

Burrillville Sewer Commission
Regular Meeting 9/13/2005
Board Room of the BWWTF

Members Present: Raymond D. George, Chairman
Scott P. Rabideau, Vice Chairman
Don C. Wolfe, Secretary

Also Present: Walter J. Kane, Attorney for the Commission
William Skerpan Jr., Beta Group, Inc.
John Martin III, Superintendent
Richard Bernadro, Director of Public Works
Wallace Auclair, Glendale Resident
Lucien Benoit, C&L Investments
Joseph Houle, C&L Investments
Mark Verostick, Heritage Design Group
William Conley, Attorney for Heritage Design Group
Peggy Franklin – Office Manager
Stacey Richard – Financial Aide

Mr. George opened the meeting at 11:10 A.M. Mr. Scott Rabideau made a motion to accept and dispense with the reading of the minutes of the August 29, 2005 meeting and the September 1, 2005 meeting. The minutes of the August 9, 2005 meeting would be put in abeyance until the next meeting. Mr. Don Wolfe seconded the motion, so voted.

Voted: That the minutes of the meetings of August 29, 2005 and the September 1, 2005 be accepted as presented and the minutes of the August 9, 2005 meeting be put in abeyance until the next meeting.

Correspondence:

06-09-43 – A letter from Heritage Design Group, regarding the Pine Ridge Project, was addressed by Mark Verostick. Mr. Verostick stated they are looking for approval from the Commission to allow them to connect to the sewer main. This is because DOT is going to be repaving Steere Farm Rd and they would like to have the connection done before DOT does their work so they would not have to dig up the road after it has been resurfaced. Mr. Verostick stated they would like to make a service connection to the main in Steere Farm Rd, approximately 30 feet long, and stub it into their property. Mr. Verostick stated they would, at a later date, be looking for approval of the entire project, (70 units), to connect to the sewer system. The plans for the entire project, profiles of the sewer and proposed road ways, have been submitted. Mr. Verostick also stated there was meeting with the town's Planning Board last night. He stated that Article 16 was discussed at that meeting. He stated they are going to be sending a letter requesting a wavier from Article 16 because they are within the VPD overlay district for the town and they are also within the watershed overlay district. Mr. Verostick stated the soils on the site are very high permeability, because of that it creates a situation where on site septic systems are not in the best interest of the environment. Mr. Rabideau stated to Mr. Verostick that he would need to demonstrate to the Commission that they are not able to put septic on the property in order for them to waive Article 16. Mr. Rabideau asked if they had their PAP for their stub. Mr. Verostick stated that they did not have that finalized at this time. He stated he does have

correspondence back from DOT, looking for some minor changes to the plans. Mr. Verostick stated they have been in contact with DOT and they are aware of the situation with the repaving project. Mr. Rabideau asked if there was a small wetland next to where they want to make the connection. Mr. Verostick stated there was not. Mr. Skerpan stated a set of plans had been submitted to Mr. Martin for the whole project, but because of Article 16 when Jack sent the plans to him he asked him to only review the area of the tie in itself. Mr. Skerpan stated after his review he does not really see any problems; however there are some minor comments associated with the materials specifications of what they are proposing for the manhole in particular. Mr. Rabideau made a motion to grant Pine Ridge the ability to install the 30 foot long stub with the following conditions: Number 1 – that prior to any work commencing there is a preconstruction meeting and that the applicant's engineering consultant fully satisfies the review of Beta Group and that our engineer signs off on the final plans prior to any construction. Secondly, that this is not to be construed in any way shape or form of the Commission's opinion on the project as a whole and that that would require a separate application which would be subject to a full review under the Commission's Article 16 and basically that this is at the applicant's risk to go forward with this. The motion was seconded by Mr. Wolfe, so voted.

Voted: It was voted to allow Pine Ridge to install the 30 foot long stub under the conditions that prior to the start of the work they must satisfy the review of the Beta Group and the engineer must sign off. Also that this is not approval of the overall project by the Commission and it is at the applicants risk to go forward with this.

06-09-44 – A letter from Cheri Hall, Parks and Recreation Director, was read requesting a waiver of the inspection fee for the sewer connection of the restroom facility at the Hauser Memorial Field. Mrs. Franklin stated that when they had given us their schedule they had put in for two days for the work to be completed. Mr. Skerpan reported that the work was done last week and that it only took one day to complete. Mr. Skerpan stated he provided a follow up letter indicating the escrow amount that was deposited and what the final cost was. Therefore the cost that they are asking to be waived is not the \$1300.00 that was deposited but the \$724.00 that was the actual cost. Mr. Rabideau stated that this is not a wavier of a fee; someone has to pay the fee one way or the other. Mr. Rabideau made a motion to decline the wavier. Mr. Wolfe seconded the motion, so voted. Mr. Kane asked Mrs. Franklin to send a letter to Cheri Hall regarding this matter.

Voted: To decline the waiver of the inspections fee for the sewer connection of the restroom facilities at the Hauser Memorial Field.

06-09-45 – A letter from Pam Moulico, Treasurer, Between the Cracks was read regarding a donation. Mr. Wolfe made a motion to receive and file the letter. The motion was seconded by Mr. Rabideau, so voted.

Voted: To receive and file the letter from Pam Moulico, Treasurer, Between the Cracks.

06-09-46 – Mr. Rabideau asked Mr. Martin to comment on the Inter-Office Memorandum from Thomas Kravitz, Planning & ED Coordinator regarding Stillwater Mill Complex, Library Phase II and a letter to Mr. Kravitz from Edwards & Kelcey regarding Burrillville Library Project – Proposed library's sewer flow rates. Mr. Martin stated he had forwarded the letters to Mr. Skerpan and they had met with their engineer and Mr. Kravitz last week. Mr. Martin stated he would take no acceptance to the flows that have been provided. Mr. Martin stated their flow estimate is not out of line. The flow would not be a great issue. Mr. Rabideau asked why they would approve a designated flow estimate. Mr. Martin stated that they need some concurrence from the Commission that has to do with the fact that they can apply for and have a reasonable chance for getting some sort of grant from the Champlin Foundation. Mr. Kane stated the planning board

is considering this final library subdivision proposal for final approval at its' October meeting. He stated they need a letter from the Commission that states there is the capacity in the sewer line to take this and will approve it upon the detailed plans being submitted to the Commission. Mr. Rabideau asked Mr. Skerpan if he was comfortable with the flow estimate. Mr. Skerpan stated he was. Mr. Rabideau made a motion that a letter be sent to the planning board approving their flow estimates and letting them know the capacity is available with in our system. Based upon those estimates, we would approve acceptance of the flow from the new library pending final approval of their site plans. The motion was seconded by Mr. Wolfe, so voted.

Voted: To send a letter to the planning board stating the Commission accepts their flow estimates and has the capacity to accept them into the sewer system.

Memo to the Commission regarding surplus equipment was read. Mr. Rabideau made a motion to authorize the office staff to dispose of the equipment listed. The motion was seconded by Mr. Wolfe, so voted.

Voted: To dispose of the surplus items.

Attorney's Report: Mr. Kane reported that he received a call from Mrs. Franklin regarding the assessments of the new condominiums developments and the charges per unit. Mr. Kane suggested that because there are several of these projects going up a discussion should be opened up regarding the matter. Mr. Kane suggested that the assessment should be a realistic assessment and that the Commission should adopt a resolution that any funds that come in from assessments by a private development be set up in a capital reserve account, so it is available to the Commission. Mr. Kane stated the two factors regarding this matter are, one, what the frontage assessment is going to be and two if there is one connection going into the building but there is two, three, or four units in the building is each unit going to be assessed the \$750.00 charge. Mr. Kane suggested that because some of these developments are going to be changing hands in the near future the Commission should, within the next 30 days, address these issues. Mr. Kane suggested the Commission needs to say that the assessment charge for private subdivisions is going to be X number of dollars. Mr. Kane also stated that it should be clear that, no matter how many connections go into the building, each residential unit shall be charge a fee. Mr. Kane stated he would put together a draft for the Commissions on these issues and they should have a workshop within two weeks. Mr. Kane suggested that the meeting be called a special meeting and not a workshop, because The Commission cannot vote at a workshop. Mr. Wolfe made a motion that the Commission call for a special meeting on the 27th of September regarding this matter. The motion was seconded by Mr. Rabideau, so voted. Mr. Rabideau made a motion to accept the report of the attorney. Mr. Wolfe seconded the motion, so voted.

Voted: To hold a special meeting on September 27, 2005 at 11:00 A.M.

Engineer's Report: Mr. Skerpan reported on a change order for Contract 19A-1. The total of the change order is \$15,070.00. Mr. Skerpan reported there were two components to the change order. The first is the negotiated credit to the sewer Commission for the contractor not having to provide a field trailer. The second item is in regards to the drainage culverts that the sewer Commission would put in for the DOT. Mr. Rabideau made a motion to approve the change order. The motion was seconded by Mr. Wolfe, so voted.

Mr. Skerpan reported on Contract 19A-1 Application for Payment No. 4. Mr. Skerpan stated the total amount payable for this application is \$408,586.50. Mr. Skerpan stated the reason why the payment was so high was because a good portion of the directional drill was in there, as well as a good portion of the pump station, and the rest of the force main. Mr. Skerpan recommended payment be made through the SRF fund for this project as well as the interceptor bond fund. The

paperwork is being prepared and he will work with Mrs. Franklin to move that forward. Mr. Rabideau made a motion to authorize payment. Mr. Wolfe seconded the motion, so voted.

The next item Mr. Skerpan reported on was Contract 19A-2 Application for Payment No.5. Mr. Skerpan stated the total amount payable is \$115,180.33. Mr. Skerpan reported under the project the culvert is currently under construction but the application of payment has no dollar value for that work. Mr. Rabideau asked how the contractor was doing on their time frame. Mr. Skerpan stated Contract 19A-2 is going along very well. Their completion date isn't until next May. They have had some significant under runs on the project. On Contract 19A-1 Mr. Skerpan stated the contractor is lagging behind. Their completion date is set for the end of November. Mr. Skerpan stated he is trying to get that pushed up as much as possible. Mr. Kane asked if the Spring Lake culvert was on schedule. Mr. Skerpan stated it appears to be on schedule. There maybe the possibility of opening the road sooner than anticipated. Mr. Rabideau made a motion to authorize payment for Contract 19A-2. Mr. Wolfe seconded the motion, so voted.

Mr. Skerpan then reported on the Spring Lake underground tank removal. Mr. Skerpan stated there was a problem with the delivery of the tank. The tank has been on order for awhile. The contractor told Mr. Skerpan the arrival date of the tank would not be until September 26th. Under the consent order we had to have the tank replaced by September 30th. Mr. Skerpan stated to the contractor that was not acceptable and that the tank needed to be in sooner. Mr. Skerpan stated he was told the new delivery date would be September 19th, which would be confirmed later today with the manufacturer. Mr. Skerpan's recommendation to the board would be prior to the end of this week allowing him to send a letter to the contractor reserving the sewer Commission's rights to asses damages. Mr. Rabideau asked if they could get an extension on the consent order. Mr. Skerpan stated the old tank had been removed already. Mr. Rabideau made a motion to authorize Mr. Skerpan to send the letter to the contractor as well as Mr. Kane sending a letter to DEM requesting an extension. The motion was seconded by Mr. Wolfe, so voted.

Mr. Skerpan then reported on Hauser Memorial Field which was completed. Mr. Skerpan also stated their was a pre construction meeting with the Harrisville Village this morning, for them to install their manhole in Steere Farm Rd and stub off to the side of the road. That will commence as of tomorrow. They do have their DOT permit and traffic management plan. Mr. Skerpan stated he did receive a copy of the record drawings for the Mill Pond development project. Mr. Skerpan stated he did review those and has included correspondence with comments. There are a number of items that have not been provided. Mr. Skerpan asked that his correspondence be mailed to the contractor. Mr. Skerpan reported that the Commission received a shop drawing package for Lagensetra's underground piping and pump stations. Mr. Skerpan stated that a construction schedule had not been submitted yet. Mr. Kane asked Mr. Skerpan when they will receive his review. Mr. Skerpan stated he hoped to have it back to them by the end of this week.

Mr. Wolfe made a motion to accept the report of the engineer. The motion was seconded by Mr. Rabideau, so voted.

Superintendent's Report:

Mr. Martin presented the Superintendent's Report for the month of August:

SUPERINTENDENTS REPORT

Month of August 2005

A.	<u>Influent to Treatment Facility :</u>	M.G.	Date Occurred
	Average daily flow	0.6061	N/A
	Maximum daily flow	0.6460	31-Aug
	Minimum daily flow	0.5120	14-Aug
B.	<u>Biochemical Oxygen Demand</u>	Percent removal	Average
	:		Concentration
	E.P.A./ D.E.M. requirement	> 85.0%	< 10.0 mg/l
	Facility achieved	98.8%	2.2
C.	<u>Total Suspended Solids :</u>		
	E.P.A./ D.E.M. requirement	> 85.0%	< 15.0 mg/l
	Facility achieved	97.6%	6.2
D.	<u>Total Phosphorus :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
	Facility achieved	87.3%	0.77
E.	<u>Total Ammonia :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 8.9 mg/l
	Facility achieved	92.9%	2.1
F.	<u>Disposed Sludge :</u>		
	Dry Tons disposed of	31.26	
	Number of loads removed	23	
	Average dry tons/load	1.36	

2. COLLECTION SYSTEM OPERATIONS :

There was one call-in during the month at all pump stations for loss of power because of bad weather. All alarms were reset and stations returned to normal operation.

Mr. Martin also included the financials through the end of August with his report.

Mr. Rabideau made a motion to accept the Superintendent's Report. The motion was seconded by Mr. Wolfe, so voted.

Old Business: A memo from Mrs. Franklin was read regarding the status of the WWII Memorial Bridge Dept. of Transportation invoices and balance of funds. Mrs. Franklin stated she forwarded the check to the DOT. The balance left in the fund was supposed to be transferred back into the sewer Commission's capital account. To date it had not been transferred back. Mr. Kane suggested a letter be sent to John Mainville with a copy to the town manager saying that the outstanding invoice has been paid to the DOT and we are requesting the balance be transferred back to our capital account because it is the Commission's money. Mr. Rabideau made a motion to authorize the office manager to send a letter to Mr. Mainville and carbon copy to the Town Manager, Mr. Wood. The motion was seconded by Mr. Wolfe, so voted.

Mr. Kane stated that an indication should be made that the item on the amendment was taken up earlier in the meeting. Mr. Rabideau made a motion that the amendment on the agenda was taken up under the attorney's report. Mr. Wolfe seconded the motion, so voted.

Having no further business to come before the Commission, Mr. Rabideau made a motion to adjourn the meeting. Mr. Wolfe seconded, so voted.

Respectfully Submitted,

Stacey Richard
Financial Aide