



**BOARD OF CERTIFICATION OF OPERATORS  
OF WASTEWATER TREATMENT FACILITIES**

Meeting Minutes: Wednesday, September 7, 2016

**Members in Attendance:** Janet Baldwin, Paul Desrosiers, Julia Forgue, Fred Kurdziel, Bill Patenaude and Jon Schock

**Others in Attendance:** Scott Duerr, Westerly WWTF and David Gaipo, Regional Manager – Suez  
José DaSilva, Bristol WWTF and James Dymont, Beta  
Christina Hoefsmit, Esq., RIDEM  
Traci Pena, Alex Pinto and Matt Puglia, RIDEM

The meeting was called to order at 9:30 a.m.

First to be discussed were the draft August 3, 2016 meeting minutes

**Mr. Desrosiers motioned to approve the minutes as amended. Mr. Kurdziel seconded the motion. The motion passed with all eligible members voting in favor. Ms. Forgue and Mr. Schock abstained as they were not at the August meeting.**

**Per §42-46-4 and §42-46-5(a)(4), Mr. Patenaude motioned to convene into executive session to discuss issues regarding Rhode Island wastewater treatment operator related to possible civil or criminal misconduct. Mr. Schock seconded the motion. The motion passed with the following roll call: Mr. Patenaude, Mr. Kurdziel, Mr. Desrosiers, Dr. Baldwin, Ms. Forgue and Mr. Schock voting in the affirmative.**

**Mr. Desrosiers motioned to approve the Executive session minutes of the August 3, 2016 meeting minutes, as amended. Dr. Baldwin seconded the motion. The motion passed will all eligible members voting in favor. Mr. Patenaude abstained from the vote as he was not present during the entire executive session. Ms. Forgue and Mr. Schock abstained as they were not present at the August meeting.**

**After discussion, Mr. Schock motioned to send an individual a letter of reprimand, and requiring the submission of a Standard Operating Procedure (SOP) for promptly reporting permit violations to RIDEM. Submission of the SOP to be within thirty (30) days of receipt of the letter. If the SOP is not received within 30 days, further disciplinary action will be necessary. The letter of reprimand to remain in the individual's file for five (5) years, after which the individual could request its removal from the file. Also, the individual would be advised that any subsequent violations of the WWTF Operators Regulations may result in progressive disciplinary actions. Mr. Desrosiers seconded the vote all members voted in approval, as such the motion passed, with the following roll call: Mr. Kurdziel, Mr. Desrosiers, Dr. Baldwin, Ms. Forgue and Mr. Schock voting in the affirmative.**

After discussion, Mr. Desrosiers motioned to send a second individual a letter of reprimand, requiring a review and update of their Standard Operating Procedure (SOP) to include the importance of prompt reporting of permit violations to RIDEM. Submission of the SOP to RIDEM within thirty (30) days of receipt of the letter. If the SOP is not received within 30 days, further disciplinary action will be necessary. The letter of reprimand to remain in the second individual's file for five (5) years, after which the second individual could request its removal from their file. Also, the second individual would be advised that any subsequent violations of the WWTF Operators Regulations may result in progressive disciplinary actions. Mr. Schock seconded the vote all members voted in approval, as such the motion passed, with the following roll call: Mr. Kurdziel, Mr. Desrosiers, Dr. Baldwin, Ms. Forgue and Mr. Schock voting in the affirmative.

Mr. Desrosiers motioned to accept the draft executive session meeting minutes from the June 1, 2016 meeting. Ms. Forgue seconded. All members in attendance voted in favor, as such the motion passed.

Mr. Patenaude motioned to seal the September 7, 2016 executive session meeting minutes. Ms. Forgue seconded the motion. The motion passed with all present voting in the affirmative.

Mr. Patenaude motioned to resume the meeting into open session. Ms. Forgue seconded the motion. The motion passed with all present voting in the affirmative.

Next to be discussed was an application from Mr. Randall Carreras. Mr. Carreras is seeking Grade 2 reciprocity from the State of Georgia. Mr. Carreras has a Class 3 license in Georgia, which is equivalent to the RI Grade 2.

After review, Mr. Schock motioned to issue Mr. Carreras a Grade 2 license through reciprocity. Ms. Forgue seconded the motion. All members present voted in favor, as such the motion passed.

Mr. Patenaude left the meeting at 11:10.

The next item to be discussed were training course approvals.

Mr. Schock motioned to approve the NEWEEA: Wastewater Collection Systems Specialty Conference for 5 TCHs. Ms. Forgue seconded. The motion passed with all members present voting in favor.

The next course offered by The Trust: Loss Prevention & Services will be put on hold. The Board would like an outline of the courses that are being offered.

Dr. Baldwin motioned to adjourn, Mr. Schock seconded. All members present voted in favor, as such the motion passed.

The next meeting is scheduled for Wednesday, October 5, 2016 at 9:30 at the RIDEM – Office of Water Resources, Room 280 located at 235 Promenade St., Providence, RI 02908.