

JOINT MONTHLY MEETING OF THE
NEW SHOREHAM SEWER COMMISSION and BOARD OF WATER COMMISSIONERS

March 13, 2007 Minutes

Present were members Ann Cunningham, Steve McQueeny, Rally Migliaccio, Howie Rice and District Clerk Janet Ziegler.

Absent were members Frank Leslie, Cliff McGinnes and Don Thimble.

Present were Public Works Director Nancy Dodge, Finance Director Amy Lewis, Superintendents Ray Boucher and Dave Simmons and Counsel Elliot Taubman.

Also present were Ben Wohlberg and Andy Transue.

R. Migliaccio called the meeting to order at 4:40 P.M.

1. Reports from Officials.

DIRECTOR OF PUBLIC WORKS AND ENGINEERING.

- Report from Town Council:

Commission's Recommendation for Wastewater Ordinance.

N. Dodge announced that the Town Council voted at their last meeting to adopt the Commission's recommendations to add two regulations to the Wastewater Management Ordinance (WWMO).

A. Cunningham suggested that the Island Steering Committee, who has overseen the WWM Plan since its inception, should be brought into the communications loop when there are proposed changes.

Municipal Water Servicing Fred Benson Beach.

N. Dodge stated that the Town Beach tapped into the municipal water lines in 2005 because of an emergency situation. The town intends to make every effort this year for the Beach to return to its well source. The water service line, which originates from the Town Garage on Beach Avenue and extends to the beach pavilion on Corn Neck Road, is known to have leaks. Boyle & Fogerty Construction is coming out to the island shortly and will make test borings to locate compromised sections to repair.

H. Rice stated that the water line has repeatedly been repaired in the past and essentially needs to be replaced; additionally, leaking lines cause motors to burn out because the well is running all the time.

N. Dodge inquired whether the Water District would consider a rate reduction if the Town Beach were to permanently connect to municipal water. The beach location is not presently in the Water District.

- CDBG Applications.

N. Dodge announced that the first public hearing for input on community needs will be held on March 30. By May 9th, all applications will be reviewed; prior to this meeting the applications must be available for public view. R. Boucher will prepare an application for the service building apartments with H. Tarbox, the Town grant writer. The Town Council will then submit the applications to RI Office of Municipal Affairs on May 11. The complete handbook and application form is available through her office.

- USDA Water Grant 2006: Force Main Construction by Boyle & Fogerty.

N. Dodge announced that construction to install the force main down High Street would start next week. She reported that C. McGinnes had communications with Betsy Theve and her son about the water easement crossing their property. E. Taubman was asked to contact the Theves to finalize an agreement.

- USDA Sewer Grant 2006: Authorize Painting of Circular Settling Tank.

R. Boucher said that the painting contractor was recommended by Lydon Millwright Service, who is installing the plant upgrades.

MOTION: by H. Rice to award the settling tank painting, to Soep Painting Corp., based on the recommendation of the engineer, for the sum of \$36,180. The painting is part of the Change Order No. 1. The motion was seconded, a quorum was present and the vote to award was:

AYE: 3 (Cunningham, McQueeny, Migliaccio, Rice). NAY: Ø. ABSTAIN: Ø.

The motion carried.

- RFB: Container Service - Sewer Plant

The sewer sludge hauling contract expires June 30 of this year. N. Dodge suggested that it would be timely to put out a Request for Bids (RFB) for the two-year contract. R. Boucher will review details of the 'Information For Bidders'.

MOTION: by A. Cunningham to authorize N. Dodge to put out a RFB for container service to haul sewer sludge after receiving input from the superintendent. The motion was seconded, a quorum was present and the vote to authorize was:

AYE: 3 (Cunningham, McQueeny, Migliaccio, Rice). NAY: Ø. ABSTAIN: Ø.

The motion carried.

- Proposals for New Grants from Sewer and Water Superintendents.

Jim Geremia and the Commission/Board requested input for capital needs for future planning purposes.

WATER. D. Simmons reported that short-term needs would include a new roof for the west-wing of the water plant and a work truck.

Future plans are to rehab well #4 to a depth comparable to wells #5 and #6. The upper aquifer wells (#1, 2, 3 & 4) are physically/chemically different from the deep wells of #5 and #6; the plant is most dependent on the deep wells and a backup well is needed. At issue on the reemployment of Well #4 is electrical power to the site; there is a large voltage drop to the plant because of the distance and it will be expensive to run. A discussion followed on rehabbing well #3 into a deep well because of its close proximity to the plant facility.

Long-term plans would include extension of the water distribution main to New Harbor.

SEWER. R. Boucher reported short-term repairs of the collection system (cracked pipes, infiltration points and manhole rehabs) were needed. Additional maintenance would include exterior repairs for the roof and sidewalls of both the main plant building and the Old Harbor Pump Station building.

Both heat exchangers for the generators need to be replaced, and one should be replaced soon. Cost is ~\$45K each, with an eight to ten week lead time.

Funding to repair the existing outfall structure is planned for in the 2008 USDA grant request.

Future needs would include a process control SCADA system, expansion of the contact basins and alternate solar power.

S. McQueeny stated that he would like a priority list for capital expenditures over the next five and ten years and where funding might be coming from. The Board /Commission needs to implement plans for specific projects well in advance.

FINANCE.

- February Balance Sheets.

A. Lewis reported that both facilities were relatively close to where they were a year ago.

Sewer. Operating expenditures are running higher. A. Lewis reported a discussion with R. Boucher to separate out the line item for plant equipment and supplies into separate items, to see where monies are going. USDA getting close to closing on the sewer loan of \$284,760; when received, it will make sewer's cash position better.

WATER. A. Lewis reported that, in general, the figures are on track and revenues exceed expenditures.

- Changes to Aging/Collection Process.

The first round of collections by the Finance office for the February 28 billings was completed; one seasonal off-line account was tagged for shut-off. T. Chmiel was applauded for doing an excellent job.

- Budget for Renovations to Service Building.

R. Boucher announced that, after looking closely at the operating budget, there were budget items that would not be spent this year. In the line items was System Maintenance \$14,591 and from the capital budget was Furnace \$30K, plant upgrade \$20K and \$9,552 remained in the Parking Lot Development line. The Commission was looking for funds to complete construction of the parking lot which was started last year and would like to begin construction of the two apartments over the service building.

A. Lewis recommended that the present budget be amended by vote to reallocate funds of the budgeted items.

MOTION: by S. McQueeney to reallocate, within the capital and operating budget, those items not to exceed \$65,000; \$25,000 to be used for the service building project and the remaining for parking. The motion was seconded, a quorum was present and the vote to allocate was:

AYE: 3 (Cunningham, McQueeney, Migliaccio, Rice). NAY: Ø. ABSTAIN: Ø.

The motion carried.

LEGAL.

- Rate Design. Asset Management.

E. Taubman reported that the Rate Design Committee met with Bob Morency, from RCAP, on March 29 for their first meeting and will meet again on April 12.

He attended a lecture on Asset Management Planning at the RI League of Cities Conference on January 25. The Plan is a method which enables sewer and water companies to rationally assess and plan for their infrastructure needs.

MOTION: by A. Cunningham to amend agenda and next consider item "2. Parking Lot" since

A. Transue was present at the meeting. The motion was seconded, a quorum was present and the vote to amend was unanimous by all members present.

2. Parking Lot Project.

- Budget, Alternate Contractor, Excavate Six Spaces on Phillips Property. Permit Sales.

The Commission had asked several contractors to bid on finishing construction of its parking lot that was started last year by Sprague Farm, but not finished. A. Transue submitted a bid on March 13 and was present at the meeting. The parking lot bid was \$56K, not including guardrails and landscaping. The price to excavate six parking spaces on Phillips' property was \$8,650 and would fulfill the Commission's obligation as part of the land purchase deal.

A. Transue said that the prices were a rough estimate and assumed trucking in material from the mainland. He noted that the plans called for six inches of road mix in the lot which might be unnecessary. Although not on the plans, a retaining wall was included for the Phillips' area.

E. Taubman said that the Commission's only obligation was to grade Phillips' area; if a retaining wall was necessary, it should be installed on our property. H. Rice cautioned that there are two manholes in the excavation vicinity; one is located where the six-spaces are on the plans.

The Commission agreed that the grading on the lot last year was not according to the engineered plans and will seek input with J. Geremia when he is on island next week on how best to proceed at this point. S. McQueeny and R. Migliaccio, the Parking Lot Committee, will set up a meeting with Geremia and walk the area with him. S. McQueeny suggested keeping the Planning (and Zoning) Boards in the loop on any changes as new plans may have to be submitted for approval. The next Planning Board meeting is March 30, but when the agenda closes is unknown.

(A. Lewis, E. Taubman leaves at 5:50)

MOTION: by A. Cunningham to amend agenda and next consider item "New Business" to accommodate the presence of Ben Wohlberg at the meeting. The motion was seconded, a quorum was present and the vote to amend was unanimous by all members present.

B. Wohlberg, an abutting property owner to Sands Pond, said that he was concerned with the level of water and questioned whether it was possible to drain the Pond. Commission member R. Migliaccio is also an abutting property owner as is the Block Island Water Company (BIWC).

D. Simmons said that the water plant was not in immediate danger, although it has lost electronics that were located at the Pond's intake weir, a rise of an additional three-feet would be problematic. The Ponds seems to have stabilized over the past year and fluctuates around six-inches.

B. Wohlberg stated that, besides rainfall, the Pond is fed vigorously by springs. In the winter, you can see where the springs flows are located by the melting ice rings. A lot of vegetation has been lost around the Pond in the last two years, including two large maples on his property.

Resolving the Pond's changed level, there was a suggestion that the new sewer line being installed at the water plant, would lead directly out into the Atlantic Ocean and could be used to lower the water. D. Simmons said that no domestic waste would be permitted by the new permit from Department of Environmental Management (DEM). The problem with DEM's allowed method to lower the Pond by trenching to the Bluffs area was the complicated filtration requirements. H. Rice added that the old weirs that controlled pond levels, like the one for Sands Pond located by Ritzinger's, were made of galvanized pipe which rot out and collapse over time.

B. Wohlberg thanked the Board for their input and stated that he was pleased to know of the effort and concern the Board had already addressed.

(B. Wohlberg leaves at 6:05pm)

MOTION: by A. Cunningham to amend agenda and return to item #1. "Report from Officials". The motion was seconded, a quorum was present and the vote to amend was unanimous by all members present.

WATER/SEWER PLANT FEBRUARY OPERATIONS.

WATER. D. Simmons announced that DEM gave approval to proceed on the construction of the three-inch sewer force main from the water plant to the sewer outfall, however, the operating parameters have not been set.

The RI Department of Health, Drinking Water Quality conducted its annual survey of the plant and its operations. The BIWC received a 'no significant deficiencies' grade; minor corrections included loose bolts and fastening and a leaking well enclosure.

SEWER. R. Boucher reported that the rehab of the old clarifier was finished, it is not as efficient as the circular clarifier, but will substantially add to better settling. A short circuit, noted by DEM in their annual inspection, was repaired at the same time.

The sewer crew was recognized for their efforts and accomplishments while construction and operational adjustments were made over the last month.

- Changes to "Policies for Compensating Acquired Licenses" (sic).

R. Boucher said that everyone who has received licenses to date, have received additional compensation upon notification that they have passed the examination. The current Compensation Policy states that new compensation would be effective at the start of the next fiscal year. In order to bring practice and policy into conformity, it was suggested that compensation should start with the next payroll period after notification of a passing grade. Additionally, only those licenses required by DEM or RIDoH would be eligible for compensation. With unanimous acceptance and consent by the Commission for the new policy, N. Dodge said that in order not to be caught short, wages need to be budgeted in advance and that she and the Finance Director would tweak the final language with the superintendents.

WASTEWATER INSPECTOR'S FEBRUARY REPORT. n/a

4. New Business.

- Approve Minutes of February 13. J. Ziegler noted that after the draft minutes were distributed, the minutes were changed to emphasize that D. Thimble, after recusing himself in discussion of a wastewater issue, did not re-join the meeting until after the Commission voted.

MOTION: by H. Rice to approve the February 13 minutes with changes noted. The motion was seconded, a quorum was present and the vote to approve was:

AYE: 3 (Cunningham, McQueeney, Migliaccio, Rice). NAY: Ø. ABSTAIN: Ø.

5. Correspondence and Public Comment.

- Noted was the Request For Bids by Block Island Water was sent out February 19 and are due back by March 22 for (1) New 6-inch Water Service, (2) Installation of Fire Pump & Sprinkler System, and (3) Electrical Connection for Fire Pump at BIWC".

- February 20. Notice was received that Housing Opportunities Corp. would no longer oversee management of the E. Searles Ball Memorial Housing for Block Island Economic Development. The new administrator is Morlog Management of West Simsbury CT.

- N. Dodge noted that, since the Town Utilities Standards evolve with time, they would not be adopted as an integral part of the Town Ordinances, but would be a referenced body of work within the Ordinances for acceptable operating procedures.

- Correspondence from Geremia and Associates:

- * March 6. Letter to Town Clerk confirming adoption of revisions to Town Utilities Standards by the Sewer Commission and Water Board.

*February 22. Letter to DEM regarding 3-inch force main project. Start date is April 1, completion date is June 15. Final pavement would occur between September 10 and October 12. The force main would be installed at six feet six inch depths.

H. Rice stated that the depth would be difficult to be maintained because the water table is next to the ground's surface in some locations. The new sewer line is to be installed underneath the present water main.

* February 14. Notice of Award to Boyle & Fogarty for installation of a 3-inch sewer force main from Payne Road to Spring Street for BIWC.

* December 13. To the Sewer Commission regarding a change order for the 2006 Sewer Grant to add painting of the steel components in the circular settling tank; final price is not available.

Adjourn.

MOTION: by H. Rice to adjourn the meeting and that the time period for the filing of the minutes be extended to 75 days from today's date. The motion was seconded, a quorum was present and the vote to adjourn was approved unanimously by all members present.

The meeting adjourned at 6:32 P.M.

Respectfully submitted,
Janet Ziegler
District Clerk
Approved: May 8, 2007