

NEW SHOREHAM WATER COMMISSION & SEWER COMMISSION
MONTHLY MEETING

March 15, 2010 Minutes

Present were WATER Commission members Vice Chair Robby Brown, Wayne Battey, Peter McNerney, Frank Leslie and District Clerk Janet Ziegler.

Absent were members: Chair Sandra Finizia, Cliff McGinnes, Rally Migliaccio.

Present were SEWER Commission members Chair Robby Brown, Tom Doyle, Peter McNerney, Frank Leslie

Absent were: Sandra Finizia, Cliff McGinnes, Rally Migliaccio.

Also present were Sewer Superintendent Ray Boucher, Water Operator John Bruenig, Attorney Elliot Taubman.

Absent were Public Works Director Nancy Dodge, Finance Director Amy Lewis and Water Superintendent Dave Simmons.

R. Brown called the meeting to order at 4:32 PM.

JOINT MEETING WATER AND SEWER DISTRICT

1. Director of Public Works and Engineering.

FY 2011 DRAFT BUDGET: ITEMS OF MUTUAL INTEREST

- Alarms: Allen Monitoring Cost & Flow Chart. Honeywell (Conant) Costs.

N. Dodge was not present to discuss the R. B. Allen Alarms.

The sewer plant will install two Allen Alarms, one at the plant and one at the Old Harbor Pump Station. The Allen alarms will be wired directly to the New Shoreham Dispatch; each alarm cost \$4,500 to install with a yearly monitoring cost of \$350. H. Conant was present to answer any questions the Commissioners might have in regards to the Honeywell Alarms. Honeywell Alarms will be installed at four pump stations and will also be used to provide redundancy at the sewer plant and Old Harbor Pump Station. The Honeywell alarms also act on radio frequency, but will be keyed directly to the superintendents and operators. Conant will supply maintenance as needed.

The next two items were in preparation for the FY 2012 budgets.

- Response to TNS Bids Received: Mowing.

N. Dodge had forwarded the responses for mowing bids to the water and sewer superintendents and asked for a reply.

MOTION: by Sewer Commissioner T. Doyle to accept the Greenscape bid for the sewer grounds upon recommendation by the sewer superintendent. The motion was seconded, a quorum was present and to vote was:

AYE: 4 (Brown, Doyle, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

MOTION: by Water Commissioner P. McNerney to accept the Greenscape bid for the water grounds upon recommendation by the water superintendent. The motion was seconded, a quorum was present and to vote was:

AYE: 4 (Battey, Brown, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

- Request for Bid (RFB) FY-2011: Water/Sewer Legal Services.

The Commission reviewed a draft RFB based on the Town's annual request for legal services. P. McNerney abstained from voting as his wife is employed by E. Taubman.

MOTION: by Water Commissioner W. Battey to post the RFB. The motion was seconded, a quorum was present and the vote was:

AYE: 3 (Battey, Brown, Leslie). NAY: Ø. ABSTAIN: 1 (McNerney).

The motion carried.

MOTION: by Sewer Commissioner T. Doyle to post the RFB. The motion was seconded, a quorum was present and the vote was:

AYE: 3 (Brown, Doyle, Leslie). NAY: Ø. ABSTAIN: 1 (McNerney).

The motion carried.

2. Report on Inquiry for Energy Grant (E. Taubman).

E. Taubman distributed a report proposing photovoltaic for the sewer and water plants. He suggested that the sewer generators could be run more efficiently if (1) solar electricity was installed or (2) excess power was sold to BIPCO or (3) excess power was sold to the town dock or to the Town via BIPCO. Summer was the highest demand for electric power.

The Sewer Superintendent voiced concern about overusing their generators; price to sell electricity would have to include overhead and maintenance cost that would not be covered under BIPCO's provisions. Additionally, the generators could not handle more stress under the summer's load. The sewer plant cannot be powered off of BIPCO's grid, and he was not in favor of adding switch gear to the generators thereby adding another layer of complications. As it stands today, the plant is in the process of an electrical evaluation and it was premature to even estimate the plant's current and future needs.

3. Finance

- Schedule for Water/Sewer FY 2011 Budgets. Consider Draft Credit Card Policy.

A. Land was absent for discussion. With minor changes, the Commission commented that the policy was pretty boiler plate.

WATER DISTRICT BUSINESS

4. Finance.

- March Financials, Aging Report. Review of Audited Water FY 2009. *No discussions.*

5. Water Plant Operations.

Water Superintendent D. Simmons reported that there was a 26K gallons water lost from two different sprinkler systems during March. One of the plant's storage tanks will be drawn down this spring and inspected with a robot camera for structural integrity. Block Island Water has three underground tanks between the building and pond; a very watchful eye is being kept on the encroachment of water from Sands Pond. Noted was that the water table was very high all over Block Island and Sands Pond was not an isolated problem.

Simmons highly recommended that the Commissioners review the 2006 Sands Pond PowerPoint presentation which chronicles Sands Pond over the last 100 years and is accessible on the web at:

<http://www.blockislandwater.org/PDF%20files/Sands%20Pondcouncil.pdf>

6. Correspondence. *None*

7. Announcements and Open Forum. *None*

SEWER DISTRICT BUSINESS

8. Accept February 9 Minutes.

MOTION: by R. Brown to accept the minutes as distributed was seconded, a quorum was present and the motion was unanimously approved.

9. Finance.

- March Financials, Aging Report. Review of Audited Sewer FY 2009. *No discussions.*

10. Sewer Plant Operations.

- Update Roof Repairs.

Sewer Superintendent R. Boucher reported that replacement wood roof shingles had been ordered. J. Geremia recommended in his March 10 Memorandum that two coats of fire-retardant also be applied. Total cost for labor and materials would be \$1,500 and J. Filippone could have both jobs completed by week's end. A new asphalt roof would be added to the next sewer grant.

MOTION: by F. Leslie to move forward with the \$1,500 for short-term roof repairs and fire proofing. The motion was seconded, a quorum was present and the vote was:

AYE: 4 (Brown, Doyle, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

- Electrical Evaluation, Improvements for Generators and Roof.

In Geremia's March 10 Memorandum he reported that optional recommendations for the generator's exhaust system were received from Milton Cat and their design consultants Hyland Power. His office is in the process of compiling engineering

data to upgrade the electrical components of the treatment plant and the Old Harbor Pump Station. A draft of the engineering report will be sent to the Commission for review and concurrence before the USDA grant application is finalized. Work would not begin until the facility goes back onto the grid next fall.

- Affirm Sewer Operations (Work) Schedule. May go into Closed Session Pursuant to RIGL § 42-46-5(a)(1) to Discuss Employee Job Performance.

MOTION: by T. Doyle to have the Sewer Commission go into Closed Session by request of an employee to discuss job performance. The motion was seconded, a quorum was present and the vote was:

AYE: 4 (Brown, Doyle, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

The meeting adjourned into executive session at 5:45 PM.

MOTION: by R. Brown to reconvene the meeting in open session. The motion was seconded, a quorum was present and the vote was:

AYE: 4 (Brown, Doyle, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

The open meeting reconvened at 6:45 PM.

R. Brown reported that a motion was made and adopted to pay an employee for fifteen minutes straight time which was originally docked from his pay.

MOTION: by P. McNerney to adopt the draft 'Sewer Plant Staffing' guidelines that had been distributed in the meeting packages regarding working hours, breaks, overtime, superintendent's authority, etc. with a minor change in the original title. The motion was seconded, a quorum was present and the vote to adopt was:

AYE: 4 (Brown, Doyle, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

11. Correspondence.

- March 10, from Geremia regarding improvements for generators and roof. Covered earlier.
- March 10, from Geremia regarding progress on plant's electrical evaluation. Covered earlier.
- March 10, Taubman Law Office, Ltd. regarding Allocation Applications and Procedures. *No discussion.*
- March: Notices from the Wastewater Inspector: (3) Leaking systems, (4) Failed systems, (27) Systems required to pump. Noted were that activities from the Wastewater Management Office have been significantly increased from the backlog due to persistent software problems.

12. Announcements and Open Forum. *None.*

Adjourn.

MOTION: by R. Brown to adjourn the meeting was seconded, a quorum was present and the vote to adjourn was approved unanimously by all members present.

The meeting adjourned at 6:55 P.M.

Respectfully submitted,

Janet Ziegler

District Clerk Approved: April 19, 2010



every drop counts