

# Meeting of Maine Board of Licensure of Water System Operators

September 21, 2016

Greater Augusta Utilities District WWTP, Augusta, ME

Present:

- Gregory Kidd- Chair, Educator Representative, Northeast Water and Wastewater Training Associates
- Mike MacDonald, Vice Chair – VSWS Representative, Contract Operator, New England Utility Management Enterprises
- Mary Ellen Bowers – NTNC Representative, Waterworks Management LLC
- Jeffery Day- Class III Operator Representative, Lincoln Water District
- Jonathan Ziegler- Management Representative, Boothbay Water District
- Brian Tarbuck – Professional Engineer Representative, Greater Augusta Utility District
- Kerry Smart – Class II Representative, Alfred Water District
- Roger Crouse – Maine DHHS Representative, Maine Drinking Water Program
- Terry Trott – Licensing Officer, Maine DHHS, Drinking Water Program
- Julia Kimball- Board Clerk, Maine DHHS, Drinking Water Program
- Deanna White – Maine Attorney General’s Office

Absent: Brian McBride – Class IV Operator Representative, Kennebunk, Kennebunkport, and Wells

Guests: Kirsten Hebert- Maine Rural Water Association

- Tom Bahun- Maine Rural Water Association
- Cindy Wade- Maine Rural Water Association
- Leeann Hanson- Joint Environmental Training Coordinating Committee
- Barb Farrell- Maine Water Utilities Association

**Meeting called to order at 9:04 AM by Greg Kidd**

## **1. Review of Minutes**

Mike moved to accept minutes with correction of spelling

Minutes accepted by vote ( Jon abstained from voting)

## **2. Budget**

The budget subcommittee presented proposed budget changes for SFY18. A line was added for legal expenses and an amount of \$3000 was set aside for this expense. The Board discussed having a balanced budget. A carry over reserve fund will be decided on. A percentage instead of a fix number will be put into the budget for carry over reserve fund. The subcommittee will come back to the November meeting with a percentage.

### **3. Assigning a Hearing Officer in the administrative hearing of Edward Stuart**

Deanna spoke with Board about procedure of an administrative hearing. Board can appoint Board chair/member or neutral third party Assistant Attorney General to be hearing officer.

Jon motions to assign Attorney General's office for the administrative hearing as hearing officer.

Brian Tarbuck seconded

Motioned carried

Mary motions to hold administrative hearing at November 18<sup>th</sup> meeting.

Kerry 2<sup>nd</sup>

Motion carried

### **4. Review policy for training approval and relevancy**

Board Members heard from Maine Rural Water Association. MRWA brought an appeal before the Board to overturn the denial for approving First Aid and CPR training. In the past the Board did not feel these courses fit the Board definition of relevancy.

Kerry motions to let MRWA present case to approve first aid/CPR.

MRWA provided Board with the training course approval application and course abstract.

Greg opened up this time for discussion of the course. Tom Bahun presented Board with his reasoning as to why he felt this course did fit relevancy.

Greg motions to vote on approval of the first aid/CPR course brought forth by MRWA.

Jon 2<sup>nd</sup>.

Kerry, Mary, Roger and Mike vote to approve training

Greg, Brian Tarbuck and Jon vote against approving the training.

Jeff abstained.

Motion carries

Greg motions that any future appeals of training approval will come before the next board meeting.

Mike 2<sup>nd</sup>

Motion carries (Jeff abstained)

### **5. Online Renewal**

Online renewal is expected be ready this fall. An additional processing fee will be added to process online renewal.

Brian Tarbuck motions that applicant pay surcharge fee for renewal.

Jon 2<sup>nd</sup>

Motion carries

## **6. Paper exams**

Paper exams will be held in Presque Isle at the DEP office on November 15. Applications are due to Julia by October 7<sup>th</sup>.

Jon motions to explore 3<sup>rd</sup> party administering Drinking Water Operator paper exams in Presque Isle and for it not to exceed \$500.

Motion carries

## **7. 2017 meeting dates**

The 2017 proposed meeting dates were examined by the Board.

Mary motions to accept the dates for 2017

Kerry 2<sup>nd</sup>

Motion carries

## **8. ABC Conference**

The ABC annual conference will be held January 10-13, 2017. The Board will vote at the November 18<sup>th</sup> meeting of who they will be sending.

## **Adjourn – 12:15 PM**

Greg moved to adjourn

Jon 2<sup>nd</sup>

Motion carried by vote