

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

September 13, 2007 Minutes

Present were members Ann Cunningham, Frank Leslie, Steve McQueeny, Cliff McGinnes, Rally Migliaccio, Howie Rice, Don Thimble and District Clerk Janet Ziegler.

Also present were Public Works Director Nancy Dodge, Superintendents Ray Boucher and Dave Simmons and Counsel Elliot Taubman.

Absent was Finance Director Amy Lewis

C. McGinnes called the meeting to order at 4:30 P.M. Ann Cunningham and Frank Leslie will not be voting.

1. Mary Jane Balser's Request to Forgive Sewer Application Fees for West Side Lane.

In the absence of M. J. Balser, C. McGinnes reviewed the Commission's past actions with affordable housing projects. Of the three sewer application fees (permit, inspection and new account) only the new account fee had not been waived. C. McGinnes said that the engineering firm of J. Geremia & Associates was managing the BIED (Block Island Economic Development) project which included the supervision/oversight/inspection for the sewer installation according to the Utility Standards. The new account fee covers administrative costs of the finance office.

**MOTION:** by R. Migliaccio to forgive the sewer permit and inspections fees (\$70 total) for each of the twenty affordable houses of West Side Lane; however, each applicant will be responsible to set up and pay the new account fee (\$35). The motion was seconded, a quorum was present and the vote to forgive was:

AYE: 5 (McQueeny, McGinnes, Migliaccio, Rice, Thimble). NAY: Ø. ABSTAIN: Ø.

The motion carried.

2. Reports from Officials.

DIRECTOR OF PUBLIC WORKS AND ENGINEERING.

- Act on USDA 2001 Sewer Grant /Loan Project.

In a letter from J. Geremia, he reported that only one bid for improvements to the Anoxic Zone had been received; the bid of \$1,127,524 was in excess of the \$440,000 budget. The original 2001 project was to extend the sewer outfall further into the Atlantic Ocean in order to permit the water plant to discharge their effluent from the same location; the RI DEM (Department of Environmental Management) held the approval in limbo until 2006 when they declared that an extension was not necessary (due to changes in their mathematical modeling).

**MOTION:** by H. Rice to reject the J. Coyne Company bid of \$1.1M+ for process modification as it exceeds available funding. The motion was seconded, a quorum was present and the vote to reject was:

AYE: 5 (McQueeny, McGinnes, Migliaccio, Rice, Thimble). NAY: Ø. ABSTAIN: Ø.

The motion carried.

Quickly responding to the situation, Geremia petitioned the USDA (United States Department of Agriculture) to use the remaining funds to upgrade the aeration basins. The remaining funds are the grant part of the 2001 award and are due to expire.

**MOTION:** by H. Rice to ratify Geremia's petition to use the remaining money, pending USDA approval, to rehab the aeration basins with new blowers and piping. The motion was seconded, a quorum was present and the vote to ratify was:

AYE: 5 (McQueeny, McGinnes, Migliaccio, Rice, Thimble). NAY: Ø. ABSTAIN: Ø.

The motion carried.

N. Dodge reported that no response had been received from USDA as of today. The Town is also waiting to hear from the State regarding this year's Community Block Grant; the Sewer Commission submitted an application for funds to the Town in order to finish the two affordable housing apartments above the service building.

#### FINANCE.

- June and July Balance Sheets, July Aging Report.

N. Dodge distributed the sewer and water financial reports for July and August without comment. C. McGinnes noted from the Aging report prepared by J. Ziegler, that two customers were scheduled to have service terminated on September 14 for non-payment of charges (greater than 80 days).

#### WATER/SEWER PLANT OPERATIONS.

- Sewer. R. Boucher reported that the past summer was a learning curve for handling the new improvements made to the infrastructure in the treatment plant last winter. Tentative plans have been made to have McVac Company set up jet-cleaning of the collection lines in early October. R. Boucher stated that there were no leaks from the collection system this summer.

RIGL 46 12.11 Uniform Septage Disposal Fee. Although the Rhode Island collection-fee Law became effective as of July 1, RI DEM has not yet made rules and regulations for the collection of any money. Sewer treatment plants will be required to collect additional assessments from septage off-loads for the State to fund the newly created "Bays, Rivers & Watersheds Coordination Team".

- Water. Revenues for the summer were down relative to last year; two temporary water accounts, the Eureka and Town Beach, returned to their well water supply. The RI Department of Health completed a facility inspection and found the plant to be in full compliance with regulations.

Security installations are ongoing. Outside motion-lighting and network cameras have been installed; these can be remotely seen and controlled by the existing network. Interior network cameras shall be incorporated to monitor equipment. SCADA (Supervisory Control And Data Acquisition) software to enable remote control and 24/7 monitoring of process controls is in the next phase.

Production wells are in good conditions, but access to another deep well during peak season would present a better fail-safe system. A discussion followed on the logistics and economics of rehabbing well #4 – of special concerns are the cost/benefits of electrical requirements. Additional reverse osmosis units could be build on vertically, saving foot-print space.

(E. Taubman arrives 5:15 PM)

- Act on Request for Roofing Bids.

Two bids were received for roofing requirements to the main plant and to two well enclosures.

**MOTION:** by H. Rice to award the bid to the low bidder, R. & K. Construction, for total of \$18,050. The motion was seconded, a quorum was present and the vote to award was:

AYE: 5 (McQueeney, McGinnes, Migliaccio, Rice, Thimble). NAY: Ø. ABSTAIN: Ø.

The motion carried.

#### WASTEWATER MANAGEMENT INSPECTOR'S REPORT.

There are 10 unknown and 26 sub-standard septic systems. The number of 'upgrades' needed increased from 25 last month to 39 this month because of inspections. Results from water sampling around The Great Salt Pond tributaries show extremely high coliform counts. Results are attached; the Ad Hoc group will meet September 19 to review results.

Fines for non-compliance were issued to Plat 3 Lot 118 and Plat 4 Lot 7-2.

3. Rate Design for Water & Sewer – R. Morency. Start Date and Committee.  
Rate Design – Cunningham McQueeny - may not be here much this winter.  
E. Taubman asked to be on mailing list.  
Ziegler to set up.

4. New Business.

- Approve Minutes of August 7

**MOTION:** by H. Rice 5-0-0

5. Correspondence and Public Comment.

August 6, DEM to J. Geremia regarding review of Anoxic Tank Design.

August 7, third report from Great Salt Pond Bacteria Monitoring.

August 10, J. Geremia to release funds to Sprague Farm after clarifications. C. McGinnes suggested that J. Geremia should sign off on any future invoices. Although Sprague Farm quoted 20K for the work, a specific contact was not offered; he supplied labor and materials according to the open ended Town bid. S. McQueeny noted that the parking lot is undersold; zoning is not enforcing parking requirements for businesses. H. Rice added that when Interstate brought in a new ferry to Old Harbor, there were no requirements for parking attached. S. McQueeny & R. Migliaccio are the commission's parking committee to set up budgets and solve problems; a vigorous marketing campaign was promised for next year.

August 17, J. Geremia to DEM responding to comments and design goals for 0.450M sewer PERMIT.

August 30, J. Geremia to USDA regarding project for 2001 Sewer Grant/Loan remaining funds.

6. Sewer Commission/Water Board Retreat, Date and Agenda. May Go Into Closed Session Pursuant to RIGL 42-46-5 (a) 3 to discuss facilities' security.

C. McGinnes requested input from the Commissioners for retreat topics which should involve 'forwarding thinking' of the water and sewer services. All members present agreed to attend an all day retreat to be held on Saturday, December 8. The location has not been determined.

**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 6:03 P.M.

Respectfully submitted,  
Janet Ziegler  
District Clerk

Approved: December 11, 2007

The New Shoreham Sewer Commission and Water Board are an equal opportunity providers and employers.