

**Massachusetts Water Pollution Control Association
Board of Directors Meeting
March 24, 2010
Westford Regency, Westford, MA**

MWPCA President Michael Foisy called the meeting to order. The following were in attendance.

Henry Albro, Jane Brooks, Mike Foisy, Dan Freitas, James Laliberte (NEIWPCC), Janice Moran (NEWEA), Mike Moreau, Eric Smith, Ray Willis and Joe Witts.

A quorum was noted.

Minutes:

1. **On motion duly made and seconded, it was voted to accept the minutes from the February 24th Board of Directors Meeting.**

Old Business:

1. **MWPCA Election 2010** – Mike Foisy reported that there are five incumbent directors whose terms are expiring. They include: T. Azevedo, M. Burke, M. Moreau, R. Pariseau, and E. Smith. Jim Laliberte, NEIWPCC expressed interest in a director position. It was also mentioned that R. Pariseau will not be running for another term on the board and that the position of Education Coordinator would be open. Vinnie Melendez expressed interest in the Education Coordinator position.

Anyone running for a director position must furnish biographical information and a photo for inclusion in an information flyer to be included in the ballot envelopes and newsletter by April 8. It was also noted that Peter Doyle will mail election ballots to the membership after the March Quarterly meeting.

The NEWEA office was requested to send out an email highlighting the MWPCA election candidates and to encourage members to vote.

2. **MWPCA Legal Financial Status** – Mike Foisy announced the tax returns should be completed by close of business today. Mike will contact Graham Shepherd, CPA to confirm. Graham Shepherd, CPA has been contracted to perform a 3-year audit for MWPCA to become compliant with the IRS and to figure out back taxes, tax exempt and non-profit status. It will cost \$5000. A \$2500 retainer has been paid. The remaining balance will be due upon completion.

3. **Meeting Planning Status -**

- **March Quarterly Meeting** – It was mentioned that approximately 135 registered for today's quarterly meeting. The meeting took place at the Westford Regency on March 24 in Westford, MA.
- **Golf Committee Update** – Joe Witts reported that the 2nd Annual Golf Tournament will be held at Juniper Hills, Northborough, MA on June 28, 2010. The golf committee comprised of: Joe Witts, Ray Willis, Michael Moreau, Dan Freitas and Eric Smith will be meeting after the board meeting to further discuss the budget, sponsorship, raffles and prizes. Eric Smith volunteered to contact a nearby hotel to set –up an overnight room block. NEWEA was asked to update the sponsorship letter and golf registration form and forward to Joe Witts for his approval.

Meeting Planning Status Continued -

- **June Quarterly Meeting** – Tom Azevedo not present. It was mentioned that the June meeting would be held on Wednesday, June 16, 2010 at the Log Cabin in Holyoke, MA. Tom Azevedo currently has two speakers committed. Potential speaker names should be forwarded to Tom for consideration.
 - **Fall 2010 Trade Show** - Tom Azevedo not present. The Fall 2010 Trade Show will be held on September 29, 2010 at the Wachusett Mountain Resort in Princeton, MA.
 - **December Quarterly Meeting** - Tom Azevedo not present. It was mentioned that the December Quarterly Meeting will be held on December 8, 2010 at the Holiday Inn in Mansfield, MA.
4. **Operations Challenge Practice Day** – Jane Brooks reported that the NEWEA Operations Challenge Practice Day will be held on April 30 at the Holyoke, MA WWTP (flyers handed out). MWPCA will be co-sponsoring the luncheon. Jane also mentioned that Massachusetts now has a team to compete at the NEWEA Spring Meeting in June.

On motion duly made and seconded, it was voted to allow Jane Brooks to expend up to \$350.00 to purchase food for the luncheon at the Operation Challenge Practice Day on April 30, 2010.

5. **Government Affairs Update** – Henry Albro announced that the NEWEA Congressional Briefing was held on March 16 in Washington, DC and it was well attended. NEWEA would like to have a delegation from each state participating and would like help from the MWPCA. Joe Witts mentioned that he is in the process of forming the MWPCA government affairs committee and recruiting members. He would like to hold a legislative breakfast in the Fall 2010 with MWWA assistance.
6. **New Membership Cards** – A discussion took place regarding the registration procedure for quarterly meetings and how to reduce the long registration lines. One option suggested was to use plastic membership cards with barcodes. As reported at the February 24, 2010 Board Meeting, Ray Willis mentioned that the cards, scanners, and software may cost upwards of \$1500. After further discussion, it was decided to further discuss the issue at the April board meeting.
7. **Management Training Program** – Jim Laliberte (NEIWPC) and Dan Freitas reported on the status of the Management Training Program, a new volunteer certificate program for wastewater management. This program, starting in fall 2010, will allow current operators the ability to move into supervisor and manager type positions. The management training committee consisting of: Jim Laliberte (NEIWPC), Dan Freitas, Tom Bienkiewicz (MA DEP), and Chuck Conway (NEIWPC) met last week to discuss the course outline (refer to course flyer handout).

The program, co-sponsored by MA DEP, MWPCA and NEIWPC, would consist of 20 or less participants, meeting one day a month for 6 hours of training. Training contact hours would be awarded. The program is scheduled to start in fall 2010 and would take one year to complete. The course fees have not been set but are estimated at \$500 per participant. The management training committee would like MWPCA's financial support and to help assist with teaching classes.

On motion duly made and seconded, it was voted to support the new Management Training Program as needed.

New Business:

1. **DOC Retirement** – Dan Freitas reported that he recently visited the State House to speak in front of the retirement committee. Dan spoke in support of moving DOC wastewater operator's retirement from group 1 to group 4. The retirement committee has not reached a decision. Dan will keep the board informed as to the outcome.
2. **Newsletter** – Janice Moran, NEWEA reported that articles for the spring issue of MASSWaters are due on Thursday, April 8, 2010. Ray Willis volunteered to write a summary of today's March quarterly meeting.
3. **NEWEA Planning Session** – Joe Witts and Henry Albro announced that NEWEA recently held a planning session, March 21-22 in Providence, RI and as a result, NEWEA is looking into creating a Utility Council for New England. NEWEA will be setting up a steering committee to see if a Utility Council would be feasible. They are currently looking for three participants from each state. There will be a conference call on Friday, April 2nd to discuss further. If you are interested or know someone, please contact Joe Witts or Henry Albro.
4. **Awards** – Mike Foisy announced that Valerie Flaherty may not be able to organize the awards for MWPCA this year due to work constraints. This topic will be discussed at the April board meeting.
5. **Next Meeting** – It was reported that the next Board of Directors' meeting will be held on **Wednesday, April 14, 2010 at 2pm at the Millbury Training Facility in Millbury, MA.**

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