

**CAWPCA
Board of Directors
Meeting
2:00 p.m. – Thursday, August 6, 2015
The Mattabassett District – Conference Room
245 Main Street
Cromwell CT 06416
MINUTES**

Board Members Present: Brian Armet, Robbie Marshall, Tom Sgroi, Denis Cuevas, Joseph Schwartz, Marilyn Ozols, Sarah Voog, Jay Sheehan, Andrew Lord
Absent: Vincent Susco, Michael Criss

1. Call to Order

President Tom Sgroi called the meeting to order at 2:07 PM.

2. Approval of Minutes of Board Meeting held on March 11, 2015

Joseph Schwartz made a motion to approve the minutes as presented, 2nd by Brian Armet.

Vote: Yes: Brian Armet, Tom Sgroi, Denis Cuevas, Joseph Schwartz, Marilyn Ozols, Andrew Lord

Abstain: Jay Sheehan, Robbie Marshall, Sarah Voog (not present for minutes meeting)

Motion Passed.

3. Treasurer's Report

a. Membership list

Discussion was held on an email blast for blog topics/responses. Sarah Voog said there are people posting sewer related questions to a UCONN listserv that provides a blog format for the public works community. She said that the sewer questions go unanswered and that she would get information for the CT DPW listserv so those questions could be referred to the CAWPCA blog page.

b. Financial Status

Andrew Lord gave an updated Treasurer's Report. He noted that the beginning balance was \$13,940 and after paying expenses for the videographer (\$425.00), renewal of web services and gifts card reimbursement the current balance is \$13,395.

Sarah Voog made a motion to approve the Treasurer's Report as presented, 2nd by Jay Sheehan.

All in Favor. Motion Passed.

Andrew Lord indicated that it was brought to his attention that the by-laws provide for three one-year terms for officers and that he has exceeded that time. Discussion was held on modifying the by-laws or electing a new treasurer. No action was taken.

4. Board of Directors Terms

Tom Sgroi and Sarah Voog will work to update list.

5. Discuss Spring Workshop – workshop assessment

a. Format – Discussion was held.

b. Food

The Board members decided to keep the full breakfast and to offer beverages and cookies for the whole event.

c. Location (accommodations)

Discussion was held on holding the spring workshop closer to the shoreline. One suggestion was Water's Edge in Westbrook. No action was taken.

d. Video – Reviewed, No Action.

e. Topics

Potential 2016 spring topics discussed were Biosolids, Solar/Renewable Energy, Digestion, Inflow removal programs with panel and CMMS.

6. On-going items

a. Upcoming events

i. CAWPCA Workshop – Friday November 6, 2015 – Reviewed, No Action.

ii. CWPAA CT Manager Forum – Tuesday, Nov 17, 2015 – Reviewed, No Action.

iii. Wipes Workshop – Aubrey Strause, Thursday December 10, 2015 (possibly cosponsor)

Discussion was held on the role supposedly flushable wipes have in mechanical equipment breakdown and maintenance costs. Brian Armet commented that public education and consistent reminders are what helps reduce the volume.

b. Discuss purchase of CQ Roll Call for Legislative outreach in prep for next Legislative session

Discussion was held on the merit of the notification service and cost sharing with the CWPAA.

Jay Sheehan made a motion to move forward to approve the proposed \$2,000 expenditure for CQ Roll Call for 2016, 2nd by Andrew Lord.

All in Favor. Motion Passed.

c. Legislative Update / things to do?

A brief discussion was held, more discussion for the next meeting.

d. Code advisory committee status

Robbie Marshall passed out the agenda from the June 11, 2015 CAC Meeting and gave a brief summary of the discussion held. She noted that the general theme was onsite wastewater management.

e. Planning Fall CAWPCA Workshop (Fri, Nov 6th, 2015)

Comments from the 2015 Spring Workshop were to seat the whole room to provide adequate seating and raise the two screens higher for better sight line.

Discussion was held on the following topics and presentation duration.

- CAWPCA (5 mins)
- NEWEA (10 Mins)
- CWPAA (10 mins)
- Wipes Intro (Aubrey Strause) - 10 minutes

Technical Sessions (focus on smaller communities)

- Cape Cod (Tom to speak with Paul Niedzwiecki) 45 minutes
- WPCA 101 (Andrew Lord, including Sewer Assessments - Sarah Voog) 45 minutes
- Old Saybrook update (get ok from Stephen Mongillo/John Braccio) 15 minutes
- Clinton update (CDM) 15 minutes
- DEEP update (15 minutes)

f. Annual Dues Discussion

- **Suggest invoicing all communities annually**

Sarah Voog suggested invoicing the first week of June as it may initiate a July purchase order for membership renewal.

- **Suggest eliminating \$10 discount for members at workshop events (less to keep track of, simplify billing)**

By general consensus the members agreed to charge the same for all workshop attendees.

g. Website – paid two years ahead for www.cawpca.org

It was discussed that the url for the organization was paid for two years and that the host “Weebly” is a separate charge depending on the tier of features purchased.

7. Other events?

Discussion was held on a social event to promote networking and the growth of the organization. Ideas were explored, no decision was made.

8. Discuss annual CAWPCA award – blast email for Nominations (date for reminder)

The members discussed the Board’s three potential nominations.

Sarah Voog made a motion to nominate Vincent Susco for the Annual Presidential Award, 2nd by Joseph Schwartz.

All in Favor, Motion Passed.

9. New items / other business

Tom Sgroi said he would like to develop a calendar to track the various tasks and event planning that is standard each year.

The next meeting of the Board of Directors was set for 2 PM, September 10, 2015 at the Mattabassett District Conference Room. Denis Cuevas offered to host a BOD meeting at his facility.

10. Adjourn

Denis Cuevas made a motion to adjourn the meeting at 3:59 PM, 2nd by Marilyn Ozols. All in Favor. Meeting Adjourned.

Respectfully Submitted By,

Sarah A. Voog
CAWPCA Secretary