

Maine Board of Licensure of Water System Operators

~Meeting Minutes~

~ Friday, November 7, 2025, 9:00 am ~
Meeting via In-Person / Zoom
MAINE CDC BLDG, 3rd Floor, RM 10 (“Fishbowl”)

Members Present:

- Brian McBride – (Vice Chair), Class IV Representative, York Water District
- Mary Bowers – NTNC Representative, Waterworks Mgmt. LLC
- Brian Tarbuck – (Secretary), Professional Engineer Representative, Greater Augusta Utility District
- Shaun Yeatts – Educator Representative, Bath Water District
- Keith Levasseur – Class III Representative, Sanford Water District
- Amy Lachance – Director, Maine DHHS, Drinking Water Program
- Louis (Rob) Durgin – Water System Management Representative, Dover-Foxcroft Water District

Members Present (via Zoom):

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Members Absent:

- Suzanne Yerina – (Chair), VSWS Representative, Haley Ward, Inc

Guests:

- Andy Hardy
- Makenzie Bardelli

Board Coordinator and Clerk:

- Sarah Fundaun – Maine DHHS, Drinking Water Program; Licensing Coordinator
- Tina Lemieux – Maine DHHS, Drinking Water Program; Licensing Clerk

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Meeting called to order

**9:00 AM**

### 1. Introduction of Board Members

a. 7 members present, 0 Zoom present, 1 members absent, 2 guests

### 2. Approve meeting minutes

Motion to accept the minutes – **Friday, June 27, 2025 – Special Meeting**

1<sup>st</sup>: Mary Bowers                      2<sup>nd</sup>: Keith Levasseur                      Vote: Unanimous

Motion to accept the minutes – **Wednesday, July 23, 2025 – Emergency Meeting**

1<sup>st</sup>: Mary Bowers                      2<sup>nd</sup>: Keith Levasseur                      Vote: Unanimous

### 3. Public Comment

a. None

**4. New Business****a. Budget, AUG 2025, ~ David Welch, DWP**

## i. Discussion

1. Due to questions about statistics and general information the Board has decided to discuss at next meeting, 2-5-26.

**b. BLWSO, vacancies**

## i. \*See first page of agenda\*

**c. BLWSO, draft rules, ~ Andy Hardy**

## i. Discussion

1. Board reviewed draft rules comments and general structure of document

**d. PWS Classification, point tally**

## i. Introducing topic for future meetings

1. Board reviewed appendix point tally and found to be relevant for updated version of rules and regulations.

**e. WPI Testing Contract,**

## i. Updating service agreement but not entering contract

1. Board found that the notice was an advertisement and to disregard email

**f. Cert Tracker, update, ~ David Welch, Sarah Fundaun, Tina Lemieux**

## i. Discussion

1. Sarah Fundaun gave updates to the Board about Cert Tracker, the new Licensing Program designed to allow licensees to update contact information, enter training hours, and make payments online.
2. Cert Tracker will not be coming online until 2026 mid-summer and fall.

**g. MRWA, conference**

## i. Discuss presentation with testing changes

1. Sarah Fundaun will propose that paper exams be done once a year.

**h. 2027 WPI Conference, attendance**

## i. Anyone want to go?

1. **January 27-30, 2026, at Hilton Head, SC, WPI Conference**
  - a. Mary Bowers expressed interest in attending

**5. Old Business**

## a. None

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 ADJOURNED –
**10:30 AM**

Motion to adjourn.

❖ 1<sup>st</sup>: Mary Bowers2<sup>nd</sup>: Brian Tarbuck

Vote: Unanimous

**Next Meetings: Quarterly 2026**

1. **Q1 – 2/5/2026 – MRWA ANNUAL CONFERENCE – 2026, Civic Center, Augusta (afternoon)**
2. **Q2 - 5/1/2026**
3. **Q3 - 8/7/2026**
4. **Q4 - 11/6/2026**