

Connecticut Rural Water & Wastewater Association

BOARD OF DIRECTOR'S REGULAR MEETING

Tuesday, October 4, 2022~ 10:00 AM

CALL TO ORDER: Marty Cormier called the regular meeting to order at 10:01 AM.

ROLL CALL

Present: Board members, Marty Cormier, (President), Pete Kasacek, (V.P.), Shelby Jackson (Treasure), Ted Donoghue, (Secretary), CTRWWA's Executive Director T.J. Clark, NRWA Members present were V. Steel (NRWA), Cheyenne Jones (PR & Communication Manger) Kaylyn Branen, and (Content & Communication Specialist) and Jennifer Palmiotto (NRWA) Todd Gilbert(NRWA).

Absent: Robert Wittenzellner

MINUTES

a) P. Kasacek put forth a motion to approve the 9/6/22 BOD's meeting minutes as submitted. T. Donoghue seconded. All voted "aye" and the motion passed.

BUSINESS

1) **Public Request and or Comment:** None.

2) **Executive Director Update:** T.J. Clark presented a recap of his first 30 days on the job and spent time becoming acclimated to his new position. He went to the Water Pro Conference- held in Maryland, and spent time with the national officers and reached out to other Executive Directors. He also met with the Rhode Island ED Jimmy Falco. He was working with C. Jones in finalizing the new website and worked with J. Palmiotto on the Membership Works software. He also updated contacts with CT DPH and will reach out to Lori Mathieu for a meeting, Mike Hage and M. Cormier will also participate in this upcoming meeting. He also went out with D. Johnson to Jewett City WWCF and would like to visit the Litchfield WWCF. He also spoke with the attorney- Laura Harts, about the work she has done so and the path forward as a standalone organization. T.J. announced the staff resignation of Matt Allen- whom was the source water specialist, his last day will be 10/14/22. They are closing in on the open EPA Circuit Rider position. Peter Kasacek did interview for the position and is in discussions with T.J. on whether he will accept the position that was offered to him

3) **CTRWWA Name Change Next Steps:**

- a) Website: C Jones shared the tentative date for startup is pushed to next week, 10/12/22.
- b) Email switch: This was supposed to go live this upcoming week.

c) Kaylyn Branen: Is looking for content for the next newsletter.

4) Board Member's Request/ New Business: None

5) Communication/Reports:

a) T.J, Clark updated the BODs at the start of the meeting, but added that the training scheduled has been developed and integrated with Membership Works.

b) EPA/TAT Grant: Source water QTR. Goals were met. The final report needs to be signed on Thursday and sent to CT DPH.

c) USDA Water Circuit Rider Program: Peter Kasacek is the final candidate and in negotiations with T.J.

d) USDA Wastewater Program: D. Johnson has scheduled PFAS trainings Hank Lawton will come down from MA RWWA will come down for a day for training as well.

e) EPA- No update.

f) CT DPH: No update.

6) Membership:

a) **Drive to promote growth:** J. Palmiotto had no update.

b) **Invoicing:** and T.J. Clark all invoices have gone out. We need to verify which systems are not members and who is the lead operator and or person in charge.

7) **Generating Revenue-CCRS:** No update.

8) Financial Report: No update from B. Churchman. T.J. Clark did speak with B. Churchman about funds for the federal programs. The BOD's need to know that the two loans are now being paid back and we need to grow revenue. T.J. spoke with other RD's about opportunities for this. This includes increasing membership, advertising on the website and our annual conferences. He will also meet with J. Palmiotto to brain storm as well, Jennifer added we have a good handle on who and how many are members, but we need accurate email addresses for Membership Works data base and renewal notices need to go to the top person in charge and is system based. M. Cormier added can we get email lists from CT DPH and the DEEP.

9) Old Business: V. Steel (NRWA) shared that T.J. is inviting to a 3 day training in Dallas in November- which he will be attending and next spoke about the formal transfer of oversight from NRWA to CTRWWA. One requirement of this transfer is that all BOD members must attend- or go through, a required training. T. Donoghue asked if all five BOD must attend and V. Steel stated "yes" but stated that in-person would be best but NRWA could be flexible he would like to set up a formal meeting on 10/7/22 to discuss this transfer, with T.J. Clark, M. Cormier, and T.

Donoghue to be present. He also pitched the idea of reach out to Beth Nesteriak, who was one of the candidates who interviewed form the Executive Director position. His thought is that she could be offered some consulting work to help fulfill some of the requirements for the EPA programs, as M. Hage has fulfilled about 1/3 of the deliverables. well as possibly helping with the EPA” Lead and Copper program that is being rolled out by the CT DPH

13) Adjournment: Motion: P.Kasacek moved to adjourn at 10:33 AM. T. Donoghue seconded. All voted “aye: and the motion carried.