

# Maine Board of Licensure of Water System Operators

## Meeting Minutes

~ Friday, December 4, 2020 – 9:00 am ~

Meeting via Zoom Conference

### Members Present:

- Brian Tarbuck – Chair, Professional Engineer Representative, Greater Augusta Utility District
- Mary Ellen Bowers – Vice Chair, NTNC Representative, Waterworks Management LLC
- Michael Abbott – Maine DHHS, Drinking Water Program; Director
- Gregory Kidd – Educator Representative, NEWWTA
- Keith Levasseur – Class III Representative, Sanford Water District
- Brian McBride – Class IV Representative, Kennebunk, Kennebunkport, and Wells

### Members Absent:

- Suzanne Yerina – VSWS Representative, CES, Inc.
- Jonathan Ziegler – Management Representative, Boothbay Region Water District
- Kerry Smart – Class II Representative, Alfred Water District

### Board Coordinator and Clerk:

- Nathan Saunders – Maine DHHS, Drinking Water Program; Interim Licensing Coordinator
- Tina Lemieux – Maine DHHS, Drinking Water Program; Licensing Clerk

### Guests:

- |                                                 |                        |
|-------------------------------------------------|------------------------|
| ▪ Margaret Machaiek, AAG                        | ▪ Kirsten Hebert, MRWA |
| ▪ Tera Pare, DHHS, Enforcement Coordinator      | ▪ Willis Emmons, MRWA  |
| ▪ David Welch, DHHS, Data Management Specialist | ▪ Cindy Wade, MWUA     |

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Meeting called to order at **9:01 AM** by Brian Tarbuck.

1. Introduction of Guests and Board Members
  - a. 6 members present, 3 members absent, 6 guests
2. Public Comment
  - a. None
3. Agenda Additions
  - a. None
4. Old Business
  - a. Approve minutes – October 2, 2020

❖ Motion to approve meeting minutes from October 2, 2020.

1<sup>st</sup>: Michael Abbott      2<sup>nd</sup>: Mary Bowers      Vote: 6 yea, 0 nay,      Unanimous

- b. Budget – David Welch
  - i. Discussed comparison of budget
    1. Comparison of budget, renewal TCHs, and revenue from beginning of October at last meeting to beginning of December.
    2. Results were of a relatively low number of processed renewals due to Covid-19 in 2020 justifying the extension of the 2020 deadline.

- c. Complaint –
  - i. BRANN-CPP, rcvd 9-29-20
    - 1. Notice of Complaint letter sent, 10-8-20
    - 2. Response to Notice of Complaint received, 11-10-20
  - ii. Board Action –

❖ Motion to draft letter of reprimand to Craig Winter, (Complaint, BRANN-CPP, rcvd 9-29-20)

1<sup>st</sup>: Greg Kidd                      2<sup>nd</sup>: Keith Levasseur                      Vote: 5 yea, 0 nay, 1 abstained

\*Mike Abbott abstained from vote.

5. New Business

- a. Set meeting schedule for 2021

|    |                 |                |
|----|-----------------|----------------|
| Q1 | Friday, 3/5/21  | 0900 - virtual |
| Q2 | Friday, 6/4/21  | 0900 - virtual |
| Q3 | Friday, 9/3/21  | 0900 - TBA     |
| Q4 | Friday, 12/3/21 | 0900 - TBA     |

- b. MRWA training next week – Brian Tarbuck
  - i. re: BLWSO/operations liability, 12:15-13:45, (Kyes Insurance/DWP/Tarbuck)
  - ii. Will discuss the BLWSO, purpose, plan, and mission.
- c. RULEMAKING in 2021 – update BLWSO rules for clarity
  - i. Clarify Operator licenses can have two disciplines – treatment / distribution
    - 1. VSWS – is considered a combined discipline of treatment and distribution
    - 2. A licensee with a license discipline of 3T only cannot oversee VSWS designated facility, they would also need a “distribution” discipline to satisfy the treatment and distribution requirement of that system, (i.e. VSWS or 3T3D).
    - 3. Board would like to make these designations clearer.
  - ii. October 2020 meeting reviewed Training Credit Hours (TCHs)
    - 1. Better definition of rules for renewals and TCHs
      - a. Specify cut-off date for TCHs received and applied to license renewals. (Oct – Dec)
      - b. TCH accrual, renewal times, and inflexible software

Motion to adjourn.

1<sup>st</sup>: Mike Abbott

2<sup>nd</sup>: Mary Bowers

Vote: 7 yea, 0 nay, Unanimous

ADJOURN – **10:00 AM**

**\*\*Next scheduled meeting: Friday, March 5, 2021**