

**Massachusetts Water Pollution Control Association
Board of Directors Meeting
Wednesday, December 6, 2006
Taunton, MA**

MWPCA 1st Vice President Charles Tyler called the meeting to order. The following were in attendance:

Henry Albro, Tom Azevedo, Jane Brooks, Valerie Flaherty, Michael Foisy, Janice Moran (NEWEA), Mike Moreau, Bob Pariseau, Charles Tyler, Gene Valliere, and Raymond Willis.

Minutes:

- 1) **Minutes from September 27, 2006 Board of Directors Meeting** - A motion was duly made and seconded to accept the minutes of the September 27, 2006 Board of Directors Meeting.
- 2) **Minutes from November 8, 2006 Board of Directors Meeting** - A motion was duly made and seconded to accept the minutes of the November 8, 2006 Board of Directors Meeting.

Old Business:

- 1) **Trade Show Follow-up - It was reported that** Charlie Tyler and Henry Albro will continue to work on developing a one-page vendor flyer as previously agreed upon at the November 8, 2006 Board Meeting. The flyer will highlight exhibiting opportunities and survey results from the 2006 Fall Tradeshow in Westford, MA and will be distributed to vendors to solicit more responses for the 2007 Tradeshow.
- 2) **NEWEA Contract** - It was announced that the NEWEA Contract (October 2006 thru September 2007) was approved at the November 8, 2006 Board Meeting.
- 3) **Budget Committee** - The need to form a budget committee was discussed at the September 27, 2006 Board Meeting. Mike Moreau, Gene Valliere, Jane Brooks and Henry Albro offered to join the Budget Committee to work with John Connor. The committee will look into establishing improved informational and planning budget guidelines, so that the board is better informed and prepared to discuss financial issues impacting MWPCA.
- 4) **Newsletter - next issue** - The next issue of MASS Waters newsletter will be sent prior to the March Quarterly meeting and the deadline for articles is mid-January 2007. Henry Albro mentioned that his company's advertisement in the Fall 2006 newsletter was fuzzy looking. He will resubmit new artwork for the Winter 07 issue of the newsletter.

- 5) **Operator Exchange** - Mike Foisy reported that the 2007 Operator Exchange would take place with Connecticut and that he will be looking for candidates. Mike will submit an article for the winter newsletter encouraging people to participate in the program.
- 6) **Membership/Plant Directory** - The board will continue to move forward with the development and production of the membership/plant directory. Henry Albro reported that he will continue to rework the draft advertising numbers to increase revenue in order to offset the printing cost of the directory. Draft advertising numbers were presented at the November 8, 2006 Board Meeting. It was suggested that this item be further discussed at the next board meeting.
- 7) **Clean Water Trust Fund** - Charlie Tyler reported that he planned to attend a Clean Water Trust Fund Task Force meeting on 12/20, having missed the previous several meetings; he will try to keep the board updated as to the nature and progress of the effort.

New Business:

- 1) **MWPCA - driven course offerings** - A discussion was held regarding the feasibility of MWPCA offering independent training courses at the Millbury Training Center in Millbury, MA. Audio visual equipment is readily available and NEIWPC could be a potential co-sponsor. Potential training courses could cover topics such as; synthetic lubricants, bidding laws in Massachusetts, small engines, lab security, etc. Onsite training for centralized systems was also mentioned as a potential course. Mike Moreau volunteered to speak with George Hoyfelder, Barnstable County Board of Health, to set something up. Bob Pariseau announced that any additional training topics should be sent to him as he will be attending the next Training Advisory Committee (TAC) meeting on December 14th.
- 2) **NEWEA Annual Meeting Issues: Tuesday Luncheon Sponsorship** - It was announced that the association will again be co-sponsoring (with the other regional operator associations) the Operator's Day luncheon on Tuesday, January 23, 2007 at the NEWEA Annual Conference in Boston, MA.
 - B) Presidential room reservation - Tom Azevedo** inquired as to whether, as usual, the MWPCA should reserve a room for the President at the NEWEA Annual Conference in January. It was concluded that since the president, Joe Witts works for Hayes Pump, his company would probably pay for his room. It was decided that the board will reserve a room for Tuesday night only, in case any MWPCA members wish to stay after the Tuesday activities.
 - C) MWPCA Booth** - Mike Moreau volunteered to set-up the booth on Monday morning at the NEWEA Annual Conference in January. He also volunteered to have some of the yellowing booth documents such as the original newsletter laminated for preservation. It was also noted that the booth needs to be stocked with more membership applications and "MWPCA History" articles.

- 3) **Tee-Shirts/More Norton Shirts** - It was reported that the “Norton Classic” tee-shirt inventory may be low. Tom Azevedo and Henry Albro will try to determine the location of the art work so that more tee-shirts can be produced if needed.
- 4) **March Meeting Theme/Topics** - Ray Willis, Collection Systems Chair, offered to help Tom Azevedo put together some ideas for a Collections theme Quarterly Meeting in March 2007.
- 5) **Dates of 2007 Meetings** - A discussion regarding future meeting dates for 2007 was held. The following tentative schedule was drawn up:
 - February 7, 2007 - 2:00 PM BOD meeting at Millbury Training Center
 - March 21, 2007 - MWPCA Quarterly meeting at Westford Regency Hotel
 - April 25, 2007 - 2:00 PM BOD meeting at Millbury Training Center
 - June 13, 2007 - MWPCA Quarterly meeting at the Log Cabin, Easthampton
 - August 22, 2007 - 2:00 PM BOD meeting at Millbury Training Center -
 - September 19, 2007 - MWPCA Trade Show & meeting at Westford Regency
 - November 14, 2007 - 2:00 PM BOD meeting at Millbury Training Center
 - December 5, 2007 - MWPCA Quarterly meeting at Holiday Inn, Taunton

The June 13th and December 5th Quarterly meeting dates are still tentative. Tom Azevedo will confirm these dates and will report back.

- 6) **Other** -
 - A) **MWPCA Operator Day Mailing** - Bob Pariseau reported that the NEWEA office was assisting with the Operator Day Mailing and the flyers would be mailed out next week.
 - B) **MWPCA Laptop** - Jane Brooks mentioned that she is currently in possession of the MWPCA laptop computer and will be returning it. Mike Burke suggested locking it up in the MWPCA closet in Millbury, MA.
- 7) **Next Meeting** - It was reported that the next meeting would be held in Millbury, MA on February 7, 2007 at 2pm.

There being no further business, a motion was made and seconded to adjourn the meeting.