



STATE OF RHODE ISLAND  
BOARD OF CERTIFICATION OF OPERATORS OF WASTEWATER TREATMENT FACILITIES

c/o RI DEM Office of Water Resources, 235 Promenade Street, Providence, Rhode Island 02908

**MEETING MINUTES  
AUGUST 4, 2021 AT 9:30 A.M.**

**MEMBERS IN ATTENDANCE:** Brenda Cheaye, Paul Desrosiers, Frank McLynch, Bill Patenaude, Jon Schock and CJ Spellman

**OTHERS IN ATTENDANCE:** Christina Hoefsmit, Esq, Traci Pena and Matt Puglia, RIDEM

Mr. Patenaude called the meeting to order at 9:30 a.m.

Mr. Patenaude welcomed all Board members, especially the newly appointed, back to a meeting in person at DEM's headquarters.

The first order of business was the review of the draft June 22, 2021 meeting minutes.

**After review, Mr. Schock motioned to approve the June 22, 2021 meeting minutes as amended. Mr. Desrosiers seconded the motion. The motion passed with the following roll call: Ms. Cheaye, Mr. Schock, Mr. Spellman, and Mr. Patenaude voting in the affirmative. Mr. McLynch abstained as he was not present at the June 22, 2021 meeting.**

The next item discussed was the draft Regulations. The Board reviewed a Fiscal Note for the proposed Regulations to change the renewal late fee from \$50.00 to \$25.00. The Board estimated that based on assumptions there would be a loss to the RI General Fund of about \$550.00 every two years.

The Board also reviewed an email from Kathy Perez, Superintendent of the South Kingstown WWTF, regarding the draft Regulations and the ability for lab technicians to only sit for the Grade 3 examination. The comment will be reviewed in more detail once the comment period ends on midnight, August 15, 2021.

Ms. Hoefsmit provided another overview of the promulgation process.

Next to be discussed was the Application for Certification. The Board reviewed the application and provided comments.

On a related note, the Board received 19 applications for the August 2021 exam of those more than half were deficient. Mr. Patenaude will include a discussion of application submittals at the next wastewater manager's meeting on September 2. Ms. Cheaye suggested providing a tutorial as well. A future determination will need to be made with what to do with the deficient applications. Mr. Puglia suggested adding a version number on the announcement. There was general consensus that there needs to be accountability on the part of the applicant and superintendents, who are signing the applications.

Mr. Patenaude noted that based on the low number of applicants (as is usually the case in August exams) the upcoming exams will be held on one day, Tuesday, August 24, 2021, in DEM's Room 300. Pending future COVID guidelines, things may need to be adjusted.

Boot camp will start in October 2021 and includes 21 students.

The RICWA Trade Show and Luncheon will be held on September 2, 2021 at the Harbor Lights in Warwick.

Mr. Patenaude also contacted individuals to see if they would be interested in filling the vacancy of the position for the League of Cities and Towns. Board members also provided additional names. Mr. Patenaude would like to suggest potential candidates to the League.

**At 10:00 a.m. Ms. Cheaye motioned to adjourn. Mr. Schock seconded the motion. With all members voting in approval, the motion.**

The next meeting is scheduled for September 1, 2021, at 9:30 a.m. and will be held in person at DEM 235 Promenade Street. DEM staff will attempt to add an option to join via Zoom.