



**NEW ENGLAND WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING MINUTES
with All Committee Chairs
Tuesday, April 7, 2020 12:15 PM Virtual Meeting**

- I. **Call to Order, Establishment of Quorum** – Introductions and Welcome – Jennifer Kelly Lachmayr, President 12:16 PM meeting called to order. Introductions were made. The following Executive Committee Members were in attendance: Virgil Lloyd, Fred McNeil, Mac Richardson, Ray Vermette, Matt Formica, Sue Guswa, Jim Barsanti, Bill Norton, Jeff McBurnie, Adam Yanulis, Steve Clifton, Scott Goodinson, Chris Robinson, Vonnice Reis, Meg Tabacsko, Kate Biedron, Nick Tooker (representing Justin Skelly), Phil Forzley, and Howard Carter (representing Marianne Langridge). Quorum is confirmed.
- II. **Meeting Procedures** – Ms. Kelly Lachmayr directed that anyone who would like to speak to please click on the chat box.
- III. **Approval of the Agenda** – Jennifer Kelly Lachmayr, President. A motion was made by Ms. Kelly Lachmayr to approve the agenda and seconded by Fred McNeill. **MOTION CARRIED.**
- IV. **Approval of the Minutes and Announcement of Notices** – Jennifer Kelly Lachmayr, President. A motion was made by Ms. Kelly Lachmayr to approve previous minutes and seconded by Ray Vermette. **MOTION CARRIED.**
- V. **Key Officers Report**
- (i.) President – Jennifer Kelly Lachmayr. Present. Report submitted online.
 - (ii.) President-Elect – Virgil Lloyd. Present. Report submitted online.
 - (iii.) Vice President – Fred McNeil. Present. Report submitted online.
 - (iv.) Past President – Ray Vermette. Present. Report submitted.
 - (v.) Treasurer – Mac Richardson. Present. Report submitted online. Mr. Richardson noted that he will speak more about the Financial Report in the Action Item Section and that in the last quarter of 2019 there was no COVID-19 crisis. In addition, please be advised that committee chairs will be giving notices to prepare budgets. Ms. Barry added a request to Committees for specific committee budgets will be going out soon and conference budgets will be handled by Janice Moran, Programs Director in coordination with Committee Chairs.
 - (vi.) State Directors
 - a) Vermont – Chris Robinson. Present. No written report submitted. Mr. Robinson noted that their STEM fair is continuing as planned, they are reviewing online options. Mr. Robinson also reported that GMWEA is looking at changing from a 501 (c)(6) to a 501(c)(3) designation. As of December, Vermont has a new Commissioner, Peter Wall and Amy Posik is the new Wastewater Manager.
 - b) Rhode Island – Scott Goodinson. Present. Report submitted online.
 - c) New Hampshire – Steve Clifton. Present. Report submitted online. Mr. Clifton noted that their president's email has changed.
 - d) Maine – Jeff McBurnie. Present. Report submitted online. Mr. McBurnie noted that they have cancelled their Spring Conference and other events are under review.
 - e) Connecticut – Bill Norton. Present. No written report submitted. Mr. Norton stated he spoke with both the CT State and DEP at home and through email and that the MOR and DOR plants are working split shift schedules. Mr. Norton also noted their April show has been moved to September tentatively and they are working on legally changing their name to CTWEA but have not been able to finalize with the banks yet.
 - f) Massachusetts – Adam Yanulis. Present. Report submitted online. Mr. Yanulis added his compliments to the DEP and EPA for their handling of the COVID-19 crisis and their weekly meetings with the Massachusetts Water Environment Association.
 - (vii.) Executive Director – Mary Barry. Present. Ms. Barry spoke about the COVID-19 outreach page on NEWEA's website that is for all six New England states. NEWEA is working with the DEP and different regions for updates. Ms. Barry noted the Public Awareness and Youth Committees as well as the NEWEA Executive Office feel it is important
 - (viii.) to tell the stories to the Elected official, Regulators and the Public of what is happening during this pandemic within our industry. Noted ways of reaching out to the general public included social media, email and our website.



Ms. Barry noted that NEWEA is working through legal and accounting aspects of the merger with NEWIN. In addition, the office is working on the Innovation Committee's site and Membership Categories. The Workforce Development and Certification Committees are new and are requiring additional support. Still working on planning for WEFMAX in New England (2022?) as well as managing upcoming events in 2020. WEFTEC conference is moving forward but postponing a final decision until after May 5.

- (ix.) COVID-19 – Ms. Barry noted that NEWEA is exploring the US Federal Grants: paycheck protection program and economic disaster loans. Ms. Kelly Lachmayr asked about putting out a reminder to the general public about what is and is not ok to flush down the toilet and include sinks with fats, oils and grease (FOG).

VI. WEF Delegate, Council Directors and Committee Reports

(i.) WEF Delegates

- (ii.) Matt Formica, Senior Delegate. Present. No written report submitted. Mr. Formica spoke about the Water's Worth It Tool Kit release, the Family First Program and WEF waiving renewal dates for membership to May 3. They are putting out information for members as it comes in regarding COVID-19.
- (iii.) Susan Guswa. Present. No written report submitted. Ms. Guswa stated she spoke with Kelsey Hurst and Diane Crilly about having WEFMAX (2020) virtually at the end of May. Howard Carter, a member of the WEF Board, noted that WEF filed for the Payroll Protection Act for \$2.3 million. Ms. Kelly Lachmayr reminded the Public Awareness Committee that we will need to finalize the WEFMAX presentation we had started working on in preparation of the March WEFMAX 2020. The PFAS and Chemicals of Emerging Concern statements will be coming.
- (iv.) Jim Barsanti. Present. Report submitted online.
- (v.) Peter Garvey – Incoming – Present. Report submitted online. Mr. Garvey noted that he is working on organizing the WEF Collections Systems Conference for early June and that it is still on as scheduled in El Paso, TX.
- (vi.) Meeting Management Council - Kate Biedron, Director. Present. Report Submitted online. Ms. Biedron informed everyone that the Meeting Management Council (Conference Arrangements, Programs, Registration, and Exhibits Committees) all voted unanimously to cancel the Spring Meeting as it does not ultimately produce revenue and would not be worth the cost of trying to reschedule. Please see the letter submitted to the Senior Management Team and to NEWEA members informing them of the decision to cancel. They are discussing options for the 5S Induction Ceremony and the OPS challenge. Discussed options for abstracts that were submitted for the Spring Meeting, including Specialty Conferences, Annual Conference and the Journal. Also discussed options for sponsorships other than the Spring Meeting. Noted the golf tournament was also cancelled as part of the Spring Meeting.
- a) Conference Arrangements – Ron Tiberi. Not present. No report submitted.
- b) Program – Lauren Hertel. Not present. No report submitted.
- c) Exhibits – Corey Meyers. Not present. No report submitted.
- d) Registration – Meg Tabacsko. Present. No report submitted.
- (vii.) Ad Hoc Committee Council/Vice President - Fred McNeil, Vice President, ASA/State Directors. Present. No written report submitted. Mr. McNeil noted the topic of sustainability issues and hopes to save the Ops Challenge Competition this year.
- a) Certification Committee* - MaryJane Meier. Present. Report submitted online. Ms. Meier discussed the efforts being made regarding COVID-19 and workplace changes.
- b) Charitable Giving – Linda Carroll. Present. Report submitted online. Ms. Carroll noted she will be reaching out for donations and stories of how NEWEA has supported members.
- c) Workforce Development* - Dan Bisson. Present. No written report submitted. Mr. Bisson noted he reached out to the New England Water Works program and has an upcoming meeting with Matt Evans.
- (viii.) Collection Systems and Water Resource Council - Vonnice Reis, Director. Present. Report submitted online. Ms. Reis noted there will be a meeting regarding the Re-Act Specialty Conference on September 10.
- a) Collection Systems – Scott Lander. Present. Report submitted online. Mr. Lander went over highlights of his report. He noted two conference calls to discuss three different task forces- one non-dispersible task force, the Committee for Preventative Maintenance and Technology, and the Collection Systems Specialty Conference and that there will be a call for abstracts for the conference.



- b) CS Certification – Ken Conaty. Report submitted online. Ms. Barry noted that Mr. Conaty, Collection Systems Certification Sub Committee Chair, just changed positions.
- c) CSO/Wet Weather Issues – Steve Perdios. Present. Report submitted online. Mr. Perdios noted he is trying to get the committee more active, starting with monthly phone calls. They are also working on a webinar on notifications, updating the website and providing outreach.
- d) Industrial Wastewater – Rebecca Weidman. Not present. Report submitted online.
- e) Stormwater – Angela Blanchette. Present. No written report submitted. Ms. Blanchette noted there will be a call for abstracts going out for the specialty conference being held November 19-20 that will be due May 1.
- f) Sustainability – Courtney Eaton. Present. Report submitted online. Ms. Eaton noted working on an article for the Journal, the Re-Act Conference, and School Act and Outreach Programs.
- g) Water Reuse – Rob Scott. Not present. Report submitted online.
- h) Watershed Management – Sara Greenberg. Present. Report submitted online. Ms. Greenberg noted there will be a meeting with the Sustainability Committee regarding the Re-Act Conference in November. They would like to have a source water brewing competition at the conference.
- (ix.) Communications Council - Meg Tabacsko, Director. Present. Report submitted online.
 - a) Journal – Alexandra Greenfield. Not present. No written report submitted. Ms. Tabacsko noted that Ms. Greenfield will be moving ahead with everything as planned.
 - b) Public Awareness – Denise Descheneau. Not present. No written report submitted.
 - c) Youth Education – Lenny Young. Present. Report submitted online. Mr. Young noted that he is looking for Stockholm Junior Water Prize judges.
 - d) Website – Renie Jesani. Present. No written report submitted. Ms. Jesani noted that the goal in the next couple of weeks is to have a form for committee members to fill out to update website.
- (x.) Innovation Council - Marianne Langridge. Not present. Howard Carter present and reporting for Ms. Langridge.
 - a) Innovation Committee - Mr. Howard notes that they are getting the website updated with memberships and sponsors, they have two \$5,000.00 business interests, they are looking into getting webinars set up and adding a section into the newsletter. Mr. Howard also noted they are discussing with WEF on how to participate in WEF pavilion.
- (xi.) Management Review Council - Ray Vermette, Past President. Present. No written report submitted.
 - a) Assessment and Development – Marylee Santoro. Present. Report submitted online. Ms. Santoro notes that she has been in communication with Ms. Barry and working on getting all surveys completed. She is holding an action item for the next meeting.
 - b) Awards – Jay Sheehan. Present. Report submitted online. Mr. Sheehan reports they have had a good year and that two WEF candidates were submitted for awards. He would like to discuss further how to handle committee awards during the COVID-19 crisis.
 - c) Bylaws – Mike Bonomo. Present. Report submitted online.
 - d) Committee Member Appreciation – Denise Descheneau. Not present. No written report submitted.
 - e) Nominating – Jim Barsanti. Present. No written report submitted. Mr. Barsanti notes he is deferring to speak during the action item.
 - f) Sponsor – Brian Olsen. Present. Report submitted online. Mr. Olsen reports he is working with Ms. Gosselin to reallocate money that was already committed for the Spring Meeting that has been cancelled.
- (xii.) Outreach Council - Justin Skelly, Director. Not present. Nick Tooker present and representing Mr. Skelly. No written report submitted.
 - a) Government Affairs – Scott Firmin. Present. No written report submitted. Mr. Firmin notes that the Water Policy Fly-In is still on virtually. He is asking all of the State Directors to reach out about Government Affairs Committees and for help with public utilities.
 - b) Humanitarian Assistance & Grants – Marina Fernandes. Not present. No written report submitted.
 - c) Membership – Peter Frick. Present. Report submitted online. Mr. Frick notes he is looking for nominations for people to take advantage of the complementary WEF memberships. These memberships are for 1 year and can only go to non-members. This is through the reciprocity agreement between WEF and Member Associations, WEF granted a certain amount of WEF free



memberships each year based on the number of non-New England Members who register and attend WEFTEC full conference.

- d) Safety – Dave Wright. Present. Report submitted online. Ms. Lachmayr inquired about a joint conference with the Industrial Wastewater Committee and requested to be included in the scheduled meeting.
- e) Scholarships – Nick Valinski. Not present. No written report submitted.
- f) Student Activities – Nick Tooker. Present. No written report submitted. Mr. Tooker notes that the Student Design Competition is going ahead as planned and they have five teams. They need to send one group each for Water Environment and Wastewater to WEFTEC.
- g) Water for People – Renie Jesanis. Present. No written report submitted. Ms. Jesanis notes they have moved to postpone their gala to September and that planning for the 5K is on for October.
- h) Young Professionals – Colin O'Brien. Present. No written report submitted. Mr. O'Brien notes they are postponing all Poo & Brews and are focusing on the 2020 Summit feedback and planning for 2021. They need to rent a 4K projector otherwise the YP Summit budget would have made a profit and is a big turnaround from previous years. Mr. Lander notes he has reached out to the YP Committee on working together..
- (xiii.) Treatment, Systems Operations, and Management Council - Phil Forzley, Director. Present. No written report submitted.
 - a) Asset management – Dan Roop. Not present. No written report submitted. Ms. Barry noted that the joint conference is on.
 - b) Contaminants of Emerging Concern – Janine Burke-Wells. Present. Report submitted online.
 - c) Energy – Sharon Nall. Present. Report submitted online. Ms. Nall notes that the joint conference with Plant Operations has been moved to May 2021.
 - d) Laboratory Practices – Walter Palm. Not present. Report submitted online. Mr. Forzley went through highlights of the report.
 - e) Operation Challenge – Scott Goodinson. Present. No written report submitted. Mr. Goodinson notes all events in March and April were cancelled. They need to get training on the KSB equipment from the vendor. It is ready to ship to Connecticut once the release is signed. He would like to hold a training day in July because the competition has to be held in August in order to return equipment back for WEFTEC that is scheduled for 10/3-10/7. Mr. Goodinson notes possibly holding the 5S Ceremony at the same time. He asks the State Directors to report if they have a team for the Ops Challenge.
 - f) Plant Operations – John Adie. Present. Report submitted online. Mr. Adie notes they are pursuing holding their specialty conference at a later date.
 - g) Residuals Management – Eric Spargimino. Present. Report submitted online. Mr. Spargimino notes he is working with Ms. Burke-Wells on PFAS. He also notes the Wentworth is secured for 10/19-10/20.
 - h) Small Community – Kurt Mailman. Not present. Report submitted online. Mr. Forzley highlighted Mr. Mailman's report.
 - i) Utility Management – Gary Zrelak. Present (but we were unable to hear him on the call, we could see him). Report submitted online.

- VII. **Items for Discussion/Action Items** – Ms. Lachmayr re-confirms quorum. The following board members were in attendance: Virgil Lloyd, Fred McNeil, Mac Richardson, Ray Vermette, Matt Formica, Sue Guswa, Jim Barsanti, Bill Norton, Jeff McBurnie, Adam Yanulis, Steve Clifton, Scott Goodinson, Chris Robinson, Vonnie Reis, Meg Tabacsko, Kate Biedron, Nick Tooker (representing Justin Skelly), Phil Forsley, and Howard Carter (representing Marianne Langridge). Quorum is confirmed.
- (i.) Action Item – Enactment of Bylaws Section 13.2 – Virgil Lloyd, President Elect. Mr. Lloyd moves to enact Bylaws Section 13.2 regarding member expulsion, specifically for behavior unbecoming a NEWEA member. Mr. Richardson seconded. **MOTION CARRIED.**
 - (ii.) Action Item – FY20 Report (10/1/19-12/31/19) – Mac Richardson, Treasurer. A motion was made by Mr. Richardson and seconded by Mr. McNeil to approve the first quarter FY20 report. Mr. Richardson reports the actual figures show \$353,828.00 total revenue with \$195,122.00 in expenses, leaving \$158, 705 in the black for the first quarter. He also notes that these figures do not reflect the current COVID-19 situation. **MOTION CARRIED.**



- (iii.) Action Item – 2020 Proposed Nominating Committee – Jim Barsanti, Past President. Mr. Barsanti recommends that Jeff McBurnie and Bill Norton be appointed as members of this year’s Nominating Committee. A motion was made by Mr. Richardson and seconded by Fred McNeill. **MOTION CARRIED.**
- (iv.) Item for Discussion – Presidential Action – Move Collection Systems Certification Committee under newly formed Certification Ad Hoc Committee – Jennifer Kelly Lachmayr, President. No discussion.
- (v.) Item for Discussion – Presidential Action – Move Veteran’s Workforce Development Ad Hoc Committee, University/College Outreach Ad Hoc Committee under newly formed Workforce Development Ad Hoc Committee – Jennifer Kelly Lachmayr, President. No discussion.
- (vi.) Item for Discussion – WEF Grant Discussion – Fred McNeil, Vice President. Mr. McNeil reports there was a pilot member problem with WEFTEC, he received two submissions for planning, then will move forward after touching base with Kelsey.

VIII. **Schedule of Events** – Ms. Barry notes that the schedule is in flux because of COVID-19 and that the State Directors should reach out regarding any changes within their ASAs.

IX. **Adjournment** – A motion is made by Ms. Lachmayr to adjourn and seconded by Fred McNeill. **MOTION CARRIED.** The meeting was adjourned at 2:30 PM.

DRAFT