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**MIKE KENNEALY**  
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**Commonwealth of Massachusetts**  
**Division of Occupational Licensure**  
**Board of Certification of Operators of Drinking Water**  
**Supply Facilities**  
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**LAYLA R. D'EMILIA**  
COMMISSIONER, DIVISION OF  
OCCUPATIONAL LICENSURE

## Board of Certification of Operators of Drinking Water Facilities

### MINUTES OF MEETING HELD June 3, 2022

All board members and staff appeared by videoconference.

MEMBERS	APPOINTMENT	PRESENT	ABSENT
Mr. Michael Maynard	Chairman	X	
Mr. William Salomaa	Vice Chairman	X	
Mr. Blake Lukis	Member	X	
Mr. Dave Coppes	Member	X	
Mr. Andrew Reid	Member		X
Ms. Ruth Alfasso	Member		X
Mass. Labor Representative	Vacant		
STAFF	POSITION		
Lynn Read	Board Counsel	X	
Mary McCarthy-Collins	Executive Director	X	
Aashna Alim	Office Admin	X	

#### **MEETING CALL TO ORDER: at 10:00 A.M.**

#### **APPROVAL OF PREVIOUS MEETING MINUTES:**

- A MOTION was made by Member Coppes and seconded by Member Lukis to accept the March 4, 2022, Open Meeting Minutes. Roll Call Board Vote: – Unanimous – Coppes, Lukis, Maynard, Salomaa in favor.

#### **DPL UPDATE:**

- Executive Director McCarthy-Collins brought forward potential dates to change the July meeting dates. It was decided the July meeting would be held on 7/22/22.
- After discussion with Ms. Read, a MOTION was made by Member Coppes and seconded by Member Salomaa to adopt the Attorney General's Remote Open Meeting Procedures, 940 Code Mass. Regs. 29.10. Roll Call Board Vote: – Unanimous – Coppes, Lukis, Maynard, Salomaa in favor.



- Ethics Review: Discussed by Counsel Read/ Conflict of Interest and Required Disclosures.

### **DISCUSSION:**

- Review Policy 94-01 on TCH- Comments  
Board Counsel Read edited Member Lukis' comments. Member Coppes added to Section IX (5) on blanket approval. A remote learning plan would be needed to be submitted to the Board.  
A MOTION was made by Member Coppes to approve as amended, subject to Board Counsel's approval, seconded by Member Lukis. Roll Call Board Vote: – Unanimous – Coppes, Lukis, Maynard, Salomaa in favor.
- Reviewed Contract Operators PowerPoint presentation from April Board Meeting  
Discussion points included (slide 4-6).
  - VSS experience should be count toward D1/T1 licensing requirements
  - Contract Operations play a valuable role in providing services to small systems
  - Board needs a standardized format for accepting experience for small systems/ research needed
  - Regulatory comments by MWWA should be presented when DOL holds Public Comment Period for changes to 236 CMR.
  - Operators can only receive experience credit (on licensing application) for a maximum of 2000 hours worked per year.
  - Application should include a "Skills Checklist" which could also factor in the proficiency of operator.

Chairman Maynard will reach out to other states to see if they have a template for a skills checklist.

### **RECIPROCITY:**

- No reciprocity applications received but 4 license verifications of MA license holders were received. Chairman Maynard worked on them with assistance from Ms. Alim.

### **TRAINING CONTACT HOUR APPLICATIONS:**

<b>Organization/Course</b>	<b>Course ID#</b>	<b>TCHs</b>
NEWWA: 2022 Water Quality Symposium	DWT-2022-29-Covid19-29	3
Bristol Community College: Risk Assessment and Management Resiliency Planning, and Emergency Preparedness	DWT-2022-30-Covid19-30	2
Mueller Company: Maintenance and Installation of Fire Hydrants	DWT-2022-31-COVID19-31	5
MA Office of Inspector General: Public Contracting Overview	DWT-2022-32-COVID19-32	2
MA Office of Inspector General: Supplies and Services Contracting	DWT-2022-33-COVID19-33	2
MA Office of Inspector General: MCPPO – Designation Renewal	DWT-2022-34-COVID19-34	2
MA Office of Inspector General: Design and Construction Contracting	DWT-2022-35-COVID19-35	2

### **TEMPORARY EMERGENCY CERTIFICATE & PROVISIONAL CERTIFICATE STATUS (COVID-19): None**

**ITEMS NOT REASONABLY ANTICIPATED BY BOARD: None**

**PUBLIC PARTICIPATION: No Public comments were offered.**

**APPLICATION REVIEW:**

Last Name	First Name	Applying for	Outcome
Martinelli	Paul	T1-Full upgrade	Approved
Costa	Thomas	T1-Full upgrade	Approved
Costa	Thomas	D1-Full upgrade	Approved
Ritchie	James	D4-Full	Approved
Hanlon	Christopher	D2-Full	Approved
Baker	Jeremy	D1-Full	Approved
O'Loughlin	Thomas	T2-Full upgrade	Approved
Pimentel	Jose	T3-Full upgrade	Approved
Henderson	Ian	T3-Full upgrade	Approved
Caira	Maria	D3-Full	Approved
Menard	Randy	T2-Full	Approved
Ferreira	Jacquelyn	T1-Full	Approved
Costello	Richard	T1-Full upgrade	Approved
Johnson	Curtley	T2-Full upgrade	Approved
Cardinal	Nathan	D1-Full	Approved
Ruel	Joseph	T1-Full	Approved for OIT
Chin	Maya	T2-Full	Approved
Sullivan	Sean	D1-Full	Approved for OIT
Torelli	Julie	T4-Full	Approved
Greenleaf	Elizabeth	VSS-Full	Approved
Jones	Christina	T1-Full	Approved
Yazwinski	Stanley	D1-Full upgrade	Approved
Yazwinski	Stanley	T1-Full upgrade	Approved

\*Member Coppes recuses himself from any MWRA license applications.

\*\*Member Lukis recuses himself from any Dedham-Westwood Water District license applications

\*\*\*Member Reid recuses himself from any Chelmsford Water District license applications.

A MOTION was made by Member Coppes and Member Lukis to approve licenses indicated in the above chart. Roll Call Board Vote: – Unanimous – Coppes, Lukis, Maynard, Salomaa in favor. Chair Maynard thanked Ms. Alfasso for her help in reviewing the applications.

**Adjournment**

MOTION: To adjourn was made by Member Lukis and seconded by Member Coppes. Roll Call Board Vote: – Unanimous –Coppes, Lukis, Maynard, Salomaa In Favor.

The meeting was adjourned at or around 11:02 a.m.

Respectfully Submitted By:

*Michael J Maynard*

Michael J. Maynard, Chair  
Board of Drinking Water & Supply Facility Operators

**Documents Used in Meeting:**

Agenda for June 3, 2022

Draft Minutes of Open Meeting March 4, 2022

Policy on TCHs – Update Remote & BDL Comments

Contract Operations April 1, 2022 Presentation