

**Massachusetts Water Pollution Control Association  
Board of Directors Meeting  
Wednesday, March 18, 2009  
Westford, MA**

MWPCA President Charlie Tyler called the meeting to order. The following were in attendance.

Henry Albro, Tom Azevedo, Michael Burke, John Connor, Valerie Flaherty (Awards Committee Chair), Michael Foisy, Daniel Freitas, Janice Moran (NEWEA), Michael Moreau, Eric Smith, Charles Tyler, and Ray Willis.

It was noted that there was a quorum.

**Minutes:**

1. **Minutes from the February 18<sup>th</sup> Board of Directors Meeting – on motion duly made and seconded, it was voted to accept the minutes of the February 18, 2009 Board of Directors Meeting.**

**Old Business:**

1. **Meeting Planning Status -**

- **June Quarterly Meeting** - It was announced that the June Quarterly Meeting and Golf Tournament will be held on June 17, 2009 at the Wyckoff Country Club, Holyoke, MA. Dan Freitas is working closely with the Wyckoff facility to finalize details. Mike Foisy and Joe Witts will work with Tom Azevedo to finalize speakers for the quarterly meeting program.

John Connor announced that he has received 4 sponsorships and 4 golf foursomes so far for the June Golf Tournament. John will fax registrations to Dan Freitas. The board requested the NEWEA office send out email before the end of March to the membership advertising the tournament and quarterly meeting and to include an announcement in the Spring newsletter.

- **Fall 2009 Trade Show** - It was mentioned that the Fall 2009 Trade Show is scheduled to be held on September 30, 2009 at the Wachusett Mountain Resort, Princeton, MA. The first vendor registration mailing will be sent out in April with a reminder notice sent in July. John Connor will email the vendor datafile to the NEWEA office. The board also requested to use NEWEA's Annual Conference vendor list for the MWPCA vendor mailing.

Tom Azevedo, Henry Albro and Eric Smith will visit the Wachusett facility to view the meeting layout and will report back to the board by the next board meeting.

- **December Quarterly Meeting** - Tom Azevedo reported that he has received a hotel meeting package from the Holiday Inn in Mansfield, MA and has reviewed the information. Tom noted that lunch prices are higher than the Holiday inn in Taunton, MA but that the facility is in a convenient location for attendees. Tom will be conducting a site visit after today's board meeting and will give a report at the next board meeting. The hotel currently has December 9, 2009 available for the December Quarterly Meeting.
- **March Quarterly Meeting** - It was noted that the 2010 March Quarterly Meeting is tentatively set for March 24, 2010 at the Westford Regency in Westford, MA.

2. **NEWEA/MWPCA Specialty Conference at UBWPAD** - Charlie Tyler announced that the Joint NEWEA/MWPCA Plant Operations Technical Session and Tour would be held at the Upper Blackstone Water Pollution Abatement District (UBWPAD) on May 13, 2009 in Millbury, MA. The registration fee would be \$20.00 per person and NEWEA will be handling the registration for the event. Mike Foisy will work with the NEWEA office and the NEWEA Plant Operations Committee to finalize speaking presentations and meeting related logistics.

The event was announced at today's Quarterly Meeting and received a positive response from attendees.

3. **MWPCA Legal/Financial Status** - It was mentioned that this issue would be on hold till after April 15<sup>th</sup> (tax day). John Connor has contacted Triple Check, a financial tax consulting company to review MWPCA's financial records and to inquire about non-profit status.

Henry Albro suggested having someone from Triple Check available at a future board meeting so that all finance and non-profit status questions are answered.

4. **MWPCA Web Site** – Janice Moran (NEWEA) announced that the MWPCA website was currently up-to-date. Upcoming event registration flyers can be found on the Calendar page.

Mike Foisy suggested having a html flash banner on the MWPCA home page announcing important information or upcoming events. Janice Moran (NEWEA) will contact Amy Albro, website developer to further discuss and will report back at the next board meeting.

5. **Newsletter** – Janice Moran (NEWEA) announced that articles for the Spring MASSWaters newsletter are due Friday, April 10th.
6. **Training Advisory Committee** - Bob Pariseau was not in attendance. It was mentioned that Bob attended the Training Advisory Committee (TAC) meetings on December 9, 2008 and January 27, 2009. No further updated are available.
7. **Operator Exchange 2009** - It was mentioned that the 2009 Operator Exchange will be with Rhode Island. The board is currently looking for a Massachusetts participant. Dan Freitas and Mike Moreau have both volunteered to go to if no volunteer is found. Charlie Tyler also received a call from Phil Ryan, Haverhill who is willing to participate in the program again. A decision will be made at the next board meeting as to who will attend.
8. **MWPCA Caps & Tee Shirts** – Mike Foisy mentioned that he would like to purchase MWPCA bumper stickers and stoneware coffee mugs to be used for speaker gifts and raffle prizes. Bumper stickers would be a round window sticker, 4" made of vinyl with the MWPCA logo in gold with a dark blue background. The stoneware coffee mugs would have the MWPCA logo on one side and MWPCA on the other side.

**On motion duly made and seconded, it was voted to allow Mike Foisy to expend up to \$500.00 to purchase personalized coffee mugs and bumper stickers to be used for MWPCA speaker gifts and raffle prizes.**

9. **Decentralized Wastewater Plant Operations Committee** - Ray Willis handed out a revised committee charge for the Decentralized Wastewater Plant Operations Committee based on feedback from the February 18<sup>th</sup> board of directors meeting. Ray announced that the committee had its first meeting during lunch at today's quarterly meeting with Dave Boucher as the initial committee chair. Ray will prepare a report for the next board meeting on April 15<sup>th</sup> to include a committee roster and meeting minutes.

Ray Willis also inquired about MWPCA conference calling capabilities. It was mentioned that MWPCA does not have such capabilities but that NEWEA can assist. Conference call costs could be added to the monthly invoices that NEWEA currently generates for MWPCA office support. The NEWEA office was requested to send conference calling instruction to Ray Willis and Mike Moreau.

10. **MWPCA Election 2009** - Charlie Tyler mentioned that he had received biographical information and photos for most of the candidates for the flyer. The informational flyer will be included in the mailing with the ballot. It was also noted that Peter Doyle will mail election ballots after the March Quarterly meeting. Incumbent directors whose terms are expiring are: H. Albro, J. Connor, E. Smith, E. Valliere, and J. Witts.

It was noted that MWPCA member Joe Dupuis has indicated an interest, and Al Moles has inquired for details regarding the 13<sup>th</sup> Director position.

The NEWEA office was requested to send out an email highlighting the MWPCA election candidates and to encourage members to vote. Charlie Tyler will furnish the NEWEA office with information.

11. **Millbury Training Center Refurbishment** - Mike Foisy announced that Upper Blackstone WPAD did not need financial assistance from MWPCA for refurbishment of the men's facilities at the Richard Alden Training Facility in Millbury, MA.
12. **NEWEA Director Report** - No report available. Joe Witts not in attendance.

#### **New Business:**

1. **Awards Committee** - Valerie Flaherty, Awards Committee Chair reported that the Awards Committee met during lunch and is currently finalizing the Treatment Plant Award mailing. Valerie will be forwarding the information to the NEWEA office to be mailed out in early May. The Awards Committee is also looking for nominations for the John J. Hartley award and the Laboratory Proficiency award.
2. **NEWEA Membership** - Henry Albro reported that NEWEA's parent organization, WEF, was having some database issues and that some NEWEA members had received a incorrect renewal mailing.
3. **Thank You** - John Connor thanked Mike Foisy's wife for assisting at the registration table for today's quarterly meeting.
4. **Public Education** - Mike Burke mentioned that his company, United Water will be hosting a career fair with local High School students and they would like to do a small presentation at the June MWPCA Quarterly Meeting to promote this public education event. The board agreed to allow the presentation.

5. **2<sup>nd</sup> Vice President** - It was announced that the 2<sup>nd</sup> Vice President position will be unfilled after the MWPCA elections in June. Volunteers will be solicited from the sitting Board at the first Board meeting following the election.
6. **Audio Visual Equipment** - Mike Foisy reported that the audio visual equipment (LCD projector, microphone, laser pointer and wireless remote) need to be upgraded. NEWEA recently purchased new LCD projectors and wireless remotes for the office. Janice Moran (NEWEA) will forward the information to Mike Foisy for his review and consideration.

**On motion duly made and seconded, it was voted to allow Mike Foisy to expend up to \$2000.00 to purchase a LCD Projector, wireless remote, laser pointer and microphone to replace the outdated audio visual equipment currently being used at MWPCA quarterly meetings.**

7. **Next Meeting** – It was reported that the next Board of Directors' meeting will be held on **April 15, 2009 at 1:00pm in Millbury, MA.**

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