

Minutes of MWPCA Board of Directors Meeting – R. Alden Training Center, Millbury, in the  
M. Ackerman Office and Conference Area, February 12, 2014

1. The meeting was called to order by President Ray Willis at 4:07PM, and a quorum was established. The following were in attendance (voting members in italics):  
In person at Millbury: Tom Bienkiewicz, *Justin deMello*; Lynn Foisy; *Michael Foisy*; Roger Hammond; Charles Tyler; *Raymond Willis*  
By telephone conference: *Michael Burke*; *Robert Greene*; *Vincent Melendez*; *Michael Moreau*; *Marcel Tremblay*
2. Minutes of September and December Board Meetings were presented for approval. A typographical error regarding the meeting date was noted in the September minutes; with that single change acknowledged, **on motion made and seconded, with no discussion, both sets of minutes were approved unanimously.**
3. President Raymond Willis officially tendered his resignation as MWPCA President in order to fulfill the duties of NEWEA Vice President, to which he was elected in January. Upon motion to accept the resignation made and seconded, discussion included Mr. Willis's expressed regrets and his intention to remain active as an MWPCA board member for the remainder of his Director term and beyond. A question arose as to order of succession: Upon acceptance of the resignation, as President-elect, Michael Foisy will fulfill the remainder of Mr. Willis's term (ending in June 2014), at which time Mr. Foisy would have succeeded to the presidency anyway; Mr. Tremblay will succeed to the office of President-elect, which will leave a vacancy in the office of Vice President. With those clarifications made, **the motion to accept the resignation was brought to a vote and passed unanimously.** The meeting continued with Mr. Foisy presiding.

President Foisy thanked Mr. Willis for his service on behalf of the MWPCA, and pledged to work closely with him in his NEWEA officer role and in the MWPCA Government Affairs functions which Mr. Willis will continue to spearhead.

4. Officer vacancies:  
Mr. Foisy noted that, in addition to the newly-vacated Vice Presidency, two other positions, created on membership approval of Bylaws changes in June, remained vacant: Treasurer and Secretary. In addition, two Directors, Mr. Joseph Witts and Mr. Eric Smith have resigned, and their positions need to be filled by appointment. Mr. Foisy proposed the following candidates for the vacant offices:
  - Director Robert Greene for the office of Vice President
  - Mr. Roger Hammond for the office of MWPCA Treasurer
  - Mr. Charles Tyler for the office of MWPCA Recording Secretary
  - Ms. Trina Picardi for the remainder of the director term vacated by Mr. Smith (ending June 2014), and
  - Mr. Henry Albro for the remainder of the director term vacated by Mr. Witts (ending June 2015).**Upon separate motions made and seconded to approve appointments of these individuals, each of whom had expressed willingness to serve, the appointments were approved unanimously.** Mr. Foisy congratulated the new officeholders.
5. General administrative business:
  - a. Executive Director Lynn Foisy delivered her report on the financial health of the organization and with regard to progress on training initiatives and other administrative business. Details are in the report, attached.
    - i. One action item was required: as MWPCA fiduciary tracking is now done on QuickBooks, a mobile version of the application will be needed in order to allow access for the new Treasurer, Mr. Hammond. Upon investigation, Executive Director Foisy had determined that the extra application will cost \$9.95 per month, which unbudgeted expenditure will need to be approved until June, when it will be included in the FY 2015 budget proposal. **The expenditure through June was approved unanimously upon motion made and seconded (Willis/Moreau).**
6. The February Newsletter is currently at the printer, expected to be delivered within the week. Deadline for articles and other features for the Spring Newsletter is April 15, 2014. Lynn Foisy and the editor Mr. Tremblay urged all who have contributions to submit them early in order to avoid another delayed publication.

7. Upcoming events:
  - a. Legislative Event March 6, 2014; several legislators have indicated that they will attend, while some who participated last year have declined. Commemorative water bottles and copies of Penn State's "Liquid Assets" infrastructure DVD have been ordered for distribution to selected VIP attendees. There is room for 80 to 100 attendees, and Mr. Willis requested the Executive Director to send a follow-on e-blast and also suggested that individual Directors and others contact local municipal officials and legislative representatives to urge their attendance.
  - b. March Quarterly meeting will be held on March 20, 2014 at the Devens Common center; the agenda is set and the announcement will be sent out with the upcoming newsletter.
  - c. Annual Golf Tournament is scheduled for Friday June 13, 2014 at Shaker Hills golf course; negotiations with the facility are ongoing, to get the best deal and to ensure that details (such as drink cart availability) are clearly determined. Current estimated association cost will be \$110 per golfer, all-inclusive.
8. Updates on 2013-2014 initiatives:
  - a. Website advertising/sponsorships – so far only registered sponsor is Bisco Pumps. The Executive Director will focus on outreach to other vendors in the coming months.
    - i. A vendor, Commercial Scales and Balance Co. has offered a discount to members, but no sponsorship or advertising – the Board was not impressed with this offer, so while it is appreciated, no free advertising statement is likely based on the offer.
  - b. Organizational Manual for MWPCA; Mr. Moreau indicated that target time frame for a draft manual is July 1 (the first day of FY 2015).
9. New Business:
  - a. Management Training. It was reported that NEIWPCCC will again offer a management training curriculum, however, the certificate will now be based on an "a la carte" course selection (10 required, 2 electives) that can be accrued over a three-year time period; while some of the camaraderie of the one-year "boot camp" style course will be missing, the new format may be more practical for a broader audience. In addition, it can probably be offered without the need for MWPCA subsidies.
  - b. NEWEA Planning session will be held March 10 and 11 in Portland, ME, and will include discussions about regional uniformity of Operator certification and training programs. Ray Willis will attend, and President Foisy is also invited to participate.
  - c. Executive Director Lynn Foisy volunteered at the vendor registration booth at the NEWEA Annual Conference, and found it to be a useful way to interface with vendors and other potential exhibitors and sponsors, so she will plan to do so again next year.
  - d. Mr. Melendez requested help from all in promoting upcoming MWPCA-sponsored training offerings (e.g., upcoming microbiology training by Tony Glymph and Collection Systems training by Greg Kidd). Mr. Bienkiewicz confirmed that the courses have all been approved for TCHs by the DEP.
  - e. Mr. Willis reminded the group that the Nominating Committee needs to plan ahead in order to have a recommended slate of officers for the Election Meeting in June.
  - f. Mr. deMello reported on the upcoming membership renewal period, and requested help to determine demographic and preferential informational questions to include on the renewal/application form.
  - g. Mr. Moreau pointed out that the web site needs a more obvious announcement and promotion of the upcoming legislative event; Lynn Foisy will work to increase emphasis of that even on the site.
  - h. Mr. Moreau also requested that potential nominees for NEWEA Operator and Peloquin awards be developed and ready for suggestion at the March meeting so that information can be prepared in time for submittal of the nominations at the NEWEA June 1 deadline.
  - i. Mr. Burke informed/reminded everyone that the NEWEA Operations Challenge Training Day will be held on Friday April 25, 2014 at the Holyoke, MA wastewater treatment facility.
10. Adjournment: There being no further business, on motion made and seconded, the meeting was adjourned at 5:03 PM.

Respectfully Submitted,



Charles Tyler, Recording Secretary

## Minutes of MWPCA Board of Directors Meeting – Devens Common Center, March 20, 2014

11. The meeting was called to order by President Michael Foisy at 1:01PM, and a quorum was established. The following were in attendance (voting members in italics):  
In person at Devens: *Henry Albro, Tom Azevedo, Tom Bienkiewicz, Justin deMello; Lynn Foisy; Michael Foisy; Bob Greene* (until 1:24PM), Roger Hammond; *Trina Picardi, Charles Tyler; Marcel Tremblay*.  
By telephone conference: *Michael Moreau* (after 1:26PM)
12. Minutes of the February Board Meeting were presented for approval. Mr. Tyler noted that several insubstantial typographical errors had been discovered and corrected since the draft was issued. **On motion made and seconded, with no discussion, the minutes of the February meeting were approved.** Mr. Tyler signed one set and handed them to Ms. Foisy for the record.
13. General administrative business:
  - b. Executive Director Lynn Foisy delivered her report regarding association events:
    - a. 2 PACP (NASSCO- National Association of Sewer Service Companies - certified Pipeline Assessment and Certification Program) classes instructed by Mr. deMello have been completed, and a third is being scheduled; the MWPCA is recovering administrative costs and achieving a small positive revenue from these sessions, and in addition 12 new members have joined as a result of the dues-inclusive class registration policy.
    - b. Submissions are being sought for the next newsletter – April 15 deadline. Joe LaPlante of Narragansett WPCA in Providence has offered information on the “Flow Family” – an entertaining program for youth introduction to the water reclamation industry that has had some success in Rhode Island.
    - c. “Non-dispersibles” training session was sparsely attended but was highly impressive for the few who did attend the event – Aubrey Strause did a great presentation job.
    - d. The legislative event was held successfully on March 6 at the Omni Parker House in Boston, with 58 registrants; however, due to minor venue changes, the event resulted in an \$800 unrequited expense. It was suggested that more robust sponsor support would help to offset the costs of this event, and greater sponsor contribution will be sought for future such events.
    - e. Today’s meeting (March 2014 quarterly meeting) garnered a session registration of 68, including 13 walk-ins. Speculation regarding low attendance ranged from the early point in the renewal period to potential location issues. Last year’s meeting in Devens had nearly 100 attendees, so it was decided to try the location for another year.
    - f. MWPCA plans to participate in a NEIWPC Title V – themed trade show on May 13 in Taunton – we will receive a complimentary booth at the event.
14. Finance Committee - *Roger Hammond / Lynn Foisy* – see attached reports
  - a. Treasurer R. Hammond has not yet been connected for access to the books; Ms. Foisy reported that the logistics will be worked out soon.
  - b. Specialty Training and Quarterly Meetings have recently yielded positive revenues over expenses.
  - c. R. Alden Training Center room charges of \$25 per day are being tracked in a separate Education fund under MWPCA custody for use in defraying costs of training center maintenance and supplies.
  - d. Sponsorship - USEPA/NEIWPC: FOG and Wipes Training session is planned for Chelmsford, and MWPCA has been asked to furnish a \$100 sponsorship contribution for the session. Upon motion made and seconded (Greene/Albro), a \$100 sponsorship expenditure was approved unanimously.
  - e. It was noted that a follow-up training event on FOG and non-dispersibles featuring Aubrey Strause and others will be scheduled.
15. Upcoming events
  - a. Golf Tournament scheduled for June 13 – chair Bob Mack was absent, but Lynn Foisy reported that final negotiations with Shaker Hills Golf Course are under way – the registration form will be available next week; volunteers are needed for the day for registration, etc. Some raffle and other prizes have been committed (something from the Red Sox, an Omni Parker House stay, a Devens gift certificate, a BOSE sound system) but still looking for more.
  - b. June Quarterly Meeting – June 18, 2014 at the Log Cabin in Holyoke. The committee is still working on finding presenters. Suggestions were someone from Tighe & Bond, Nick Tooker (formerly Tighe & Bond now with Northeastern U.) on food waste, perhaps Professor Chul Park from U Mass Amherst, and a suggestion for a Lab-focused presentation from a known laboratory instructor.

16. Nominating Committee Report: No new nominations have come forward for expiring Director terms, so incumbents will be entered on the nomination slate after confirmation that all are willing to serve. Incumbents with expiring terms are: Michael Foisy, Robert Greene, Trina Picardi, and Raymond Willis. Nominating Chair Charles Tyler will confirm with each nominee his or her willingness to serve and will then prepare the slate of candidates for presentation to the Executive Director, who will then inform the membership of the proposed slate. The written report also reviewed terms of office for all other officers.

17. 2-013/14 initiatives

- a. Website advertising & sponsorship: Website changes are proceeding little by little. Sponsorships have been slow to develop, and outreach efforts need to increase. The Jobs hotline is a busy site (there are some 3000 hits per week there), and it should be easy to sell space there if it's well advertised. E-Blasts and sponsorship feelers will be developed and sent out.
- b. Organizational Manual – draft scheduled to be ready by July 1.

18. Name Change Proposal: Past President Ray Willis has proposed discussion regarding an association name change. Several Operator Associations (including NHWPCA and MWWCA) are proposing name changes to keep up with the times, removing the “waste” and “pollution” designations and focusing emphasis on reclaimed water as an environmental resource, becoming “water environment associations.” MWPCA might become Massachusetts Water Environment Association. Discussion followed. Website URL would no longer fit, and changes would have to be made to the bylaws as well as the charter and other paperwork registered with the state regarding the group’s tax status; on the other hand, a new name might “freshen” interest in the group. One proposal was to include a question about name change in the membership renewal form. Further discussion to follow.

19. New/Other business:

- a. Trade Show mailings will be sent out with the July newsletter, and will also be placed on the web site and included in an MWPCA “e-blast.”
- b. Newsletter print versus electronic: Membership Chair Justin deMello reported that on last year’s membership questionnaire, about ½ of responses indicated that electronic would be OK, ½ preferred paper copy to arrive by mail. It was suggested that this year’s membership renewal include a check box for the option of receiving the newsletter electronically instead of by mail.
- c. NEWEA Director Mike Moreau sought Board approval to forward two award nominations to the NEWEA Awards committee – Ray Willis for Alfred E. Peloquin Award and Joe Fijal for NEWEA Operator Award. On motion made and seconded, the award recommendation was approved.
- d. Tom Azevedo suggested that John Ivins of ESSCO Pump, who presented at the March meeting, might be willing to put on a specialty training session on pumps and pump curves on behalf of the MWPCA; the Board consensus was to ask for a proposal from Mr. Ivins regarding a full-day pump training session.

10. Adjourn – the meeting was adjourned at 2:13 PM.

Respectfully Submitted,



Charles Tyler, Recording Secretary

Record of Annual Election Meeting, Massachusetts Water Pollution Control Association, held on June 18, 2014 at the Log Cabin in Easthampton, MA.

The Annual Election Meeting was called to order by President Michael Foisy at 12:35PM. President Foisy introduced Nominations Committee Chair Charles Tyler.

Mr. Tyler reviewed the roster of elected Board officers and appointed officeholders, and then presented the Board-approved slate of officers for election, to wit: Michael Foisy (also serving as President), Robert Greene (also

serving as Vice President), Trina Picardi, and Raymond Willis (Past President). Mr. Tyler reminded those in attendance that nominations may also be made from the floor; however, no nominations were forthcoming.

President Foisy then offered to entertain a motion from the floor to elect the recommended slate of officers, which motion was made and seconded. There being no discussion further to the motion, President Foisy called for a vote of members present by show of hands. The slate of officers was approved, with no dissenting vote, by the members in attendance.

Mr. Tyler entertained nominations from the floor for officers for the 2015 election year. There being none, President Foisy, upon motion made and seconded, declared the 2014 Election meeting adjourned at 12:45PM.

Respectfully submitted, Charles Tyler, Recording Secretary.



Notes from non-quorum meeting of the MWPCA Board June 23, 2014.

Five members (M. Foisy, J. Laliberte, M. Tremblay voting, R. Hammond and C. Tyler non-voting) called in by 5:20 and the agenda was begun.

Executive Director L. Foisy was absent, so there was no presentation of the Executive Director's report, however, President Foisy gave a summary of items that would have been covered if a quorum were present:

- In order to efficiently operate new administrative software, it is necessary to upgrade the MWPCA laptop at a proposed cost of \$1000.
- \$3000 has been transferred from reserve checking account to savings.
- The Trade Show registration form for vendors will be on the website after July 1; an e-blast to vendors will be sent out shortly thereafter.

Trade show still scheduled for September 24 at Wachusett Mountain.

As 2015 is the 50<sup>th</sup> anniversary year for this association, and as founding member James Dostal recalls that the initial founding meeting of the MWPCA (then MWWTPOA) was held in September, it has been proposed that the 50<sup>th</sup> anniversary celebration center around the 2015 Trade Show. Suggested events could include a cake cutting, 50<sup>th</sup> anniversary foil sticker labels, etc. It is not too soon to begin planning 50<sup>th</sup> anniversary events.

It was suggested that if there is to be an association name change, the 50<sup>th</sup> anniversary Trade Show would be a good place to announce that, also, but several details still need to be worked out in that regard (what should the new name be, how should it be approved (Board or membership vote), what would be done about the web site address, etc.). Changing the name of a not-for-profit corporation like MWPCA can be a lengthy process, so details of any such change should be on the action list.

Annual BOD meeting with installation of officers will be scheduled sometime week of July 7-11, with the meeting at the Alden Training Center and dinner afterward at Chuck's Steak House or another nearby venue if people prefer it. Details will be decided by email discussion - meeting announcement to follow soon.

There being no other pressing business and no quorum, the meeting was terminated at about 5:30 PM.

Draft notes by Charles Tyler, Recording Secretary

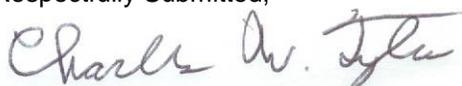


Minutes of MWPCA Board of Directors Meeting – Richard  
Alden Training Center, July 8, 2014

20. The meeting was called to order by President Michael Foisy at 5:05PM, and a quorum was established. The following were in attendance (voting members in italics):  
In person at Millbury: *Henry Albro*, Tom Bienkiewicz, Lynn Foisy; *Michael Foisy*; *Bob Greene*, *James Laliberte*, Charles Tyler; *Marcel Tremblay*.  
By telephone conference: *Michael Moreau*, *Michael Burke*  
Proxy voting instructions on the anticipated action item (3b below) were submitted by *Ray Willis* and *Trina Picardi*.
21. Minutes of the March 20 Board Meeting were presented for approval. Mr. Tyler noted that several insubstantial typographical errors had been discovered and corrected since the draft was issued. **On motion made and seconded, with no discussion, the minutes of the February meeting were approved.** Mr. Tyler will sign one set and forward them to Ms. Foisy for the record.  
Mr. Tyler also presented, for information only (no approval necessary) draft discussion notes from the non-quorum June 23 scheduled meeting that failed to field a quorum and was therefore not an official gathering.
22. Nomination of MWPCA officer roster for FY 2015
- a. Mr. Tyler presented the results of the June 18, 2014 election meeting; the slate of officers presented by the Nominating Committee, and as endorsed by the Board of Directors, was approved unanimously by the membership in attendance at the meeting. Newly-elected Directors for a three-year term, all of whom are incumbent office holders, are Michael Foisy (currently serving as MWPCA President), Robert Greene (recently appointed to the position of MWPCA Vice President), Trina Picardi, and Raymond Willis (current Immediate Past President). The New members of the board were congratulated and welcomed.
  - b. As required in Section 5 of the MWPCA Bylaws, Nominations from the board for appointments to FY 2015 officer positions were made and approved by vote of the Board upon motion made (Albro) and seconded (Laliberte) as follows:  
*President Mike Foisy*; *President-elect Marcel Tremblay*; *Vice-president Robert Greene*; Secretary Charles Tyler; Treasurer Roger Hammond; *Meeting Management Coordinator Tom Azevedo*; DEP Representative Tom Bienkiewicz (officers listed *in italics are voting members*, those not italicized are non-voting members).
  - c. Vinnie Melendez has tendered his resignation from the Education Coordinator position, and has also indicated that he will not run again for director at the end of his current term. There was discussion regarding a replacement candidate for each office, but no suggested nominees. Discussion led to the conclusion that a viable Education Committee should be mustered, so that the entire burden does not fall onto one person, as has historically happened. Candidates for the Education Committee shall be sought from affected committees (e.g., Onsite, Industrial, others) and the committee chair would act as Ed Coordinator. Details are to be placed on the agenda for discussion at the next Board meeting and in the meantime, session coordination will need to be covered through the Executive Director's office.
23. General administrative business:
- c. Executive Director Lynn Foisy delivered her report regarding status and financial outcomes of association events and publications:
    - a. Most training events managed to turn a small positive revenue.
    - b. Golf Tournament netted just over \$2,000, and was well-received by all attendees. The same venue has been reserved for next year, again at the Shaker Hills Golf Course on the Friday following Fathers' Day (June 26, 2015).
    - c. Ms. Foisy also presented the FY 2014 Profit & Loss report and the FY 2015 proposed budget; discussion of both these items ensued. The Executive Director report was accepted and approved by the Board.
  - d. FY 2014 Profit and Loss Report: Profit and Loss report showed a small surplus over budget after all reckoning of the books. The Profit Loss Report was approved by voice vote. Ms. Foisy indicated that some unbudgeted expenditures needed to be approved to cover late FY14 billing, to wit: 1. Need for a new laptop computer for financial and administrative software usage, with the existing laptop to be

- dedicated to power point usage at quarterly meetings and training functions where necessary, estimated charge of \$1000. Upon motion made (Albro) and seconded (Greene), payment of up to \$1000 for new computer purchase and setup was approved. 2. A long-overdue bill arrived from NEWEA - the final administrative services invoice under their former contract; upon motion made (Greene) and seconded (Tremblay), expenditure of \$1,554.70 was approved to satisfy the NEWEA final billing.
- e. FY 2015 Proposed budget - After review and discussion on motion duly made and seconded, the FY 2015 budget proposal was approved.
24. Upcoming events – Trade Show: In Mr. Azevedo’s absence, Ms. Foisy reported that the Exhibitor registration forms are ready to be mailed and are up on the web site. A decision had to be made regarding table lengths to be furnished – it was decided to require exhibitors/vendors to choose a table length – 5’, 8’ or none – as well as whether they need power for the booth, when they register.
25. MWPCA 50<sup>th</sup> anniversary activities: Planning needs to begin in preparation for next year’s 50<sup>th</sup> anniversary. Since the association was reportedly begun during an autumn meeting of operators, it has been suggested that the 2015 Trade Show be the culmination of the year’s activities, with a cake cutting, special raffles, etc. Other suggestions for the year are to publish 50<sup>th</sup> anniversary stickers (a sample format with pricing was presented by Ms. Foisy), 50<sup>th</sup> anniversary coffee mugs, and other mementos for distribution to the membership.
26. New Business – NEWEA Awards were discussed. In particular, the nomination of Joseph Fijal for the Operator award (which had been approved at an earlier board meeting) needed to be abandoned, since Mr. Fijal received the award just last year. NEWEA Director Mike Moreau indicated that the name of Jeff Kalmes, which had been forwarded by Trina Picardi and accepted by consensus during a discussion among Board members, had been submitted to the NEWEA Awards Committee. As the award is a NEWEA award, and since the MWPCA choice is only a recommendation to NEWEA, it was determined that a formal vote need not be taken in order for the NEWEA Director to forward a name. After discussion, the Board signified by consensus to Mr. Moreau that the recommendation as submitted was agreeable to all involved.
27. There being no further items for discussion, on motion made and seconded, the meeting was adjourned at 5:45 PM

Respectfully Submitted,



Charles Tyler, Recording Secretary

## Minutes of MWPCA Board of Directors Meeting – Wachusett Mountain Ski Resort, September 24, 2014

1. The meeting was called to order by President Michael Foisy at about 1:15 P.M., and a quorum was established.  
The following were in attendance (voting members in italics):  
*Henry Albro, Thomas Azevedo, Tom Bienkiewicz, Michael Burke, Justin deMello, Lynn Foisy, Michael Foisy, Bob Greene, James Laliberte, Vinnie Melendez, Michael Moreau, Trina Picardi, Charles Tyler, Marcel Tremblay, Raymond Willis III.*
2. Minutes of the July 8, 2014 Board Meeting were presented for approval, and were approved with minor corrections by unanimous consent. Mr. Tyler will sign one set and forward them to Ms. Foisy for the record.
3. Trade Show review with comments and/or concerns.
  - a. 154 preregistered, but with walk-in attendance, total was 175 attendees to visit 53 vendors. The general consensus was that this was the best-attended trade show that MWPCA has held in several years
  - b. Several suggestions were made:
    - i. An Exit interview for vendors might help to pinpoint problems and improvements.

- ii. Some vendors voiced concern over the method of vendor placement in the showrooms – some wished for other locations, and there were some complaints about the space between direct competitors – need to ensure that like-vendors are spaced reasonably apart.
  - iii. Attendee list was discussed - NEWEA and WEF both furnish email addresses, etc, from attendees at their shows. It was decided that attendee lists will be furnished to participating vendors upon request, but the list will contain only names and facilities.
- 4. Association business / Executive Director report:
  - a. Transfer to new PC did not go smoothly, and, among other things, the financial report was delayed. New system is now in operation, so reports will be forthcoming.
  - b. Membership applications are “rolling in; numbers will be checked, and a second notice may be sent in early October if it seems necessary.
- 5. December Quarterly Meeting discussion:
  - a. Location still not decided between Bristol CC or Mansfield Holiday Inn, and also whether to repeat the “job fair” format. Ideas discussed included Rotating the career fair – perhaps having a western career fair as well; Hold career fair at a more logical time for students – mid-spring, for instance; Hold “career fair” separate from, but at the same time as the technical meeting;
  - b. Decision made to hold Quarterly Meeting with career Fair at Bristol CC, and invite industry vendors to attend career fair. We would like to schedule the meeting on December 10 or December 17; Tom Azevedo will check with Rob Rak at Bristol about the best time. DEP’s Dave Ferris will be invited to give an update on the “CMOM” regulations roll-out.
- 6. Committee Reports
  - a. Bylaws/Org Manual: a new draft of the organizational manual will be sent to the Board for review and comment, and after comments are addressed, draft org manual will be posted on line as a “living document,” subject to change as needed by Board approval.
  - b. Government Affairs: Steve McCurdy of DEP will be at the joint MWWCA/MWPCA meeting at Devens on 10/16, and SRF information will be available from him; Next legislative event will be held in March, topics for focus are now under development; Water Infrastructure Finance Bill includes a Commission at which MWPCA is assigned a seat – that position will need to be filled when the commission is formed, so the Board needs to be ready with a decision on whom it will appoint to the commission.
  - c. Public Outreach/public affairs: NEWEA school presentation “canned” program is available for borrowing and use, including handouts, Power Point, pre-developed curriculum, etc. – all are encouraged to take advantage of this material and perform public outreach.
  - d. Education Committee: Until a committee and a new Ed Coordinator are appointed, the entire Board will need to contribute to the effort. Vinnie Melendez again voiced his regret at having to resign, and the Board reassured him that we are grateful for his previous service and understand his need to vacate. Lynn Foisy is currently developing a schedule and needs ideas for classes. Suggestions included SOP-writing Class, as Marcel Tremblay has taught in the past; bio-microbial classes for operators; 1-day pressure sewer seminar by Henry Albro; possibly holding evening classes at Millbury to accommodate schedules of working operators who can’t get day times off for training.
- 7. Letter of support for Blue Center for Water Technologies. Rob Rak or Bristol CC has asked for letters of endorsement /participation from various entities and organizations, including MWPCA, in order to help secure a grant for the effort. On motion made and seconded, MWPCA participation was approved unanimously. Ray Willis will draft a letter before the grant deadline.
- 8. MWPCA 50th Anniversary: It is anticipated that activities will be planned for all during next year, but the culmination will be at the Trade Show location, since MWPCA was originally founded in the fall. Suggestions included: and “oldie” newsletter – using resources such as Jim Dostal, Frank Arnold, Fred Raphael; Change of menu/venue for trade fair, or perhaps offer a 50<sup>th</sup> anniversary Wachusett brewery tour or other activities.
- 9. New Business: It was reported that legislation has been crafted to eliminate the “windfall” Social Security deduction for municipal employees – Board members urged to be aware and ready to lend support if/when the legislation comes to fruition.
- 10. Adjournment by unanimous consent at about 2:40 PM.

Charles Tyler, Recording Secretary

