

MONTHLY MEETING OF THE
NEW SHOREHAM SEWER DISTRICT

September 21, 2009 Minutes

Present were Sewer Commission members Robby Brown, Tom Doyle, Sandra Finizia, Peter McNerney alternates Frank Leslie, Rally Migliaccio and District Clerk Janet Ziegler

Absent was: Jason Howarth,

Also present were Public Works Director Nancy Dodge, Superintendent Ray Boucher and Attorney Elliot Taubman.

Absent was Finance Director Amy Lewis.

In absence of the Chair, Sewer Vice-Chair R. Brown called the meeting to order at 5:15 PM and stated that F. Leslie would be voting.

1. Request by P. Miro for Appeal or Reconsideration of the Commission's August 17 Decision.

Miro notified the Sewer Superintendent that he would not be present at the meeting and no representative presented themselves to the Commission. The Chair asked whether there was a motion to reconsider their vote; there was no response and the vote stands.

2. Approve Minutes: August 14, August 17.

J. Ziegler said that there was a serious correction to the August 17 minutes. In the motion made for reconsideration of the Commission's vote on July 31 to cover the Clerk's health benefits, only three members voted Aye, while two Abstained. The Town's Procedures state that a vote to reconsider must be unanimous - so the motion should not have carried.

E. Taubman stated that even if the Commission adopted the Town's Procedural Rules, the Commission reserved the right to follow Robert's Rules if it so wishes and the Town's Rule doesn't apply. The presiding Officer is responsible to make up the agenda; if the Commissioners wants to modify the agenda; there must be a unanimous vote by the Commission to do so. According to Robert's Rules, the August 17 vote to reconsider may be carried by a simple majority vote and therefore the vote stands.

MOTION: by R. Brown to approve the August 14 and August 17 minutes as distributed. The motion was seconded, a quorum was present and the vote to approve was unanimous.

3. Reports from Officials.

DIRECTOR OF PUBLIC WORKS AND ENGINEERING.

Communications and Alarms.

N. Dodge reported that the plans are still being worked out. The radio boxes are expected mid-October. In the meantime, the phone line alarms and enunciators are functional. There was no available information on the cost of radio receivers; the Town is arranging a lease-purchase.

Review/Act on Bids for Roof Repairs.

S. Finizia stated that it was clear that sewer does not have the money to replace the entire roof. The roof fire was due to the generator sparks; as of October 1, the sewer plant will be on BIPCO's grid; that fact buys the Commission time to figure the best way to proceed. When BIPCO fails, the generators will start automatically.¹

R. Boucher suggested repairing only the damaged section of the roof and renewing the roof's flame retardant by spraying which would also eliminate the need for fire arrestors; the structure of the roof is very sound.

P. McNerney, a volunteer fireman, inquired whether the money could be borrowed and/or whether the new rent revenue from the apartments could be used too support a loan. He urged the Commission to fix the problem rather than delay it until spring as Dodge suggested.

E. Taubman stated that a Special Financial Meeting could be held to authorize spending the funds.

The possibility of a special sewer assessment was also discussed. The Commission generally decided it needs input from the Finance Director before a decision could be made and tabled the discussion to the next meeting.

¹ After the meeting, the sewer superintendent decided to remove the auto-start from the generators to minimize the fire risk.

The Commission was encouraged to make an appointment with A. Land, either separately or together, so that she could discuss the economic state of affairs.

FINANCE.

Financial Report for August. *Finance Director was absent.*

SEWER PLANT OPERATIONS.

P. McNerney inquired on the progress with the electrical situation at the plant and how the comprehensive plan was coming along. R. Boucher said that evaluations were on-going in different sections of the plant and a whole picture was pre-mature until those preliminary appraisals were completed.

SEWER COMMISSION

- Report of Evaluation Committee.

S. Finizia suggested that the whole committee (Finizia, Howarth, Leslie) should be present for the progress report.

- Appoint Committee to Review Sewer Commission's Employee Benefit Alternatives. *Not discussed.*
- Reconsider Vote to Provide Cost of Health Benefits for Clerk.

Payroll Deduction from J. Ziegler for Health Benefit Premiums.

E. Taubman stated that he had meet with R. Brown just prior to this meeting and that Brown had not authorized the above two items to be on the agenda; the Chair was the only person permitted to make up the agenda. Ziegler stated that, at the August 17 meeting, motions were made and carried to place the two items on the agenda for September meeting, the items were the direction of the whole commission. E. Taubman argued that the items were improperly place on this agenda and the Commission must make another motion to reconsider its July 31 vote at the next meeting.

MOTION: by F. Leslie to reconsider the Sewer Commission's original vote taken on July 31 and have the reconsideration placed on the next sewer agenda in October. F. Leslie voted Aye on July 31 to cover the cost of the Clerk's insurance premiums. The motion was seconded, a quorum was present and the vote to reconsider at the next meeting was:

AYE: 5 (Brown, Doyle, Finizia, Leslie, McNerney). NAY: Ø. ABSTAIN: Ø.

The motion carried.

Consider Request For Bid: Attorney Services.

E. Taubman asked that this item be postponed to the next meeting so that he could first meet separately with each Chair; the Commission agreed.

4. Recommendation/Changes to the Town's Draft Wastewater Management Ordinance & Regulations.

5. Service Building Renovations – Act on Plumbing Needs.

R. Boucher said that the determination was that the north door's leak could not be fixed and that an outside enclosure would meet the needs. However, the door doesn't leak unless there is a driving north rain – which seldom occurs and is manageable.

Valee Plumbing is owed \$900, but has not completed the venting to the E-One. If the Building Official doesn't require that a plumber hold a commercial license, then a local plumber could finish the job. It was generally agreed that the Commission, after check with Building, will move forward to complete the plumbing.

6. Responses to Job Posting for Wastewater Operator 1.

R. Boucher reported that he had received several responses to the advertisement. Since there was no pressing need to hire another person immediately over the winter, he would like to continue the job postings and contact other sewer plants and wastewater organizations to target qualified people. The Commission suggested that the ad be more specific in its requirement if a stronger background was desirable. N. Dodge said it would be a plus to add that the Commission offered full benefit coverage.

MOTION: by R. Brown to repost the ad for the next three weeks. The motion was seconded, a quorum was present and the motion was unanimously approved by vote.

R. Boucher will reply to and/or interview the current six or so applicants and additionally contact wastewater organizations for posting.

N. Dodge stated that an applicant for the job is her brother-in-law and that she would recuse herself from additional comments.

Appoint Vetting Committee.

The Commission agreed that a vetting committee would be effective. After the applicants are preliminarily interviewed and qualified by the sewer superintendent, they would welcome separate interviews and being part of the selection process. R. Migliaccio said that the Commission had historically been actively involved in the hiring of its employees. P. McNerney and R. Brown volunteered for the committee.

7. Correspondence.

- August 21, Letter to Valee Plumbing from Sewer Commission requiring completion of work by September 14.

8. Announcements and Open Forum (Public Input).

Responding to a call for public input, C. McGinnes suggested that the Commission investigate the costs for a tin roof which would eliminate fire risks; additionally, the stacks could be made higher by a simple welding of additional material. He recommended that the Commission's engineer, J. Geremia, could write the specs and prophesized that the price would be very attractive.

Motion: by R. Brown to adjourn the meeting was seconded; a quorum was present and the vote to adjourn was unanimous.

The meeting adjourned at 6:10 PM

Respectfully Submitted,
Janet Ziegler

Approved: October 19, 2009