

Minutes of the 01-14-08 VT WARN Leadership Team Meeting

Water Supply Division Conference Room, Waterbury

Attendees: Elizabeth Hunt, Heather Young, Phil Acebo, Shaun Fielder, Ed Savage, Peter Coffey, Dick Pratt, Tom Clark, Mike Mandigo

Handouts: Agenda, Minutes from last meeting

Action Items (To-Do's)

Phil Acebo--Contact Gordon Reynolds (VTC) regarding website discussion at next VTWARN meeting and having the meeting at VTC.

Dick Pratt/VRWA---Contact potential VTWARN Leadership Team Members from Region B.

Heather Young—E-mail revised (9/07) AWWA WARN Mutual Aid Agreement template to VTWARN Leadership Team Members.

Elizabeth Hunt--“Public Records Law” issues of information/data on the VTWARN website.

VTWARN Leadership Team –Consider timelines to be established for VTWARN development projects, such as website.

Activities and Discussion:

No contact from Ed Gilman, West Rutland Water.

Announcements from Chair:

ANR attorney is looking over VTWARN Mutual Aid Agreement. Based on this internal review, there were concerns about worker's compensation/insurance. This matter should be discussed in the near future.

Dominic Cloud, VLCT attorney, is available to do the initial legal Mutual Aid Agreement Draft review; however, VLCT needs VTWARN member (municipality) to initiate the review. If necessary, WSD can utilize state security funds to cover VLCT legal review.

Ed Savage spoke with Jessica Hill (GMWEA/VLCT) regarding VTWARN legal review, but did not have enough information to initiate review.

Dick Pratt reported that the CWD attorney is reviewing the VTWARN Mutual Aid Agreement Draft.

Elizabeth Hunt will be attending the AWWA WARN Chair Meeting in Denver this week..

Peter Coffey announced positive feedback at LEPC meetings regarding VTWARN. He distributed VTWARN brochures at the meetings.

Mike Mandigo would like to form mutual aid/assistance agreements with similar water systems—from the filtration technology standpoint.

Website Update/Discussion:

Gordon Reynolds (VTC)—could not attend today's meeting.

Phil Acebo will contact Gordon to attend next WARN meeting, as well as, to request for VTC hosting next VTWARN meeting.

Concerns about website development- Elizabeth to look into in the public records law as it relates to information/data on the VTWARN website.

Ed Savage mentioned that Andy Fish (GMWEA) is interested in VTWARN. He would like an electronic list of all water and wastewater systems.

Administrative costs will be a factor into running the VTWARN website. And, it is important to keep the VTWARN website as simple, as possible.

Ed Savage mentioned we need a "VTWARN Master Plan" package to show utilities—in order to increase awareness and to sell the concept.

VTWARN/Mutual Aid Assistance presentations/roundtable discussion scheduled for upcoming VRWA and GMWEA Spring '08 meetings/conferences.