



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING**

Minutes

**Wednesday, April 10, 2019
McConnell Center, Dover, NH**

- I. Call to Order, Establishment of Quorum – Introductions and Welcome** – Ray Vermette, President. The meeting was called to order at 9:35 AM. Introductions were made around the table. The following Board members were in attendance: Mary Barry, Kate Biedron, Mike Bonomo, Janine Burke-Wells, Howard Carter, Tracy Chouinard, Steve Clifton, John Digiacomio, Scott Firmin, Matt Formica, Phil Forzley, Peter Frick, Peter Garvey, Scott Goodinson, Peter Goodwin, Renie Jesanis, Jennifer Kelly Lachmayr, Jeff McBurnie, Fred McNeill, Colin O'Brien, Walter Palm, James Plummer, Mac Richardson, Chris Robinson, Natalie Sierra, Meg Tabacsko, Ray Vermette, Sarah White, David Wright. Also in attendance: Parliamentarian Charles Tyler and Secretary Linda Austin.
- II. Approval of the Agenda** – Ray Vermette, President. A motion was made by Mr. Richardson and seconded by Mr. McBurnie to approve the agenda. **MOTION CARRIED**
- III. Approval of the Minutes and Announcements of Notices** – Ray Vermette, President. A motion was made by Mr. McBurnie and seconded by Ms. Biedron to approve the Minutes of the January 27, 2019 Executive Committee Meeting. **MOTION CARRIED**
- IV. Key Officers Report**
- A. President – Ray Vermette. Present. Report submitted. Mr. Vermette reported that he attended the recent DC Fly-in and found it to be a very rewarding experience. He went on to thank Messrs. Fischer and Firmin as well as the NEWEA staff for their efforts on this event.
 - B. President-Elect – Jennifer Kelly Lachmayr. Present. No report submitted. Ms. Lachmayr deferred to Item VI.D.
 - C. Vice President – Virgil Lloyd. Not present. Report submitted.
 - D. Past President – Janine Burke-Wells. Present. Report submitted.
 - E. WEF Delegates – Fred McNeill/Matt Formica/Susan Guswa/Jim Barsanti. Messrs. McNeill and Formica present. Report submitted. Mr. McNeill reported that NEWEA would be represented at two of the 2019 WEFMAX meetings. He recently attended the WEFMAX in Scottsdale, AZ and made a presentation on membership retainage and growth. The delegation going to Alabama will also be presenting on membership. Ms. Barry reported on her recent meeting with WEF staff in March. It was emphasized that the WEF Delegates are the MA's voice to WEF and comments and concerns should be relayed by the WEF delegates to the WEF staff. Mr. McNeill added that an item could be added to future agendas to address any WEF-related issues. It was decided to add this line item in the future to Items for Discussion. Mr. Formica reported that he is a member of the MA Resources workgroup, which has been tasked with collecting the best programs from MAs, e.g., financial, staffing, training, awards and then make that information available to all MAs.
 - F. Treasurer – Mac Richardson. Present. No report submitted. Mr. Richardson reported that he has been working with WorldPay regarding NEWEA's credit card processing fees. Approximately \$25,000 is spent yearly on credit card processing fees. The intention is to get the same arrangement as WEF gets with WorldPay, which would reduce the credit card fees. Ms. Barry explained that by having individuals register online and pay with credit card incurs a lesser fee than by having NEWEA staff input registrations. The goal is to have individuals process their own registrations. Mr. Richardson has reviewed 6 months of bank statements and notes that Citizens Bank charges monthly fees. He has a call into Citizens regarding these fees with the goal of having them removed or reduced. He reported that NEWEA changed their investment policy 4-5 years ago from extremely conservative to a managed account with Merrill Lynch, which has resulted in higher total gains. There is presently \$613,635.00 in investments. Mr. Richardson also reported that Committee budget requests will be emailed soon and asks Council Directors to encourage Chairs to meet the deadline. Ms. Barry explains the budget process and indicates that the goal is to get Council Directors more involved and have them participate in process.
 - G. State Directors -
 - Connecticut – Bill Norton. No present. Report submitted.
 - Maine – Jeff McBurnie. Present. Report submitted. Mr. McBurnie reported that 5 members attended the DC Fly-in and met with all Senators and staff. Sustainable funding; PFAS; and Water Warrior jobs were among the subjects discussed. Mr. McBurnie and Shelagh Connelly spoke at length regarding the PFAS crisis in Maine. They have a tour scheduled for this Friday with state legislators on the PFAS issue.
 - Massachusetts – Justin deMello. Not present. Report submitted. Mr. Tyler reported that Massachusetts will have an Ops Challenge team this year at the Spring Meeting.

- New Hampshire – Steve Clifton. Present. Report submitted. Mr. Clifton reported that nominations for the Peloquin and Operator awards for 2019 have been submitted to NEWEA and that New Hampshire will have an Ops Challenge team this year at the Spring Meeting.
 - Rhode Island – Scott Goodinson. Present. Report submitted. Mr. Goodinson reported that 5 plants had open houses on March 29-30 and they were a great success, with 120 students at the Warwick facility.
 - Vermont – Chris Robinson. Present. No report submitted. Mr. Robinson reported on the following: the Spring Meeting will be held on May 23 in Killington; water quality day will be on May 30, with 10 facilities giving tours; there are issues securing a venue for the fall trade show since the hotel normally used is under new management; and the VT STEM fair was held in March. He also reported that the GMWEA would like to have NEWEA schedule a meeting in VT.
- H. Executive Director – Mary Barry. Ms. Barry provided the following updates on NEWEA office: Janice is working on a location for the 2020 Spring Meeting; the 2022 Spring Meeting will be with NYWEA in NY; the NEBRA/Residuals Conference will be held in Springfield, MA; and ongoing issues with the AMS. Jordan is working on the recent Planning Session follow-up; revitalizing the Water for Life Campaign; videos; and establishing a communication calendar. Ms. Barry also reported that interviewing has begun for the Admin position.

V. Council Directors and Committee Reports

- A. Ad Hoc Committee Council – Jennifer Kelly Lachmayr, President Elect for Virgil Lloyd, Vice President. Ms. Lachmayr reported that Mr. Lloyd is planning an ASA call at the end of the month. She relayed that he would like to thank everyone for their efforts on the recent DC Fly-in. It was decided to add the Work Force Development Task Force to future agendas.
- ASA/State Director – Virgil Lloyd
- Innovation TF – Howard Carter. Present. No report. Mr. Carter deferred to Item VI.A.
- University/College Partnership TF – James Plummer. Present. Report submitted. Mr. Plummer reported that he would like to reach out to other MAs to see what they are doing regarding students. Ms. Barry reported that NEWEA has set up a mutual agreement with NEWWA on university outreach. Mr. Formica added that WEF maintains a list of all MA's student coordinators.
- Veterans Workforce Development – Peter Goodwin. Present. Report submitted. Mr. Goodwin reported that the committee at a meeting at the recent Annual Conference along with a follow-up phone call.
- Voluntary Certification TF – Tom Groves. Not present. Report submitted.
- B. Collection Systems and Water Resources Council – John Digiacomio, Director. Present. Report submitted.
- Collection Systems – Peter Garvey. Present. Report submitted. Mr. Garvey discussed highlights from his report including the WEF Collections Conference coming to New England in 2022 and that the fall edition of the Journal will focus on Collection Systems.
- CS Certification – Greg Kidd. Not present. No report submitted.
- CSO/Wet Weather Issues – Steve Perdios. Not present. Report submitted. Mr. Digiacomio reported that the committee is planning a webinar. Ms. Barry asked that the committee work with the NEWEA staff on the process.
- Industrial Wastewater – Sarah White. Present. Report submitted. Ms. White reported that the committee would like to plan a joint seminar with Lab Practices.
- Stormwater – Angela Blanchette. Not present. No report submitted.
- Sustainability – Courtney Eaton. Not present. Report submitted. Mr. Digiacomio reported that the committee is working to develop a list of corporate and municipal sustainability directors.
- Water Reuse – Rob Scott. Not present. No report submitted. Mr. Digiacomio reported that he has had discussions with the chair and he is hoping to put more activity into the committee.
- Watershed Management – Jennifer Johnson. Not present. No report submitted. Mr. Digiacomio reported that the committee is hoping to have joint specialty conference next year on resiliency with the Stormwater and Sustainability Committees.
- C. Communications Council – Meg Tabacsko, Director. Present. Report submitted.
- Journal – Allie Bowen. Not present. Report submitted. Ms. Tabacsko reported that the transition from Mr. Boccadoro to Ms. Bowen has been seamless. Articles for the summer edition have been finalized and they are currently working with the Collection Systems Committee for articles for the fall edition. Mr. Tyler mentioned the deadline for the fall issue is May 1.
- Public Awareness – Denise Descheneau. Not present. Report submitted. Ms. Tabacsko reported that the committee is currently working on the initiatives developed during the recent Planning Session.
- Website – Rob Musci. Not present. No report submitted. Ms. Tabacsko reported that the committee is looking for a new Chair.

- D. Management Review Council – Janine Burke-Wells, Past President. Present. Report submitted.
Assessment and Development – Marylee Santoro. Not present. Report submitted. Mr. Bonomo reported for Ms. Santoro and reviewed the A&D Committee charge and indicating that surveys will be going out soon to Committee Chairs and Council Directors. One-third of the committees are reviewed each year. He also reported that the committee is looking into the possible merger of the two certification committees, which is being spearheaded by Walter Palm.
Awards – Jay Sheehan. Not present. Report submitted. Ms. Burke-Wells reminded the attendees that award nominations are due May 24.
Bylaws – Mike Bonomo. Present. Report submitted.
Comm. Member Appreciation – Denise Descheneau. Not present. Report submitted. Ms. Burke-Wells reported that the Committee Member Appreciation Event will be held at Kimball Farms, Westford, MA on July 18. The Watershed Committee is moving forward on the Brewing Competition, which will be held at this event.
Nominating – Ray Willis. Not present. No report submitted.
Sponsor – Dennis Vigliotte. Not present. No report submitted. Ms. Biedron reported that the Spring Golf Tournament will be held at the Breakfast Hill Golf Course, Greenland, NH on June 3; there will be a 12:15 shotgun start; and proceeds will benefit Operations Challenge. Ms. Barry reported that the committee will be reviewing the sponsorship program, including charging stations tested at the Annual Conference as well as different sponsorship opportunities after the Spring Meeting.
- E. Meeting Management Council – Kate Biedron, Director. Present. No report submitted.
Conference Arrangements – Ron Tiberi. Not present. No report submitted. Ms. Biedron reported that there are still some rooms available for Monday and Tuesday night at the Spring Meeting.
Exhibits – Clair Meehan. Not present. No report submitted. Ms. Biedron reported that NEWEA staff are handling exhibitors for the Spring Meeting.
Program – Amy Anderson. Not present. No report submitted. Ms. Biedron reported that there will be 9 sessions at the Spring Meeting. Ms. Barry reported on the highlights of the program including: the Innovation session; the Stormy Awards session; Senator Jeanne Shaheen will be the keynote speaker thanks to the efforts of Mr. Vermette; the Guest Program will be a walking tour of Portsmouth; and the Facility Tour of the Peirce Island WWTF. The Program and Registration should be available next week.
Registration – Meg Tabacsko. Present. Report submitted.
- F. Outreach Council – Justin Skelly, Director. Not present. No report submitted.
Government Affairs – Bob Fischer. Not present. No report submitted. Scott Firmin reported for Ms. Fischer. There were not many responses to the recent survey and the committee will determine whether or not to resubmit. Mr. Firmin thanked the State Directors for their efforts coordinating meetings at the recent DC Fly In. Mr. Firmin attended one of the meetings at the recent DC Fly In on PFAS and reported that the EPA is interested in helping out on this issue.
Humanitarian Assist. & Grants – Marina Fernandes. Not present. No report submitted.
Membership – Peter Frick. Present. Mr. Frick defers discussion to Item VI.C.
Public Education – Lenny Young. Not present. Ms. Tabacsko reported that the committee is working with Water for People on the upcoming Kids Fest to be held at Deer Island during the WFP 5K fund raiser. They are also working on the Teacher Training Workshop to be held at the Narragansett Bay Commission on August 20 looking to invite local teachers and giving them a tour of the plant.
Safety – Dave Wright. Present. Report submitted. Mr. Wright reported that the committee is planning a specialty conference and met at the Annual Conference to discuss. Vice Chair Horowitz is submitting an article for the Journal. Mr. Wright also reported that the Safety Logo deadline is in May and only one submittal has been received.
Scholarships – Nick Valinski. Not present. Report submitted.
Student Activities – Nick Tooker. Not present. No report submitted. Ms. Barry reported that the committee is looking for judges for the upcoming Student Design Competition.
Water for People – Renie Jesanis. Present. Report submitted. Ms. Jesanis reported that the committee is working on the plans for the WFP 5K Deer Island Dash. There are currently 5 sponsors and are looking for more volunteers to help out at the event. They are also working on the fall schedule of events.
Young Professionals – Colin O'Brien. Present. No report submitted. Mr. O'Brien reported that the committee has held two recent conference calls – membership was spotlighted on the March call. They plan to feature a different committee on each call. Mr. O'Brien also reported: the Spotlight article in the Spring Journal was on the YP Committee; 5 YPs attended the recent Planning Session; work has begun on planning the June 1 community service project in Dover at 55 Horn Street with the intention of having a social event at the end of the day. The YP Summit at the Annual Conference continues to grow; there were 60 attendees in 2017, 80 in 2018, and 120 attendees in 2019. A survey has gone out asking for feedback on the summit. They are currently looking for a committee member to spearhead the YP

Summit for next year. The committee is working on finalizing an article for WEF and would like to work further on sponsorship opportunities. Mr. O'Brien mentioned that the Utility Management Committee would like to have the YP Committee present at his next specialty conference. The committee continues to partner with NEWWA on various projects and would like to form partnerships with additional associations. Discussion followed regarding a possible sponsorship by NEWEA for a YP to attend the AWWA/WEF YP Summit at the AWWA/WEF Utility Management Conference in February 2020 in Anaheim, CA.

- G. Treatment, Systems Operations, and Management Council – Phil Forzley, Director. Present. No report submitted. Asset Management – Dan Roop. Not present. Report submitted. Mr. Forzley reported that the committee is planning a joint NEWWA/NEWEA IT Fair in Holliston, MA on November 5. They are also looking for a Vice Chair. Contaminants of Emerging Concern – Rachel Watson. Not present. Report submitted. Energy – Sharon Nall. Not present. Report submitted. Tracy Chouinard reported for Ms. Nall. The committee is planning a joint conference in spring 2020 with the Plant Operations Committee. They are also reviewing energy-related legislation in each New England state. Laboratory Practices – Walter Palm. Present. Report submitted. Mr. Palm reported that he has reached out to Tom Groves to identify the need to standardize certification exams. They have had a demonstration by two exam grading companies as a possible option for NEWEA certification exam grading and will be presenting their findings soon. Mr. Palm asked that if anyone would like to participate in a demonstration to let him know. Operation Challenge – Travis Peaslee. Not present. Report submitted. Mr. Goodinson reported for Mr. Peaslee. The Ops Challenge Training Day will be held on Friday, April 12 in West Warwick, RI. There are currently 36 people registered and 5 teams. Plant Operations – Tom Hazlett. Not present. Report submitted. Mr. Forzley reported that the committee is planning a Joint Specialty Conference with the Residuals Management and Energy Committees in 2020. Residuals Management – Natalie Sierra. Present. Report submitted. Ms. Sierra passed around a draft of the committee's position statement on PFAS. She also reported that the committee had met with MassDEP Commissioner Suuberg on PFAS. The Joint NEBRA Specialty Conference will be held in Springfield, MA on October 16-18. Small Community – Kurt Mailman. Not present. No report submitted. Mr. Forzley reported that the committee is planning the next specialty conference. Utility Management – Gary Zrelak. Not present. Report submitted.

VI. Items for Discussion/Action Items

- A. Item for Discussion – NEWEA/NEWIN Partnership - Howard Carter, Innovation Task Force Lead. Mr. Carter made a presentation on the possible partnership history with NEWIN. He will present an Action Item to at the June Executive Committee Meeting to launch a merger in with NEWIN in October 2019. He discussed the various NEWIN membership categories and financials through the last five years. Discussion followed regarding the financial structure of NEWIN and their integration into NEWEA.
- B. Item for Discussion – Rename Public Ed Committee to School Education Committee and move from Outreach Council to Communications Council – Meg Tabacsko, Communication Council Director. Ms. Tabacsko proposed that the Public Education Committee change its name to the School/Youth Education Committee since most of their work involves grade school and high school efforts. The committee plans to present an Action Item in June.
- C. Item for Discussion – NEWEA Regulatory Membership - Peter Frick, Membership Chair. Mr. Frick reviewed the NEWEA Regulatory Membership category. A motion was made by Mr. Richardson and seconded by Ms. Burke-Wells to make the Regulatory Membership a permanent membership category of NEWEA. With a quorum not present, the voting is suspended and will be discussed further at the next meeting.
- D. Item for Discussion – 2019 Planning Session Update - Jennifer Kelly Lachmayr, President Elect. Ms. Lachmayr thanks all for their efforts during the recent Planning Session. Ms. Lachmayr reviewed the two focus areas – Public Awareness and Government Affairs – and reported that progress has been made on both. Since both areas have committees, no task forces need to be formed. Ms. Lachmayr reported that the Government Affairs group has developed a toolkit and will be contacting legislators with the intent on working more closely with and becoming their trusted advisors. The toolkit will provide talking points, strategies, links with other existing programs, and opportunities to have further face-to-face meetings. The Facilitators will be initiating "Civics 101", which is meant to be a training session led by Scott Firmin. Its intent is to have the membership work more closely with local state leadership, yet still provide the opportunity to attend the DC Fly In. Mr. Lachmayr reported that the Public Awareness group, led by Denise Descheneau are planning to identify organizations for NEWEA to partner with. They will work with the State Directors to identify talking points and needs. The Chairs of both committees will report at the June meeting. Minutes and milestones are online at the NEWEA website. Mr. Formica suggested that resources be identified so that they can be put in the budget. Ms. Barry reported that this has been discussed with the Treasurer.
- E. Item for Discussion – Role of the WEF Delegates - Jennifer Kelly Lachmayr, President Elect. There was discussion on this topic. General discussion included working with WEF Delegates to better engage the NEWEA Board, Executive

Office and members on what WEF can do for the Association, and then bring that back to WEF. The goal being that WEF Delegates serves as advocates for the Association to WEF. See 5E.

- F. Item for Discussion – Website Committee. Need a new Chair. Ms. Tabacsko will reach out to Jack Troidl to see if he is still interested in becoming the Chair next January. Ms. Jesanis expressed an interest in possibly chairing this Committee.
- G. Action Item – 2019 Proposed Nominating Committee – Ray Willis, Past President. Ms. Burke-Wells reported on the Action Item for Mr. Will. Since there was no longer a quorum, a vote by email will be taken. Vote taken via email on April 16, 2019. **MOTION CARRIED**
- H. Action Item – FY19 Q2 Report – Mac Richardson, Treasurer. Mr. Richardson reviewed the 2019 Q2 Financials . Vote taken via email on April 16,2019. **MOTION CARRIED**
- I. Statement. Since there was no longer a quorum, a vote by email will be taken.

VII. Schedule of Events - See Calendar

VIII. Adjournment – A motion is made by Ms. Biedron and seconded by Mr. Robinson to adjourn the meeting at 1:20 PM. **MOTION CARRIED.**