



**CAWPCA  
Board of Directors  
Meeting  
2:00 PM – Wednesday, September 10, 2014  
The Mattabassett District – Conference Room  
245 Main Street  
Cromwell CT 06416**

**MINUTES**

Officers/Directors Present: President Tom Sgroi, Vice President Brian Armet, Treasurer Andrew Lord, Interim Secretary Sarah Voog, Marilyn Ozols, Robbie Marshall, Larry Murphy

**1. Call to Order**

President Tom Sgroi called the meeting to order at 2:05 PM.

**2. Approval of Minutes of Board Meeting held on August 14, 2014**

**Vote: Yes: Tom Sgroi, Brian Armet, Andrew Lord, Sarah Voog, Marilyn Ozols,  
Robbie Marshall**

**Abstain: Larry Murphy** (not present for minutes meeting)

**Motion Passed.**

**3. Treasurer's Report**

**a. Membership list**

Tom Sgroi said Jackie Rowe would work with her IT people to get a separate database for the CAWPCA members. He said the goal is to have continuous updates available and to print out a current status report prior to each BOD meeting. Sarah Voog said she would hold off on the list she was working on to confer with Jackie Rowe on what to do next.

**b. Financial Status**

Andrew Lord reported that there is currently \$5,573.10 in the fund balance. He noted that expenses were paid to Tom Sgroi for 2 - \$25.00 gift cards for the CWPAA event and Spring Workshop and Website costs of the following:

CAWPCA Domain name \$49.95/yr – Startup 8/21/14

Weebly Starter Website, \$49/yr website hosting fee – Startup 8/22/14

**4. On-going items**

**a. CAWPCA Website status**

Discussion was held regarding the new website, [www.cawpca.org](http://www.cawpca.org), which was launched to the public last week. The members commented on how well put together it is in such a short time. Tom Sgroi asked for any creative ideas for the site to be sent to him. He said he would start on a blog page for public comments. He noted that you can submit

an on-line membership form or workshop registration and emails are sent to Jackie Rowe, Sarah Voog and himself then payments are to be mailed following enrollment.

**b. Revenue enhancement status**

Discussion was held on creating a sponsorship tier program. Andrew Lord suggested looking to the Chamber of Commerce for a model. Andrew Lord and Brian Armet will work with some of the ideas presented and get something put together for an email blast with the “Save the Date” notice.

**c. Sponsorship participation – when should we roll out**

Brian Armet said the intention of the sponsorship program is to cover workshop expenses and increase the fund balance for the Association. Based on the revenue enhancement discussion held it was decided to get the sponsorship program ready to be implemented for the upcoming Fall Workshop.

**d. Annual CAWPCA award status (things to do)**

The Board nominated David Ignatowicz for the first Annual CAWPCA Presidential Excellence Award. Larry Murphy agreed to find the award to present. Sarah Voog offered to invite him, to get a picture of him and his bio for the Award.

**e. Legislative Advocacy status**

**i. HB5537 joint letter from CAWPCA and CWPAA**

The members reviewed the content of the response letter to DEEP regarding Public Act 14-321 and its Unintended Effects on Wastewater Facilities. By general consensus, the members agreed to coauthor the letter with the CWPAA.

**ii. Leg. Breakfast**

Tom Sgroi said DiPino Associates are working with Sid Holbrook to secure a date and time for the Legislative Breakfast.

**5. Final Planning fall workshop – November 14, 2014**

Confirm topics and speakers (see last meeting minutes)

The following is the agenda for the Fall Workshop:

8:00 – 9:00 Registration, Networking and Buffet Breakfast

9:00 – 9:15 Presidents Report

9:15 – 9:30 CAWPCA Award Presentation

9:30 – 10:00 CIRCA-Connecticut Institute for Resilience and Climate Adaptation

10:00 – 10:30 Milone & MacBroom, Coastal Resilience Related to Septic Systems

10:30 – 10:45 Break

10:45 – 11:45 Flashpoints (20 min each)

Plan of Conservation & Development

CDM Smith Phosphorus

GNHWPCA - Long Term Flow Monitoring, CSO Outfalls

11:45 – 12:00 CT DEEP Update

12:00 – 12:15 Member’s Forum

**6. Discuss vacant Board Member slots – Nominate an Associate Member from Murtha Cullina to maintain Jackie’s Role?**

Andrew Lord explained that Murtha Cullina actually founded the CAWPCA. He said they saw a need and went about establishing the Association back in 2003. Discussion was held and Murtha

Cullina will be contacted to discuss an Attorney to serve as an associate member on the CAWPCA Board.

**7. Code Advisory Committee (CAC) update**

Robbie Marshall said the next meeting for the DPH Subsurface Code Advisory Committee will be Tuesday, September 16, 2014 from 12:30 PM – 4:00 PM at the Portland Public Library, 20 Freestone Ave, Portland CT 06480.

Andrew Lord talked about the proposed Technical Standards for Subsurface Sewage Disposal revisions and the unintended ripple affect they will have on the coastal areas dealing with small lots. He plans to attend the September meeting where manufactures and representative of municipalities are expected to attend. The Association agreed, by general consensus, to send out a message of concern regarding the proposed revisions of the DPH Technical Standards that are slated to be approved for January 1, 2015.

**8. New items / other business**

Brian Armet said the Mattabassett District construction project is about 90% complete and gave details of the various aspects of the projects.

**9. Adjourn**

**Robbie Marshall made a motion to adjourn the meeting at 3:35 PM, 2<sup>nd</sup> by Sarah Voog. All in Favor. Meeting Adjourned.**

Respectfully Submitted By,

Sarah A. Voog  
CAWPCA Director/Interim Secretary