

**New England Water Works Association
Board of Directors Meeting Minutes
December 19, 2012**

The New England Water Works Association Board of Directors held a meeting on December 19, 2012, at NEWWA's headquarters in Holliston, MA. President David Harris called the meeting to order at 2:50 p.m. Those present were David Kane, Michael Covellone, Gregory Leighton, Matt Pearson, David Harris, Sarah Pillsbury, Red Dufresne, John Storer, Mark Wetzel, David Polcari, Ken Booth, Carol Harris, Peter Pezanko, Philip Bilodeau, Louis Schoolcraft, Lisa Gove, and Ray Raposa (ex-officio and non-voting). NEWWA Director of Communications Kirsten King and Deputy Executive Director Ted Kenney were also in attendance.

Item #1 – Consent Agenda & Minutes of November 14, 2012.

1. Minutes of November 14, 2012.

1a. Recommendation to approve David M. Erickson Groundwater Award.

1b. Historical Landmark Award Nomination for the Waterworks Museum at Chestnut Hill, Boston, MA.

David Polcari motioned to accept the consent agenda. Louis Schoolcraft seconded. The motion was passed unanimously.

Item #2 – Old Business.

None

Item #3 – New Business.

Item #3a – Site Selection Committee - January 16, 2014 recommendation is the Red Hook Brewery in Portsmouth, NH.

The Site Selection Committee discussed where to hold the January 2014 Membership Meeting. The committee agreed to suggest the Red Hook Brewery in Portsmouth, NH.

Matt Pearson made a motion to hold the 2014 January Monthly Membership Meeting on January 16, 2014, at the Red Hook Brewery in Portsmouth, NH. Mark Wetzel seconded the motion. The motion was passed unanimously.

Item #4 – Treasurer's Report – Financial Update.

David Kane reported that the association has made approximately \$84,000 through October 2012 in net income, with \$37,000 through via the operating budget and \$47,000 through investments.

He also mentioned that the staff continues to work on the auditor's comments provided earlier in the year.

The annual conference made \$14,000 at the annual conference, which was close to budget.

He also mentioned that at the last board meeting it was noted that the association was consolidating bank accounts. The Investments Committee and treasurers met to discuss how to reduce the bank accounts. Money that was in a local DCU credit union is now going to an investment account at Citizens to be invested in stocks, bonds, and investment income.

Item #4a – October Financial Update and Statement.

For the month of October the training program brought in \$192,000 in revenue. The association is \$54,000 ahead of budget in training for YTD.

Under membership through October the association spent \$6,000 through mission sharing to MA and NH. VT has a request in and the other states have not submitted requests yet.

Matt Pearson motioned to accept the treasurer's report. Red Dufresne seconded the motion. The motion was passed unanimously.

Item #5 – AWWA Director's Report – Pat Connelly.

Item #5a – AWWA Director's Report.

Louis Schoolcraft provided the AWWA director's report from Pat Connelly written report. Pat was not able to attend today's meeting:

Update on AWWA Officer Elections

As reported in November (and listed in the November Board meeting minutes), the January AWWA Board of Directors meeting will elect the AWWA President-Elect, four new Vice Presidents, and one new Director-at-Large. John Donahue is the only candidate for President-Elect; there are seven candidates for Vice President (including NEWWA's Sean Osborne – currently a Director-at-Large); and there are three candidates for Director-at-Large.

Nominations for AWWA President-Elect (to be elected next year)

The following individuals are eligible to be nominated for AWWA President-Elect (for election to be held in January 2014):

- Peter Karalekas, Jr.
- Richard Drake
- Alan Silbovitz
- John Sullivan, Jr.
- Chris Hodgson
- Ken Johnson
- John Roberts
- Emerson Marvel
- Stephen Gorden
- Patrick Connelly
- Pamela Marchand
- Elisa Speranza
- Sean Osborne
- Paul Demit

AWWA White Paper on Fracking

AWWA will produce a "white paper" on fracking and concerns about its impacts on water resources by early January. AWWA's Tom Curtis and Adam Carpenter met in late November with the Environment Committee of the National League of Cities to discuss fracking in addition to WIFIA and water project finance.

End-of-Year AWWA Membership Discounts

AWWA is promoting an end-of-year discount for becoming an AWWA member. Join AWWA by December 31, 2012 for just \$99 (plus applicable Section dues) and you'll be entered in a drawing for a new iPad.

AWWA is also promoting membership by offering a “Membership Appreciation Coupon” to existing members, providing a 20% discount off your next purchase at the AWWA Bookstore.

Matt Pearson made a motion to accept the AWWA director’s report. Dave Polcari seconded. The motion was passed unanimously.

Item #6 - Executive Director and Staff Reports – November 12 –December 15, 2012.

Item #6a –Training – Ted Kenney.

Ted reported that the 12-week operator prequalification training has just come to an end. There were two sections of treatment and one of distribution with a total of 150 students. He said that the Mass. certification office feels that impact is already being felt from the courses through improved exam scores and skill sets.

Mark Wetzel noted that two of his operators took the course and had positive feedback about it.

There were 170 students in machine training for 2012, with the final courses finishing up in October.

The cross connection program remains busy and Nelson has scheduled classes into 2013. The surveyor class has been enhanced into a 3-day program with no prerequisite. There is also a 1-day intro course now.

The Lab Symposium is scheduled for March 7 in Holliston titled: “Making Sense of your Data in the 21st Century.”

The 15th annual Water Quality Symposium is on May 8, 2013 at the Doubletree Hotel in Milford, MA. It is titled: “Control of Microbials from Source to Tap” and is based around the revised Total Coliform Rule. Alan Roberson from AWWA is the keynote speaker followed by Kevin Reilly of U.S. EPA Region I.

The SWSC drinking water center courses will begin again in the spring. NH DES courses in Franklin are being scheduled. We are also continuing our partnership with CT AWWA.

There is also a lot of contract training for spring of 2013.

Item #6b – Communications and Grants – Kirsten.

Kirsten reported that the *Source*, along with the Sponsor Services calendar should be out by mid-January.

The Web site continues to run smoothly and with our social media efforts, we are almost up to 500 fans on Facebook.

The Public Relations Committee is meeting at Lantana regarding the Only Tap Water Delivers campaign and finalizing plans for 2013. We are also talking to RIWWA and some additional efforts that are being talked about in that state.

Kirsten will start planning on using our SDWA funds via one of our U.S. EPA grants on a climate change symposium.

Plans are also underway to conduct the MAWARN annual meeting.

The Publications Committee is also meeting at Lantana to discuss plans to digitize the Journal, join the EBSCO host service, and continue to make it available online.

The Security Committee is also meeting at Lantana to discuss a new course offering for 2013.

Item #6c – Ray’s Report Including Computer System Update and Other.

Ray reported that we are continuing our plans for the Q Upgrade to 4.6 from 3.11. We are also moving our server to the cloud. January 10 will be staff training day.

The Facilities Committee is working on a new first floor configuration to enhance the workability of the space and setup for staff. Tom Descoteaux from RH White and the Facilities Committee is taking the lead. The committee will be making a recommendation to the board when the regular budget comes forward in April.

The Program Committee is close to being done with program for the Spring Conference. It will go out at the end of January. They meet at the December meeting to finalize details. The December meeting pre registration is three hundred and six people.

The MCSSA funding is basically on hold except for staffing four DEP people. Services are not funded until further notice. The state will be sending us a contract amendment to just pay the four people, but it does not include any more services. This is on hold until Congress moves forward with a budget.

Michael Covellone made a motion to accept the executive director and staff reports. Matt Pearson seconded. The motion was passed unanimously.

Item #7 – Council Director Updates on Committee Actions – Council Directors.

Item #7a – Council Director’s Review – Committee Updates – Council Directors.
None.

Item #8 – Reminder of This Year’s Major Goals - (From President’s Plan).

- A) Let’s increase membership by adopting a “bring a friend or co-worker to meetings and conferences” and find more ways of giving more value to being a member. Encourage managers to do the same for young professionals at all levels and get them into the Mentor/Mentee Program.
- B) Continue to expand on the “Tap Water Delivers” Campaign to promote public awareness of the drinking water profession. Encourage more “self-promotion” of the real cost of clean water.
- C) Continue investigating and promoting the concept of a New England Water Foundation to see if there is support for such an endeavor.
- D) Work more closely and in conjunction with NEWEA and the Regional State Associations; see if we can work together on professional development programs etc.

Item #9 – Committee Reports.

Item #9a – Sustainability Committee Update – Ken Booth.

Ken reported that the committee met yesterday. They plan to take the next Congress on the road. They have another meeting in January and will finalize work on those plans. They also covered the topic of greening the association and are looking at how efficiently we can meld being sustainable into day-to-day operations.

They will also have a call between the Water Resources, Conservation, and Sustainability Committees to talk about common interests and partnering between the committees.

Item #9b – Strategic Planning Committee & Planning discussion, location and timing for FY14 – Carol Harris.
Carol updated the board on talks taking place at Planning Committee level about the planning process and time commitments of people.

The committee proposed a modification on how the planning process can be conducted this year. Instead of the May, July, October structure, they are proposing eliminating the May meeting and then holding a full 1-day meeting in July.

There was positive feedback from the board on going down to one day in July.

Matt Pearson made a motion to eliminate the May Council meeting and only hold the July Planning Session per the Planning Committee's suggestion. Louis Schoolcraft seconded the motion. The motion was passed unanimously.

Carol Harris, Ken Booth, and Dave Polcari volunteered for the Long-range ad-hoc Planning Committee.

Item #10 – Announcements and Meetings.

- a. Program Committee Dec 5th both at 8:30 am Conf. Call: 888-242-1836; Access Code: 2983912
- b. Membership Committee - 7:30 AM–8AM - Regis Room
- c. Program Committee - 7:30 AM–9 AM - Essex Room
- d. Small Systems Committee - 7:30 AM – 8 AM - Colony Room
- e. New Member Breakfast – 8 AM–9:30 AM - Regis Room
- f. Disinfection Committee – 8 AM–9 AM - Colony Room
- g. Publications Committee - 8:30 AM–9:30 AM - Main Ballroom
- h. Security and Emergency Preparedness Committee Meeting – 8 AM–8:30 AM - Main Ballroom
- i. Filtration Committee - 9:30 AM–11 AM - Main Ballroom
- j. YP Committee - 9:30 AM–10:30 AM - Regis Room
- k. Conservation Committee - 9:30 AM–10:30 AM - Colony Room
- l. PR Committee – 10 AM–11 AM - Essex Room
- m. Distribution and Storage Committee – 10 AM–11 AM - Main Ballroom
- n. Residuals Committee – 11 AM–12 PM - Colony Room
- o. Other

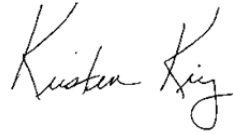
Item #11 – Adjourn.

Ken Booth motioned to adjourn and Lisa Gove seconded at 4:35 p.m. The motion passed unanimously.

Respectfully submitted,



Raymond J. Raposa
New England Water Works Association
Executive Director and Corporate Clerk



Kirsten King
New England Water Works Association
Director of Communications