

Maine Board of Licensure of Water System Operators
Meeting Minutes

~ Friday, December 6, 2019 – 9:00 am ~

Maine Public Utilities Commission, Second Street, Hallowell, ME

Present:

- Brian Tarbuck – Chair, Professional Engineer Representative, Greater Augusta Utility District
- Mary Ellen Bowers – Vice Chair, NTNC Representative, Waterworks Management LLC
- Kerry Smart – Class II Representative, Alfred Water District
- Gregg Kidd – Educator Representative,
- Michael Abbott – Maine DHHS, Drinking Water Program; Director
- Jonathan Ziegra – Management Representative, Boothbay Region Water District

- Keith Levasseur – Class III Representative, Sanford Water District – (membership pending)

- Jim Jacobsen – Maine DHHS, Drinking Water Program; Licensing Coordinator
- Tina Lemieux – Maine DHHS, Drinking Water Program; Licensing Clerk

Guests:

- Nathan Saunders, DHHS-MeCDC, Field Inspection Team Manager
 - Willis Emmons, MRWA
 - Tera Pare, DHHS-MeCDC, Enforcement Coordinator
 - Margaret Machaiek, AAG
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Meeting called to order at **9:00 AM** by Brian Tarbuck.

1. Introduction of guests and board members
 - a. 6 members present, 2 DWP representatives, 5 guests

2. Public Comment
 - a. None

3. Agenda additions
 - a. None

4. Old Business
 - a. Approve minutes – August 23, 2019

Motion to approve meeting minutes from August 23, 2019.

1st: Greg Kidd 2nd: Kerry Smart Vote: Unanimous

- b. Financial report discussed with budget handout, SFY 20.
 - i. Financial report discussed by Mike Abbott.
 - ii. No changes since last meeting, August 23, 2019.

- c. PSI – testing location near Bangor
 - i. Tom Healy, PSI/ABC, identified a testing location near Bangor, Maine

- d. Review: 2017 Conflict of Interest document, adopted July 2017
 - i. Today's discussion may or may not involve board members.
- e. Board Appointments overdue
 - i. Mary Bowers, concerns over Board appointments approximately 1-year overdue, and no feedback from Governor's office.
 - ii. Mike Abbott, looking into hold up with Governor's office.

5. New Business

- a. Requests to the Board to extend 1-year examination / license requirement
 - i. Recent issues with license upgrade denials due to expired exam results (1-year).
 - 1. [Rule](#) (see Section 5, D, 2), Board has no authority to change the rule, and Board should make people aware of this requirement more proactively
 - a. Jim Jacobsen, tasked with making the 1-year expiration clearer on the webpage and to reach out to Tom Healy, ABC, about including the 1-year expiration in the directions of the ABC Exam Results.
 - b. Tera Pare and Margaret Machaiek, to examine current policy and possible changes to the wording of examination requirements for licensure.
 - c. Tabled until next meeting, February 7, 2020.
- b. Discussion w/ DWP's Nate Saunders re: findings DWP made relating to operators
 - i. Nathan Saunders, DWP, discussed report findings and need for better defined owner/operator responsibilities and expectations.
 - 1. Proposed hiring a consultant to evaluate all aspects of the issue and report to the Board.
 - 2. At this time, the Board and the Drinking Water Program can operate, govern, and enforce their perspective areas.
- c. Review complaint procedures
 - i. Complaint policy: [WOB Complaint Policy DLW.docx](#); Complaint timeline (visual): [WOB complaint procedure.pdf](#)
 - 1. Concluded that the complaint policy needs review at future quarterly meetings.
 - 2. Next meeting to begin reviewing complaint policy, Friday, February 7, 2020.

ADJOURN – **10:35 AM**

Motion to adjourn.

1st: Jonathan Ziegra 2nd: Kerry Smart Vote: Unanimous

***Next scheduled meeting: Friday, February 7, 2020**