

**Massachusetts Water Pollution Control Association
Board of Directors Meeting
Wednesday, November 8, 2006
Millbury, MA**

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

Henry Albro, Michael Burke, Michael Foisy, Janice Moran (NEWEA), Mike Moreau, Joseph Pease, and Charles Tyler.

Old Business:

- 1) **Martha's Vineyard Specialty Seminar, October 4, 2006** - Mike Foisy reported that the Martha's Vineyard Specialty Seminar held on October 4, 2006 in Edgartown, Massachusetts was very well attended and everyone had a good time. He also suggested making this seminar a yearly event or offering a seminar on Nantucket, MA. Final attendance numbers are not available at this time and will be reported on at a future meeting. Mike Moreau and Mike Foisy volunteered to speak to Tom Azevedo about holding a seminar on Nantucket next year.
- 2) **Director Activity Reports** – Mike Moreau reported that he recently attended the Yankee Onsite Wastewater Association (YOWWA) meeting. YOWWA is just starting up and will be offering seminars and training programs to operators regarding onsite technologies. Mike has offered to be part of the YOWWA board of directors. He thought it might be a good idea to work together with this new association. Charlie Tyler mentioned the possibility of co-sponsoring workshops with YOWWA. Mike will keep the board updated on their status via emails and board reports.

New Business:

- 1) **NEWEA Contract Revisions** – A distribution copy of the proposed NEWEA contract (October 06 thru September 07) and administrative hours report were handed out for review. Charlie Tyler reported that the NEWEA contract had very few changes from last years contract. They include:
 - Contract dates changed to reflect the upcoming year, October 2006 – September 30, 2007.
 - Administrative hourly rates were increased \$3.00 per hour from last year due largely to increases in medical benefits and annual salary increases.
 - Added clause to allow MWPCA to adjust the monthly hourly estimate.

Charlie also mentioned that there are 38.5 hours left as of September 2006. These hours will be carried over and used in October 2006 so there will be no charge for the month of October. Billing will resume in November 2006.

Henry Albro recommended that the wording of item #2 in the contract be changed to reflect the following, "...This agreement may be extended for successive one year periods, by mutual consent in writing, with terms agreeable by both parties..."

Henry Albro move to amend item #2 on NEWEA contract as noted above to include "...successive one year periods..." and upon completion of revisions as noted; he requests that the President, Joseph Witts, sign the contract and to execute the contract with NEWEA.

On motion duly made and seconded (email proxy vote submitted by Robert Pariseau), it was voted to have the NEWEA contract recommended to President, Joseph Witts to execute with NEWEA.

2) NEWEA Task Assignments:

- A. Exhibitor Survey** – It was discussed and decided that it was not necessary to send another survey to the exhibitors from the Fall Trade Show held on September 26, 2006. Another survey at this time would be redundant.
- B. Vendor Mailing to Increase Participation at Tradeshows** - A discussion regarding how to increase the number of vendors at the Fall Tradeshow was held. It was decided that the 2006 Fall Tradeshow newsletter article should be reprinted as a one-page flyer and sent to vendors to solicit more responses for next years Tradeshow. The mailing would also include the Tradeshow survey results and an exhibit application for the 07 Tradeshow. Charlie Tyler volunteered to work on creating the one-page flyer from the Trade Show newsletter article. Mike Moreau and Henry Albro volunteered to look through the vendor list to create a mailing list. They will email a final list to NEWEA to mail out. The board also requested NEWEA to send a copy of the Fall 06 newsletters to vendors who participated in the 2006 Fall Tradeshow.

On motion duly made and seconded, it was voted to do a mailing to vendors immediately after the NEWEA Annual Conference in January 2007. The mailing would include a reprint of the Fall 06 Tradeshow Newsletter Article, Tradeshow survey results and an application to display at the 07 Fall Tradeshow.

- C. Directory** – Janice Moran, NEWEA, handed out a worksheet on directory printing estimates, potential advertisement revenue chart and a list of potential membership directory topics for discussion. The handouts were discussed and it was suggested that the back cover, inside back cover and inside front cover be included as potential advertising space and charged a higher rate. Henry Albro volunteered to rework the potential advertisement revenue chart to increase revenue to \$10,000.00 and include new rates for the back cover, inside back cover and inside front cover. It was also suggested to raise the advertising rates by an additional \$25.00 so that the advertising revenue would cover the printing cost. A decision

whether to move forward with a directory will be made at the December 6th Quarterly Meeting.

- D. **Other – Newsletter/Advertising** – Janice Moran, NEWEA, reported that the letters regarding advertising opportunities in MASSWaters newsletter would be sent to the vendor database at the end of November per the direction of the September 27th board meeting. She also reported that so far MWPCA has collected approximately \$3175.00 in advertisements for the 06-07 MASSWaters newsletter. The decision whether to print the newsletter in two colors will be made at the December 6th Quarterly Meeting.
- 3) **December Meeting Status** – It was reported that the December 6th Quarterly meeting flyer will be mailed as an insert in the Fall 06 newsletter to the membership tomorrow, November 9th.
- 4) **Other –**
- A) **Thank you Letter - Stockholm Jr. Water Prize Scholarship** – Mike Burke reported that a thank you letter was sent to Joe Witts from the NEWEA President, Phyllis Rand acknowledging MWPCA’s contribution to NEWEA’s Stockholm Jr. Water Prize Scholarship. Mike Burke volunteered to write an article to be included in the winter 07 newsletter.
- B) **Clean Water Trust Fund** – Charlie Tyler reported that there is a national effort underway to get a Clean Water Trust Fund set up by the Federal Government. There are many groups, such as NEWWA, Sierra Club and NEWEA working together to accomplish this goal. Charlie believes that MWPCA should be a part of this and he has signed up to attend the meetings. The next meeting is November 14th in Boston at 10am but he will be unable to attend. Henry Albro thought he might be able to attend in Charlie’s place. Charlie will keep the board updated and write an article to be included in the winter 07 newsletter.
- 5) **New Meeting** - It was reported that the next meeting would be held at the Quarterly Meeting in Taunton, MA on December 6, 2006.

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