



MEETING MINUTES
November 4, 2020 at 9:30

Members in Attendance: Dr. Janet Baldwin, Julia Forgue, Frank McLynch, Bill Patenaude, and Jon Schock

Others in Attendance: Jeff Chapdelaine, Narragansett
Eddie Davies, Quonset
Christina Hoefsmit, Esq. and Traci Pena, RIDEM

Due to COVID restrictions the meeting was held via Zoom.

The meeting was called to order at 9:32 a.m.

A roll call of Board members and members of the wastewater industry/public that were participating was performed (see above).

The Board reviewed the draft October 7th, 2020 meeting minutes.

After review, Mr. Schock motioned to approve the November 7th, 2020 meeting minutes. Mr. Patenaude seconded the motion. The motion passed with the following roll call: Mr. Schock, Ms. Forgue, Mr. Patenaude and Mr. McLynch voting in favor. Dr. Baldwin abstained as she was not present at the October 7th meeting.

The next item discussed was an application review for Jeff Chapdelaine. On March 13th Mr. Chapdelaine applied for the April exam. Due to COVID-19, the Board cancelled the April exams. On May 4th, Mrs. Pena emailed applicants of the cancelled April exam giving them two options: To be refunded or for the Board to hold the application for the August exam and retain the fee. Mr. Chapdelaine chose option #2. On August 6th, the Board issued Mr. Chapdelaine a letter stating that at that time, he did not yet possess a full Grade 3. As such, he would be ineligible to sit for the Grade 4 examination but may be eligible after November 10th (when he attains a full Grade 3, assuming he maintains in a position in DRC). The April/August application was then closed with the offering of the August exams. During the application period for the November exams, Mr. Chapdelaine did not submit an application. Mr. Chapdelaine also had a change of address and did not notify the Board, as required within 30 days, so there was a question as if he received the Board's denial for the August exams, which included the November 10th date for the Grade 3 license. Procedurally, Mr. Patenaude noted that the Board requires a new application for each examination so that there exists a record and attestation of the applicant's most-recent experiential information.

Mr. Schock recused himself from the discussion and vote as the town of South Kingstown and Narragansett are regional partners. He then left the Zoom meeting. As Mr. Patenaude had presented the facts from the Board's perspective, he asked Mrs. Hoefsmit to moderate subsequent discussion on this matter.

After discussion, Dr. Baldwin motioned to accept Mr. Chapdelaine's April application for use for the November exam. Mr. McLynch seconded the motion. Mr. Patenaude voted nay. All other eligible members voted in approval. As such, the motion passed.

Mr. Shock then returned to the meeting.

The next discussion was an update on the November examinations. The November exams would be held on the 17th (Grades 1, 3, and 4) and 18th (Grade 2). At the time of the meeting, there were 32 applicants. Ms. Pena noted that the exams will be held at the Foundry building in Room 280, Room 300, and the cafeteria. Applicants will be told to wear masks, practice social distancing and be provided hand sanitizer, etc. They will also need to sign a COVID affidavit form.

Next, the Board reviewed the Regulations revisions. Mr. Patenaude reviewed the recommended changes of the draft Regulations.

The Board also reviewed Mrs. Hoefsmit's advisory regarding the Board's legal authority to allow subsets of maintenance technicians to sit for the Grade 3 exam.

Another addition to the Regulations would be to add guidelines for exam reviews.

Mr. Patenaude encouraged the Board to take another look at the Regulations and would like to vote on the changes at the December meeting.

The next item was discussion the basic wastewater operator course. NEIWPC cancelled the fall 2020 course due to low enrollment. As a result, RICWA had planned a Grade 1 review on November 10th and 12th. RICWA also notified the Board that they are interested in administering the course in the future to prevent such cancelations and will present a proposal to the Board at the next meeting.

Next to be discussed were Training Course approvals. During discussion, two Board members had to leave the meeting (Dr. Baldwin and Mr. McLynch). As such, there was not quorum and no further votes could be taken.

As there was no quorum there was consensus to end the meeting at 10:30 a.m.

The next meeting is scheduled for Wednesday, December 2, 2020 at 9:30 a.m. and will be held via Zoom teleconference.