



Granite State Onsite Wastewater Association – March 28, 2023 Board of Directors Meeting Minutes

Attending: (All on Zoom) Chris Albert, Aaron Wechsler, Chris Kent, Bruce Fillmore, Carl Hagstrom, Jim Hanna, Larry Maznek, Micah Denner, Tom Canfield **Absent: Staff:** Matt Gatzke and Dee Rainville

Meeting started at 4:37 p.m.

Minutes of February 28, 2023 Board Meeting: Tom made motion with Carl offering second. No discussion. Motion carried.

Review of February 28, 2023 Financial Report: Reviewed Balance Sheet with a balance of \$143,848.29 which reflects conference income. Matt shared an updated AR report which reflects another \$6,000 of income has come in between back dues and conference fees. \$6,470 is unpaid dues. Micah asked about prior history of who we have voided to note trends. Dee informed board of how unpaid dues are tracked. Is it worth it to keep chasing unpaid invoices. Dee explained only those related to the conference seem to get paid. People aging out also or possibly not in business? We may not have current contact information. Matt commented on those he knew status of. Bruce to ask about Windriver and new takeovers of former members. Some only join every other year due to need for credits. Matt to send out updated list of unpaid people. Tom moved to approve and Larry seconded. Motion carried.

Micah and staff presented spreadsheet on screen of two budget scenarios (one with dues year in current time period and the other with proposed change to calendar). Both populated with actual income and expenses from conference. Matt walked through the line items and how we arrived at budgeted totals. New line for QuickBooks monthly fee. Highlighted that use of QuickBooks costs less than using PayPal across the board. Continue to have people pay by check for higher ticket items. Matt introduced the reason why GSOWA ought to switch back to a calendar dues year to be in synch with fiscal year. Would need to inform members early enough and bill them for the new year plus a smaller amount to cover the final quarter of the next year. As a result, the association would be in deficit. Dee created scenarios of charging prorated dues (one-quarter) and a \$25 conversion fee plus the regular dues. No way to know for sure who will pay for dues and when once we make the switch. Member payment history did not improve by going to the August 1 due date. It just did not provide the intended benefit. Micah suggested working out a fee to split out the last quarter to buffer the loss. Jim commented that contractor cash flow had been the challenge we were trying to solve but people have still not paid their dues in a timely manner. Would support making the change back. Bruce suggested a surcharge for those not paid by 90 days. Aaron felt a late fee would discourage people from paying up. With the calendar year format, people paying dues within the same quarter as the conference. Aaron suggested if a member wants to attend the conference is an incentive to renew. Chris asked for a motion to switch dues to calendar year. Tom made the motion and seconded by Jim. No further discussion. Motion carried. Decide the mechanics of the switch over at a later meeting. The exhibitor amount shown includes some revenue from the prior December. Having 2024 event later in the year which means income likely coming later. Motion was made to approve the budget was made by Larry and seconded by Carl. Motion carried.

Programs and Update: A successful conference, though not a lot of evaluations returned. Sara Heger was well received. Matt brought up refund issues. Dee reported 16 people so far with 10 non-members. Micah feels we need policy more black and white. Considering refunding those who asked for refunds but take out \$25 fee addressed on the application form.

Number of refunds is no that high, only those who request it. Chris A. reached out to other non-profits who all replied that they do not offer refunds but they do offer credits. He felt a credit for next year. Jim feels that since the event was held regardless of the weather. What if word gets around that some got a refund? Have a statement drawn up to explain why not. Dee reminded that the information given out said they had to request a refund, but we were not sure if they would be granted. Carrying credits over has its own issues. Some two-day people came on Monday and not Tuesday, they got their credits. Could they apply it to dues? Chris suggested credit one-for-one to keep it simple. Need to retain the \$25 fee. Carl felt we should not give anything back. Larry made a motion to not refund any monies to people who opted not to attend day two of the seminar when it was held. Tom seconded the motion. Aaron asked if it included a credit or not. Tom felt we should at least offer credit. Six in favor. Three against. Dee asked for a written message from the board to go out.

2024 planning was next up. Looking at dates in later March or early April. Staying away from early March including town meetings. Hotel till owes Matt open dates. One-day show not very economical for many vendors. Now that we get six credits per day vs over two days, are we trying to educate or just sell credits? Matt commented that if all who needed credits were to attend, we might fill the seats both days, both years or the cycle. Matt said we will review all cancellation policy for attendees and vendors. Hard to determine what kind of penalty we can assess to vendors who pack up and leave early (for whatever reason). Hoping 2024 dates will keep us well outside of bad weather. Some vendors seemed to make an assumption were cancelling the second day when nothing was said about that at all. Maybe credit them for the next year.

Larry brought up the CEUS and suggested we petition the state to confirm what are they looking for when they determine what a class is worth in terms of ceus. Some vendors get six hours credit and do not provide that much education. The purpose of CEUS is to ensure all stay educated on what is happening in the industry. It is the quality of the programming they are offering that is in question. Kevin asked who assesses the point value of each class. Aaron found no criteria seemed to exist. Jim mentioned that past attempts we made to make our members better business people through such classes were turned down for credits. Being a good business person helps with the other side of your business. Kevin mentioned breaking down other options to equal six credits. He mentioned online courses too are out there for people to take. Hold discussion of one fee covering both days to a future meeting.

Septic Evaluator Program: Micah confirmed we can use Kent Clean Septic location for the field portion of the May training. He mentioned Norway Hills which is offering an evaluator program and we should try to compare what they are offering. Is it 4 hours on two Saturdays or 8 hours each time. Matt to call the IBEW to find out what Tuesday's the hall is open. Kevin's location available anytime. Larry asked if we can determine pass-fail rate. Last time many had to return to retest. What is our success rate and we should advertise that fact. Dee will look into these stats.

Legislative and Rules: Chris A. went to hearing for the well bills (HB 247) at a Senate Committee and hopes it will get passed. DES will need to have an emergency rule rewrite. No more well releases recorded. Only setback reduction form. If the well is put in a different spot that what was shown on a designers plan, the well driller can provide a sketch of the actual location. No more well releases. Update given on the OPLC bill which was going to threaten CWS and CSS boards and eliminate them. It appears that it was removed from HB2.

Old Business: Matt reminded all that the new term for officers and directors being on April 1. Chris Runnals indicated some interest in our board.

New Business: Chris mentioned some kind of board retreat in lieu of the monthly meeting. BBQ, boat ride and meet in a non-Zoom setting to discuss the future. Thought is that there are a number of association business items to be addressed. Membership trends, policy for program, conference decisions, future of the association among topics to

discuss. Chris commented that an event could also attract new members. Consider a third-party facilitator such as Tom Burack to work on strategic plan for us.

NOWRA proposal was mentioned. Recapped meeting held at our conference. It would offer another training option. Zoom meetings and training are going to remain a way of learning. Chris to try attending their next board or other affiliates meeting. We could get a cut of any training any NH person takes. Issues related to cost that might make this less of interest to our members, but we could benefit.

Carl brought up question from Tom Burack that our organization does not have an ethics section in their bylaws. We should address this issue. This takes us back to the idea above of hosting a long-range planning meeting and developing a strategic plan. Chris reminded it can be a plan of survivability.

Vice Chairman Reports (Designers): Carl reported state approval coming in with in 30 minutes.

Vice Chairman Report (Installers): Jim felt that plan review are going through too fast with errors on them even though they have been stamped. Things are missing which makes it hard for installers. Have heard some people got their new permits without sending in anything at all! Some issues with how the process is done with an outside vendor. Phils was told about the problem.

Vice Chairman Report (Pumpers): Larry reported on NHASH meeting that school septage is now considered commercial due to the waxing of floors and PFAS. Hampton Waste Water Treatment Plant is updating their septage receiving area and will be able to accept more sewage from an larger area. Larry bumped into a few people who had complained that we needed more courses on evaluators. More installer courses too. Still a need for more courses. Need anything to help them pass the state's installers test.

Vice Chairman Report (Evaluators): Micah previously gave comments about new field site and need to check it out with Tom.

Chris A. commented that new EPA levels to be 4 parts per trillion. PFAS will represent challenges for anyone dealing with septage and treatment issues.

Micah brought up a general topic involving a reworked construction site. A system's EDA was where it was to be per the approved plan, elevation and location. House was lowered and changed rotation of the tank and made the house bigger. Minor amended plan issues. The single-length trench went to a butterfly with d box in the middle. Inspector wants two trenches not just one single trench. They should address this in future installs. Should the state be holding up the installer? Amended plan was done prior to the installation. Doesn't make sense to stop things in the middle of the install. They would give an operational approval but inspector won't sign off on it.

Meeting Adjournment: Motion was made by Tom and Jim seconded to adjourn meeting at 6:27 p.m.