

Atlantic Sates Rural water & Wastewater Association

BOARD OF DIRECTOR'S REGULAR MEETING

Tuesday, May 3, 2022~ 10:00 AM

CALL TO ORDER: Marty Cormier called the regular meeting to order at 10:02 AM.

ROLL CALL

Present: Members present were Jennifer Palmiotto (NRWA) Don Carver (Executive Director) Board members, Marty Cormier, Robert Wittenzellner, Pete Kasacek, Ted Donoghue, and Shelby Jackson- who arrived at 10:10 AM.

Absent: None

MINUTES

- a) T. Donoghue put forth a motion to approve the 2/16/22 regular meeting minutes as submitted. P. Kasacek seconded. All voted "aye" and the motion passed.
- b) T. Donoghue put forth a motion to approve the 4/5/22 regular meeting meetings as submitted. P. P.Kasacek seconded. All vote "aye" and the motion passed.

BUSINESS

- 1) **Public Request and or Comment:** None.
- 2) **Don Carver Executive Director:** M. Cormier began by stating that all training for the June 23rd conference has been signed off, including training submitted to both the CT DEPP and CT DPH. D. carver did invite EPA Region 1, along with some CT DPH, staff, but they will not be able to attend due to a prior engagement with EPA Region 3.
- 3) **ASWWA 2022 Event Update:** J. Palmiotto shared that we have 9 registrations and only 2 members, having signed up for the conference so far-one of which is T. Donoghue. The BOD must reach out to remembers and vendors to commit to the conference. The 90 minutes lunch break should be more than enough time to host the Annual Meeting, water tasting contest, conference and update from M, Cormier and D. Carver.
- 4) **ASRWWA Name Change Update:** M. Cormier spoke with the attorney out of Portland, ME and gave her the time line for the June conference as a potential deadline for knowing if we could do a name change at our Annual Meeting. It could happened but we are currently listed as a 1023 or 1024 with the Feds and it might make sense to dissolve ASRRWA and then reform under the new name. The cost to do this could be \$5,000
- 5) **Board Member's Request/ New Business:** None.

6) E-Commerce Squarespace Update: J. Palmiotto shared that C. Jones (NRWA) is starting to build the new website. The next step is make the purchase and management of Membership Works software. This would include data base management and the creation of a roster for all training. The cost would be \$348 per year and would auto renew each January, so our member's dues invoices would then be emailed out automatically.

Motion: T. Donoghue put forth a motion to allow for the purchase of the membership Works software- for \$348 annually. P. Kasacek seconded. All vote "aye" and the motion passed

7) Communication/Reports:

a) D. Carver shared that the meeting with staff from EPA1 and CT DPH went well. He has been impressed with M.Hage training and commitment to small systems. D. Carver asked the BOD about Suncoast training platform, as he has been wiring with Brian from Suncoast. Do we want to purchase the online training? We need to do a little more research with local states that may be using it. We also have to consider the certification process with CT DEEP and CT DPH. We would have to be the record keeper of all the trainings, which would mean storing paper. M. Hage does not have the time to do this. M. Cormier is concerned about how much time D. Carver can commit to this, as he time is stretched and he has other priorities. D. carver will put a little more effort and will report back to the BOD in June.

b) EPA/TAT position is not filled. M. Cormier stated this has to be filled soon D. Carver can only spend so much time looking for a potential candidate. J. Palmiotto suggested we advertise once again for this position. We need to find out what M. Hages's intentions may be after his contract ends. J. Palmiotto shared that there are certain deliverables with this program- which includes trainings and site visits. You can split this among numerous people or hire a FT person. Federally funded circuit riders wastewater cannot be split, and under this program the employee cannot be generating income. You would have to do the jobs separately. This programs requires a minimum of 200 hours and technical assistance a year. Have D. carver speak with M.Hage if he might consider splitting his position. S. Jackson might know of possible candidate too.

c) D. carver shared that R. Clary (NRWA) has approved of Jigger Patel to help out in B. Horn's absence for the entire month of May. We expect B. Horn to return by June 1st.

d) D. Johnson reported pushing the conference and that ASRWAA is pushing forward and that we are back on her site visits

8) Membership: D, Carver need to show members that we are moving forward and that we are back. J. Palmiotto shared that as of April 25th 20 systems members have renewed and 9 associate members have renewed. We still have a long way to go to get more renewals coming in.

9) Generating Revenue-CCRS: M. Cormier stated that right now we cannot make this happened like we should. There is not enough time to handle all that we have going on. D. Carver shared there are people contact us and wanting these done. Bobby Ray (RI RWAA) is helping to pick up the clack as he can, as R. Clary gave him the green light. He is charging \$125

for his service and ASRWWA will get \$75 for each CCR he completes. If we charge for CCR's we cannot have B. Horn or D. Johnson perform them, although B. Horn has completed a few CCRs but has not charged them

10) Financial Report: None.

11) Old Business: None.

13) Adjournment: Motion: P.Kasacek moved to adjourn at 11:21 AM. S. T. Donoghue seconded. All voted "aye: and the motion carried.