New England Water Environment Association include seminars, annual conferences, meeting forums and journal publication.

### *Summary of Significant Accounting Policies*

*Basis of Presentation* – Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards.

*Financial Statements of Not-for-Profit Organizations.* Under these standards, New England Water Environment Association, Inc. (NEWEA) is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, NEWEA is required to account for contributions received and contributions made as follows: Contributions received or pledged are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions.

*Revenue and Expenses* - Contributions received or receivable are recorded as unrestricted, temporarily restricted or permanently restricted support, depending on the existence and/or nature of any donor restrictions.

Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions. Donations of property and equipment are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose.

*Fixed Assets and Depreciation* - Fixed assets are stated at cost when purchased or at fair value at date of receipt when received as a donation. Donations of fixed assets are recorded as support at their estimated fair value. Such donations are reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with

# REVISED DRAFT

## New England Water Environment Association, Inc.

Notes to Financial Statements - *Continued*

September 30, 2017 and 2016

### 1. *Type of Organization - Continued*

#### *Fixed Assets and Depreciation - Continued*

explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long those donated assets must be maintained, NEWEA reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor.

Depreciation is calculated by straight line method over the estimated useful life of the asset ranging from five to seven years for both income tax and financial reporting purposes. Maintenance and repairs are charged to operations when incurred. Significant betterments and renewals are capitalized. It is New England Water Environment Association policy to capitalize all furniture and equipment purchases, property betterments and property renewals valued over \$500.

*Cash and Cash Equivalents* - For the purposes of financial statement presentation, New England Water Environment Association considers all highly liquid investments with maturity of three months or less to be cash equivalents.

*Functional Expenses* - Expenses by function have been allocated among program and supporting services based on direct charge, analysis of personnel time and space utilized for the related activities.

*Income Taxes* - New England Water Environment Association is exempt from income taxes under Section 501(c)(3) of the United States Internal Revenue Code; the Organization has been determined to be an organization which is not a private foundation.

*Concentration of Credit* - Financial instruments which potentially subject New England Water Environment Association to concentration of credit risk consist principally of marketable securities. As of September 30, 2017 and 2016, New England Water Environment Association had marketable securities of \$518,331 and \$239,150 respectively.

*Estimates and Assumptions* - The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

*Bad Debts* - Bad debts is recorded using the allowance method for accounts deemed doubtful or uncollectible. For the years ended September 2017 and 2016, there were no accounts receivable deemed uncollectible.

# REVISED DRAFT

New England Water Environment Association, Inc.  
Notes to Financial Statements - *Continued*  
September 30, 2017 and 2016

## 2. *Property, Plant and Equipment*

As of September 30, 2017 and 2016, property, plant and equipment consist of the following:

	<u>2017</u>	<u>2016</u>
Equipment	\$ 43,694	\$ 43,694
Furniture and fixtures	<u>17,106</u>	<u>17,106</u>
	60,800	60,800
Less: Accumulated depreciation	<u>(59,953)</u>	<u>(57,568)</u>
Net property and equipment	<u>\$ 847</u>	<u>\$ 3,232</u>

Depreciation expense for the years ended September 30, 2017 and 2016 were \$2,385 and \$2,947 respectively.

## 3. *Investments*

The following schedules summarize investments for the years ended September 30, 2017 and 2016.

	<u>2017</u>	<u>2016</u>
<u>Temporary Cash Investments</u>		
Merrill Lynch cash	\$ 12,312	\$ 27,161
<u>Marketable Securities</u>		
Merrill Lynch Mutual Funds	<u>563,614</u>	<u>491,170</u>
Total	<u>\$ 575,926</u>	<u>\$ 518,331</u>

## 4. *Fair Value Measurements*

NEWEA measures the fair value of its financial instruments in accordance with accounting standards relative to fair value measurements, which requires an entity to maximize the use of observable inputs and minimize the use of unobservable inputs to determine the fair value of financial instruments. Also in accordance with these standards, NEWEA categorizes its financial instruments, based on the priority of inputs to the valuation technique, into a three-level hierarchy, as discussed below.

# REVISED DRAFT

New England Water Environment Association, Inc.  
Notes to Financial Statements - *Continued*  
September 30, 2017 and 2016

#### 4. *Fair Value Measurements - Continued*

Instruments measured and reported at fair value are classified and disclosed in one of the following categories:

Level I - are quoted prices in active markets for identical investments that the company has the ability to access at the measurement or reporting date. The type of investments generally included in this category includes listed equities and mutual funds.

Level II - are inputs (other than quoted prices in active markets included within Level I), which are either directly or indirectly observable as of the reporting date, and fair value is determined through the use of models or other valuation methodologies. Investments which are generally included in this category include corporate bonds, less liquid and restricted equity securities, and certain over-the-counter derivatives.

Level III - are unobservable inputs for the investment and includes situations where there is little, if any, market activity for the investment. Unobserved inputs are those that reflect the Company's own assumptions about the determination of fair value and require significant management judgment or estimation. Investments which are generally included in this category may include private equity funds, hedge funds, partnerships and limited liability companies.

In certain cases, the inputs used to measure fair value may fall into different levels of the fair value hierarchy. In such cases, an instrument's level within the fair value hierarchy is based on the lowest level of input that is significant to the fair value measurement. The Company's assessment of the significance of a particular input to the fair value measurement in its entirety requires judgment and considers factors specific to the investment. NEWEA has marketable securities classified as Level I, which has a fair value of \$563,614 and \$491,170 as of September 30, 2017 and 2016, respectively.

# REVISED DRAFT

New England Water Environment Association, Inc.  
Notes to Financial Statements - *Continued*  
September 30, 2017 and 2016

4. *Fair Value Measurements - Continued*

The following table presents New England Water Environment Association's fair value hierarchy for the financial assets measured at fair value on a recurring basis:

	<u>Fair Value Measurements at Reporting Date Using</u>	
		Quoted Prices In Active Markets For Identical Assets
	<u>Fair Value</u>	<u>(Level 1)</u>
<u>2017</u>		
Merrill Lynch Cash Reserve	\$ 12,312	\$ 12,312
Merrill Lynch Mutual Funds	563,614	563,614
<u>2016</u>		
Merrill Lynch Cash Reserve	\$ 27,161	\$ 27,161
Merrill Lynch Mutual Funds	491,170	491,170

5. *Lease Agreement*

New England Water Environment Association, Inc. entered into a commercial lease extension with Cummings Property Management, Inc. for the office space located at 10 Tower Office Park, Suite 601, Woburn, Massachusetts. This fourth lease extension with annual rent of \$35,196 was executed on January 10, 2018 for an additional three (3) years ending July 30, 2021. Rent expense on leased premises for the years ended September 30, 2017 and 2016 were \$33,969 and \$36,783 respectively.

Minimum future rental payments under operating leases having terms in excess of one year as of September 30, 2017 for each of the next four years and in the aggregate are:

September 30,	2018	\$ 35,196
	2019	35,196
	2020	35,196
	2021	29,330
Total payments		<u>\$ 134,918</u>



# REVISED DRAFT

New England Water Environment Association, Inc.  
Notes to Financial Statements - *Continued*  
September 30, 2017 and 2016

## 6. *Deferred Revenues*

Deferred revenue represents fees paid by corporations and individuals to rent exhibition space at New England Water Environment Association's annual conference. The registration applications are mailed in the current period for the following year's conference. Deferred revenue for the years ended September 30, 2017 and 2016 were \$155,820 and \$225,040 respectively.

## 7. *Net Assets*

Permanently restricted net assets of \$0 and \$102,787 as of September 30, 2017 and 2016 respectively, consist of the initial investment in securities. Temporarily restricted net assets of \$0 and \$190,604 as of September 30, 2017 and 2016 respectively, consist of accumulated net investment income which may be used to provide scholarships. Management has decided to report all net assets as unrestricted effective September 30, 2017 to better align with the organizations' activities. NEWEA awarded scholarships of \$3,000 and \$9,000 for the years ended September 30, 2017 and 2016 respectively.

## 8. *Pension Plan*

The organization has a defined contribution retirement plan under section 403 (b) of the Internal Revenue Code. The company provides for 5.3% of the employee's salary. For the years ended September 30, 2017 and 2016, the amounts of pension expense were \$10,683 and \$10,868 respectively.

## 9. *Cash Deposits*

New England Water Environment Association maintains an operating checking account at Citizen's Bank. Accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. As of September 30, 2017 and 2016, the confirmed balances at Citizen's Bank were \$86,395 and \$75,998 respectively in excess of FDIC coverage limit. Management believes that the organizations financial resources are deposited in a solid banking institution and its exposure to credit risk in regard to uninsured cash balances is minimal.

## 10. *Uncertain Tax Positions*

NEWEA accounts for the effect of any uncertain tax positions based on a "more likely than not" threshold to the recognition of the tax positions being sustained based on the technical merits of the position under scrutiny by the applicable tax authority. If a tax position or positions are deemed to result in uncertainties of those positions, the

# REVISED DRAFT

New England Water Environment Association, Inc.  
Notes to Financial Statements - *Continued*  
September 30, 2017 and 2016

## **10. *Uncertain Tax Positions - Continued***

unrecognized tax benefit is estimated based on a “cumulative probability assessment” that aggregates the estimated tax liability for all uncertain tax positions. NEWEA has identified its tax status as a tax exempt entity regarding its tax position; however, it has determined that such a tax position does not result in an uncertainty requiring recognition. NEWEA is not currently under examination by any taxing jurisdiction. Its Federal and State tax returns are generally open for examination for three years following the date filed.

## **11. *Subsequent Events***

New England Water Environment Association, Inc. has evaluated the financial statement impact of subsequent events occurring through May 30, 2018, the date that the financial statements were authorized to be issued.

# REVISED DRAFT

**Schedules of Programs and Management and General  
Revenues and Expenses  
For the Years ended September 30, 2017 and 2016**



# REVISED DRAFT

New England Water Environment Association, Inc.  
 Schedule of Programs and Management and General Revenues and Expenses  
 For the Years Ended September 30, 2017 and 2016

	P R O G R A M S				SUPPORTING SERVICES		Total 2017	Total 2016
	Meetings	Publications	Certification	Total Programs	Pass Through	Management & General		
<b>Revenues:</b>								
Registration Fees								
Unrestricted	\$ 451,858	\$ -	\$ -	\$ 451,858	\$ -	\$ -	\$ 451,858	\$ 570,419
<b>Total Registration Fees</b>	<b>451,858</b>	<b>-</b>	<b>-</b>	<b>451,858</b>	<b>-</b>	<b>-</b>	<b>451,858</b>	<b>\$ 570,419</b>
Exhibitor Fees:								
Unrestricted	266,000	-	-	266,000	-	-	266,000	245,415
<b>Total Exhibitor Fees</b>	<b>266,000</b>	<b>-</b>	<b>-</b>	<b>266,000</b>	<b>-</b>	<b>-</b>	<b>266,000</b>	<b>245,415</b>
Membership Dues								
Interest and Dividends:								
Unrestricted	-	-	-	-	63,068	51,030	114,098	98,013
Permanently restricted	-	-	-	-	-	61,134	61,134	29,082
<b>Total Int. and Dividends</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>61,134</b>	<b>61,134</b>	<b>29,082</b>
Advertising and Subscription								
Sponsorships	73,782	118,138	-	118,138	-	-	118,138	84,441
Certification Fees	-	-	17,900	17,900	-	-	17,900	9,765
Other income	30,841	-	-	30,841	-	-	30,841	16,788
<b>Total revenues</b>	<b>\$ 822,481</b>	<b>\$ 118,138</b>	<b>\$ 17,900</b>	<b>\$ 958,519</b>	<b>\$ 63,068</b>	<b>\$ 112,164</b>	<b>\$ 1,133,751</b>	<b>\$ 1,125,982</b>
<b>Expenses:</b>								
Salaries and wages	-	-	-	-	-	219,482	219,482	220,203
Employee benefits	-	-	-	-	-	25,955	25,955	25,751
Payroll taxes	-	-	-	-	-	16,030	16,030	15,876
Annual conference	261,707	-	-	261,707	-	-	261,707	260,854
Spring meeting	64,695	-	-	64,695	-	-	64,695	145,728
Operations challenge	16,400	-	-	16,400	-	-	16,400	16,146
Seminars	30,003	-	-	30,003	-	-	30,003	62,340
Community appreciation event	7,648	-	-	7,648	-	-	7,648	9,153
Journal printing	-	91,844	-	91,844	-	-	91,844	70,582
Planning Sessions expense	143	-	-	143	-	-	143	6,483
Committees	32,782	-	-	32,782	-	-	32,782	32,205
Professional development	-	-	-	-	-	260	260	49
WEF Dues expense	-	-	-	-	35,343	-	35,343	30,023
SJWP expense	1,733	-	-	1,733	-	-	1,733	3,179
WEFTEC reception	6,258	-	-	6,258	-	-	6,258	14,134
Congressional/State briefing brkfst	11,440	-	-	11,440	-	-	11,440	9,838
Executive committee	3,165	-	-	3,165	-	-	3,165	7,408
WFP Contributions	4,141	-	-	4,141	-	-	4,141	279
Water Champions Campaign	-	-	-	-	-	12,213	12,213	44,274
Office expense	-	-	-	-	-	30,094	30,094	40,274
Office equipment	-	-	-	-	-	5,482	5,482	3,911
Consultants	-	-	-	-	-	19,295	19,295	13,816
Audit fees	-	-	-	-	-	8,446	8,446	7,615
Accounting fees	-	-	-	-	-	4,305	4,305	6,949
Professional service	-	-	-	-	-	3,508	3,508	2,390
Telephone	-	-	-	-	-	8,382	8,382	8,865
Postage	-	-	-	-	-	3,561	3,561	3,156
Rent	-	-	-	-	-	33,969	33,969	36,783
Bank charges	-	-	-	-	-	25,009	25,009	24,921
Depreciation	-	-	-	-	-	2,385	2,385	2,947
Dues and subscriptions	-	-	-	-	-	3,010	3,010	3,223
Travel	-	-	-	-	-	18,199	18,199	12,615
Scholarships	-	-	-	-	-	3,000	3,000	9,000
Other expenses	173	-	-	173	-	17,409	17,582	10,576
<b>Total expenses before allocation</b>	<b>440,288</b>	<b>91,844</b>	<b>-</b>	<b>532,132</b>	<b>35,343</b>	<b>459,994</b>	<b>1,027,469</b>	<b>1,161,546</b>
Allocation of General & Administration	206,997	-	-	206,997	-	(206,997)	-	-
<b>Total expenses</b>	<b>647,285</b>	<b>91,844</b>	<b>-</b>	<b>739,129</b>	<b>35,343</b>	<b>252,997</b>	<b>1,027,469</b>	<b>1,161,545</b>
Changes in net assets	175,196	26,294	17,900	219,390	27,725	(140,833)	106,282	(35,563)



## NEWEA/NEWIN PARTNERSHIP DISCUSSION ITEM

NEWEA ECM JUNE 3<sup>RD</sup> 2018

### WHO IS NEWIN

The North East Water Innovation Network (NEWIN) is a non-profit association supporting the needs of innovators in the region's water sector.

NEWIN's role is to focus on water sector problems in a way that addresses critical water issues in the region and provides new business opportunities locally and globally.

NEWIN was conceived in 2011, and it started operating formally as a 501(c)(6) industry association in 2013.

The organization has grown and cultivated an engaged business network interested in water innovation with focused activity on specific topics that have relevance to its regional strengths and local environmental needs.


### WHO IS NEWIN

An analysis of the 298 companies within the NEWIN network reveals that 80 percent of the regional innovation activity encompasses four areas:

- Energy and Resources: efficiency, recycling, and resource recovery
- Water I.T. Internet of things (IOT), sensors, and data analytics
- Infrastructure: asset management and resilience
- Water Quality: coastal and freshwater remediation and treatment.

Over the past few years, NEWIN has been successfully coordinating networking, knowledge sharing, policy, and advocacy work for members across these themes.

More information about NEWIN is available in the July 2017 WEF publication Water World magazine.



NEWEA's mission is to promote education and **collaboration** while advancing knowledge, **innovation**, and sound public policy for the protection of the water environment and our quality of life.

### UNITY STATEMENT

Integrating (developing synergies between) the New England Water Innovation Network (NEWIN) and the New England Water Environment Association (NEWEA) will advance both organization's missions and further establish New England as a leader of water policy, research, public education, and innovation for the protection of water environment and our quality of life.

The goal is to create opportunities and leverage NEWIN's innovators and relationships across NEWEA's water quality professions and their relationships and infrastructure resources.

We are looking to accelerate water innovation and increase collaboration between the organizations to provide the members of both associations greater opportunity for leadership and involvement. Opportunities for short term and long term collaboration between NEWIN and NEWEA are being explored.

An integration team, consisting of leaders of both organizations has been formed to develop plans to address financial and legal organizational aspects for short and long term collaboration and potential implementation.

### SHORT TERM PLAN

Explore the idea of having NEWEA provide association management support to NEWIN.

Consider bringing this back to the ECM as an action item in September

### LONG TERM PLAN

Further explore the possibility of NEWIN integrating into NEWEA

Develop a chart of actions and goals for the summer of 2018

Schedule a group retreat to further develop the long term plan and logistics

Present the finding at the September ECM as a discussion item



NEW ENGLAND WATER ENVIRONMENT ASSOCIATION  
**NEWWEA**  
WORKING FOR WATER QUALITY

## Communications Coordinator Position


Mary Barry, Executive Director



Updated: June 2018

## Communications Position – The What, How, Why, Where, Who, and When

- What
- How
- Why
- Where
- Who
- When






## What – Fulfil the Mission



NEWWEA's mission is to promote education and collaboration while advancing knowledge, innovation, and sound public policy for the protection of the water environment and our quality of life.



When pollution comes out, we can all go in!




Water for all. Water for life.

## How? Increase Association, Profession and Industry Awareness and Recognition



By promoting awareness and understanding of NEWWEA as a professional organization and elevate the Value of Water and the recognition of Water Quality Professionals and the Industry in New England



Water champion stories are everywhere. Tell us yours today. Complete the online story submission form now!

WATER FOR LIFE AD CAMPAIGN

### Call for Stories



## How do we do that? By....

- Increase awareness of the importance of water industry professionals and support workforce development (President Barsanti – Who’s With Us?)
- Increase awareness of the importance of Value of Water through developing, promoting and responding to media (President Formica – It’s Prime Time)






## How do we do that? By....

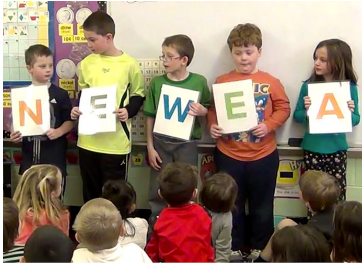


- Increase participation of Non-Traditional and Private Industry Members, Sponsors, Partners and Donors (President Burke-Wells – Let’s Go All In!)
- Establishing relationships with and advise Legislative officials by providing accurate data driven facts and information that support funding of water infrastructure











## How do we do that? By....

- Supporting Long Term Strategic Plan – Item #1 – “Increase Public Awareness/Education in the following areas: Media, Lobby, Water-Based Industry Collaboration – Launched 2016


## Why A Dedicated Communications Coordinator?



- 2014 – Reviewed Communications Matrix
- 2015 – ID Need for Communications Support (It’s Prime Time)
- 2016 – Communications Council Director, ED and SMT Discussed Need
- 2017 – Management Review, ED and Communications Director Explored Options: Consultant, full time and part time positions, job descriptions, what other Nonprofits are doing.. (Where Working for Water Quality – Who’s With us?)
- 2018 – Refined position and identified as Item for Discussion April ExCom (Let’s Go All In)

## Where have we been? 3 Staff for 23 Years

- Executive Director
- 1986 – 1993 Al Peloquin, Executive Director
- 1991 – 1993 Elizabeth Cutone, Admin/Programs
- 1993 – 2014 Elizabeth Cutone, Executive Director
- 2014 – Mary Barry, Executive Director
- Programs Coordinator
- **1995 - Program Coordinator Position Created** - Increase from 2 Staff to 3 Staff – ED (E. Cutone), Office Admin (established in 1993) and new Program Coordinator Position
- 1996 – 1999 Therese Bonnet, program coordinator – took over Elizabeth Cutone’s Programs Coordination responsibilities.
- 5/1999 - Janice Moran, Program Coordinator, replacement for Therese Bonnet.
- Administrative
- 1994 – 1997 Sue Hardman, Office Administrator, replacement for Elizabeth
- 1997 - 2000 Barbara Groom, Office Administrator, replacement for Sue Hardman
- 4/2000 - 2019 Linda Austin, Office Administrator, replacement for Barbra Groom





## Where have we been? 3 Staff for 23 Years

Comparison of General Admin Expenses from 1995 to 2018

	Operating Budget	General Admin	Percent of Budget	Percentage Delta	Committees Membership and TF	Councilors
1995	\$335,308.00	\$129,151.00	38.52%		2500	33
2017	\$1,027,469.00	\$459,994.00	44.77%	6.25%	2300	44
Est. 2018	\$1,100,000.00	\$521,197.54	47.38%	2.61%	2300	45






## Who does What? – Exec Office Restructuring

### Reallocation of communications responsibilities from Programs Coordinator (PC) to Communications Coordinator (CC)

- Janice Moran, PC focused on Specialty Conferences, Association Management System, Website, WEF Membership Coordination and TCH Coordination. Allowing PC to also advance long list of outstanding initiatives:

Electronic TCH registration - Electronic (scan technology) Event attendance management - Committee Page Module to manage notes, schedule meetings, reports, provide electronic historical location for committee activities - Electronic New Committee Member Module - Electronic Committee participation management module - Electronic website Sponsorship, Advertising, Partnership and Donation Module – Electronic ExCom Posting







## Who does What? – Exec Office Restructuring

### CC Position Responsibilities

from Janice Moran, PC....

- Developing copy for Website, Membership Communications (What’s New at NEWEA, Water Link Newsletter, Conference and Abstract Announcements, engagement communications, etc.)
- Ghost writing and editing for Journal, Newsletter, and Non NEWEA Publications where we want to be seen.









## Who does What? – Exec Office Restructuring

**Media** - Develop and distribute communions to members, potential members/partners and media outlets about our events that will promote our initiatives i.e.:

YP Activities, Innovation, Workforce Development, Government Affairs Advocacy, State Legislative Events and DC Fly In, Water's Worth it, Water Champions, Water Quality Month, etc.

...And encourage and drive support either through financial or person power/volunteerism

## Who does What? – Exec Office Restructuring

**CC Position Responsibilities**




Legislative

Work with the GAC to develop/distribute response to important state and federal legislation to members

Work with GAC to write letters in support or opposition to proposed legislation

Write and distribute real-time opinion responses to infrastructure issues in NE (President Formica initiative)

Develop talking points for legislative officials in support of water infrastructure rehabilitation – Carolyn Dykema

## Who does What? – Exec Office Restructuring

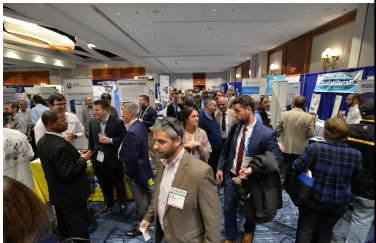

**CC Position Responsibilities**

Increase Participation of Traditional and Non-Traditional - Members, Sponsors, Partners and Donors such as:

Water and recreation retail organizations – LL Bean, West Marine, Nautica, Sperry, etc.




NE Local Organizations - GE, The Brewers Association, Eversource, Alex and Anni, etc.

Water Focused Foundations

## When – Now is the time

- Advertise June
- Hire by September
- Fund 1<sup>st</sup> year Salary from:
  - Savings (\$5.37 interest since 2011)
  - New and Increasing Association Management Contract Fees ~ \$25K
  - New - MWPCA 6/2018, NEWIN 9/18, NHPWCA 1/19
  - Current - CAWPCA and YOWA
- Train CC Q3&4 2018, Q1 2019
- Hire Replacement Admin Manager Q2 2019

## Public and Legislative Education and Advocacy = The Value of Water



**Water Environment Federation**  
the water-quality people®

**NEWEA**  
WORKING FOR WATER QUALITY