

Burrillville Sewer Commission
Regular Meeting of 10/11/05
Board Room of the WWTF

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
John Martin – Superintendent
John O'Neil – Lynch
Wallace Auclair – Resident of Glendale Village
Peg Franklin – Office Manager
Stacey Richard – Financial Aide

Mr. Raymond George opened the regular meeting at 12:00 P.M.

The first item on the agenda was the question of accepting the minutes of the Regular Meeting of August 9, 2005, the Regular Meeting of September 13, 2005, and the Special Meeting of September 27, 2005, and the question of dispensing with the reading of said minutes. Mr. Don Wolfe made a motion to dispense with the reading and accept the minutes as presented. The motion was seconded by Mr. Scott Rabideau to accept the minutes of the Regular Meeting of August 9, 2005, and the Regular Meeting of September 13, 2005. Mr. George seconded the motion to accept the minutes of the Special Meeting of September 27, 2005, so voted.

Correspondence:

06-10-48 – A letter from EPA was read by Mrs. Franklin. Mr. Rabideau made a motion to receive and place the letter on file. Mr. Wolfe recommended that each employee receive a copy of the letter along with a letter from the Commission saying that they appreciate their good work. Mr. George suggested each member of the Town Council also receive a copy. Mr. Rabideau amended his motion to include the above suggestions. Mr. Wolfe seconded the motion, so voted.

0610-49 – A letter from Superintendent of Schools, Barbara A. VonVillas, Ph.D, regarding connecting the Burrillville Middle School to the sewer system, was read by Mrs. Franklin. Mr. Skerpan stated it needs to be clarified that the only extent that the Commission is going is along Route 102 and that access will be made available should the school department choose to put the line in. Mr. Rabideau made a motion to receive this letter and forward a letter to Superintendent VonVillas and let her know that there are no costs other than having their site engineer design the tie in based on the depth of the line. Mr. Wolfe seconded the motion, so voted.

Attorney's Report: Mr. Kane suggested his report be kept until the end because a discussion needs to be started as to what the Commission is going to recommend to the Town Council for an assessment charge.

Engineer's Report: Mr. Skerpan reported on the Spring Lake UST Project. Mr. Skerpan stated it has been somewhat of a busy month. The Spring Lake Underground tank project has been completed. Mr. Skerpan stated the closure assessment report has been submitted and forwarded on to DEM. Mr. Kane stated the Commission did not need to ask for an extension because the project was completed in time. Mr. Skerpan reported on Change Order #1 for the underground tank and Change Order # 2. Mr. Skerpan noted there is a 2% retain age for one year, which was \$646.02. Mr. Skerpan reminded the Commission under the Administrative consent order the Commission was supposed to spend at least \$33,870.00. Actually spent was \$32,300.93. The difference was \$1,569.07. Under the consent order the difference needs to be paid to RIDEM. Mr. Skerpan suggested submitting the financial report that is required and see where it goes from there with DEM in regards to requesting the \$1,569.07 difference.

Mr. Rabideau made a motion to approve Change Order #1 as documented in the October 6, 2005 correspondence from Beta Group, total amount of the change order is \$15,975.93. The motion was seconded by Mr. Wolfe, so voted.

Mr. Rabideau made a motion to approve Change Order # 2, which formalizes the final contract sum at \$32,300.93. Mr. Wolfe seconded the motion, so voted.

Mr. Rabideau made a motion to approve application for payment #1, which is the final payment to the contractor, total amount of the payment is \$31,654.91. The motion was seconded by Mr. Wolfe, so voted.

Mr. Skerpan stated the final financial report to DEM needs to be submitted within 30 days. Mr. Rabideau made a motion to authorize legal council to issue the final letter to DEM regarding the closure of this matter. Mr. Wolfe seconded the motion, so voted.

Mr. Skerpan then reported on contract 19A-1 application for payment # 5. Payable this application is \$161,964.90. On this payment \$94,417.90 is paid through the SRF program and \$67,547.00 is paid out of the Commission's Capital account but will be reimbursed through the Interceptor Bond Fund.

Mr. Wolfe asked when the contractor expects to be finished. Mr. Skerpan stated on contract 19A-1, they are pushing for the pump station to be operational by the first part of November. Mr. Skerpan reported one of the two poles that are necessary was planted yesterday by Narragansett Electric. The other pole may not have been planted because of the rain. Once the pole is planted Narragansett has indicated the power would be in within a couple of weeks. Mr. Skerpan also stated the chairman of the Commission signed an agreement associated with that pole that was necessary and the contractor will be paying the fee for the pole later on, which will be reimbursed through the contract. The contract has indicated the generator has been tied up and probably will not be on site until February however the manufacture will be providing a temporary on site generator so that the station will be operational through out the winter months. In regards to the rest of the contract, especially the paving aspects of 19A-1 which is redoing Victory Highway, Mr. Skerpan stated he is currently talking with the contractor for the scheduling of the binder course prior to the winter months and with the final overlaying coming next spring. Mr. Wolfe asked if the contractor was planning to do curb to curb. Mr. Skerpan stated certain elements will be curb to curb, where the gravity line is on Victory Highway, but a majority of the trench along Victory Highway will only be half the roadway where the force main went. Mr. Wolfe stated the piece he was really interested in is the piece up along side of Bella's. Mr. Skerpan stated that would be curb to curb and that is part of contract 19A-2.

Mr. Wolfe made a motion to approve application payment # 5 for contract 19A-1 in the amount of \$161,964.90; secondly Mr. Wolfe made a motion to approve the town's portion of that contract in the amount of \$67,547.00. The motion was seconded by Mr. Rabideau, so voted.

Mr. Skerpan stated as a follow up to the last meeting regarding the Interceptor Bond Fund, unfortunately because the contractor's mother company is in Houston, TX all of the checks go into a lock box and then go to Houston before they are cashed. Mr. Skerpan stated he spoke with Mrs. Franklin and they are going to try and get the cancelled check from online so that the reimbursement papers can get in as quickly as possible.

Mr. Skerpan then reported on contract 19A-2, application for payment # 6. This payment is \$237,140.85. A high percentage of this payment is associated with the replacement of the Spring Lake drainage culvert, which is being paid for out of the town DPW's funds. The Commission will be paying, under the SRF program, \$92,149.85. The town DPW will be paying \$144,991.00. Mr. Rabideau asked Mr. Kane if the Commission had authorization to approve the town's payment. Mr. Kane asked Mr. Skerpan if the arrangement with the town was that the town was supposed to reimburse the Commission. Mr. Skerpan stated he was under the understanding that the town would be paying directly. Mr. Kane suggested approving the requisition, move to pay \$92,149.85, and request that a copy of this requisition be sent to the town so that they can pay their share of \$144,991.00. Mr. Skerpan noted that the \$144,991.00 is only a partial payment.

Mr. Rabideau made a motion to approve the requisition and authorize payment of the \$92,149.85 portion and to submit the information to the town for their payment of the balance in the amount of \$144,991.00. Mr. Wolfe seconded the motion, so voted.

Mr. Skerpan reported that the Spring Lake Culvert was reopened on September 29, 2005 to traffic. There is work still taking place on Spring Lake Road, related to the sewer. There is also work associated with the guardrails for the culvert still going on. That will be done at the end of this week or the end of next week. Mr. Skerpan stated once Spring Lake Road is completed the contractor is going to turning their attention to finishing up Victory and Bronco Highway. There are two stretches still to be done. Mr. Skerpan stated he asked the contractor, because of the upcoming winter months, to immobilize a second crew. The contractor has agreed to do that.

Mr. Skerpan gave an update on Sgaggero/Asiago Foods. Mr. Skerpan stated the project is being done today and should be completed anytime now.

Mr. Skerpan then gave an update on the Laginestra/Stedagio project. Mr. Skerpan stated the underground piping work is scheduled to begin tomorrow. Mr. Wolfe asked if the items that Laginestra was supposed to deliver to the Commission before the 12th had been received. Mr. Skerpan stated some of the items that the Commission had asked for were here. One of the items that had been asked for was a date as to when all of the other documents were going to be submitted. Mr. Skerpan stated he did not see a date. Laginestra just said it would be submitted when they have it and prior to the discharge permit. Mrs. Franklin stated the last time she spoke with Mike Abbodd he said Dante GiaMarco had receive the package was reviewing it and he had not completed the review yet. Mr. Wolfe stated that his understanding was that on the Monday following the Friday meeting the Commission was going to get a call from Laginestra on the submittals. Mrs. Franklin stated that did not happen. Mr. Skerpan stated that based on DEM's letter to Laginestra, they had until September 30, 2005 to submit their information to them. Mr. Skerpan does not believe Laginestra made that date either. Mr. Wolfe asked if the Commission had received a check for the \$17,900.00. Mrs. Franklin stated that the check was received. Mr. Wolfe stated that at the preconstruction meeting with Laginestra, it was specifically told to them that this approval was for the underground piping only and had nothing to do with the rest of the project.

The next item Mr. Skerpan reported on was Pine Ridge Development. Mr. Skerpan reported that he did receive a revised set of plans. Mr. Skerpan stated they did comply with everything in the design drawings. The only comments Mr. Skerpan had were relative to water clearance and submission of the DOT permit, prior to pulling the permit for sewer connection. Mr. Skerpan suggested the Commission issue a letter to Pine Ridge notifying them that as soon as he has those items they can move forward.

Mr. Skerpan then reported on the Mill Pond Development. Mr. Skerpan stated there had been a couple of record drawing submissions that didn't quite meet standards. Mr. Skerpan stated Mr. O'Neil from Lynch had submitted a revised set of record drawing this morning. Mr. Skerpan stated this project is very close to being considered acceptable other than the record drawings. Mr. Skerpan recommended, rather than having the applicant wait another month for the Commission to approve discharge, they could approve the project subject to confirmation of the submitted plans being approved. Mr. Rabideau made a motion to grant conditional approval to Mill Pond Village, based upon acceptable record drawings being submitted to the Commission and being reviewed by the Commission's engineering consultant. The motion was seconded by Mr. Wolfe, so voted.

Mr. Skerpan reported on a request for sewer connection on Cooper Hill Road. Mr. Skerpan recommended acceptance of the current design subject to the comments and administrative reminders. Mr. Rabideau made a motion to approve the sewer connection for Eugene Alpert provided that the recommendations of the engineering consultant are followed. Mr. Wolfe seconded the motion, so voted.

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

Superintendent's Report:

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

SUPERINTENDENTS REPORT

Month of August 2005

1. OPERATIONS :

A.	<u>Influent to Treatment Facility :</u>	M.G.	Date Occurred
	Average daily flow	0.5961	N/A
	Maximum daily flow	0.6460	01-Sep
	Minimum daily flow	0.5570	04-Sep
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	99.1%	1.6
C.	<u>Total Suspended Solids :</u>		
	E.P.A./ D.E.M. requirement	> 85.0%	< 15.0 mg/l
	Facility achieved	98.3%	5.1

D. <u>Total Phosphorus :</u>		
E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
Facility achieved	88.2%	0.70
E. <u>Total Ammonia :</u>		
E.P.A./ D.E.M. requirement	N/A	< 8.9 mg/l
Facility achieved	93.2%	2.1
F. <u>Disposed Sludge :</u>		
Dry Tons disposed of	31.07	
Number of loads removed	22	
Average dry tons/load	1.42	

2. COLLECTION SYSTEM OPERATIONS :

There were three call-ins during the month. Two at Eagle Peak Rd. and one Beach Rd.. All were alarm reset's and station returned to normal operation.

Mr. Martin also included the financials through the month of September. Mr. Martin commented that the budget for this year is going to be one of the more difficult years because of fuel prices and because insurances rates increased substantially. Mr. Rabideau asked if a supplemental budget was done. Mr. George stated it was not. Mr. Rabideau stated if the budget was going to be that far off it might be worth while to do one.

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

Old Business: Mrs. Franklin stated she will have the write-offs ready for the next meeting.

Mr. George asked Mr. Wolfe to read a letter, dated October 5, 2005, to the Town Council from Michael Wood, Town Manager. The letter stated that because the Sewer Commission had not provided information that had been requested several months ago Mr. Wood could not finish a report he was trying to prepare. It was noted that nothing had been received regarding this request by the Commission prior to this letter. Mr. Wolfe suggested a response be sent to Mr. Wood and all of the town council members stating that it is unclear to the Commission what Mr. Wood is asking for and the Commission would like to meet with Mr. Wood and Mr. Gonyea to resolve this matter. Mr. Wolfe made a motion to send a letter to the town manager and the town council liaison, Mr. Gonyea, inviting them to a meeting to clarify the letter that was just read and also to send a copy of the Commission's letter to all of the town council members. The motion was seconded by Mr. Rabideau, so voted.

Mr. Skerpan suggested the Commission put Contract 19B out to bid within the next couple of months. Mr. Wolfe asked if Mr. Skerpan could get the package ready to November 1st. Mr. Skerpan stated he could. Mr. Rabideau suggested for the November meeting have the package put on as an agenda item.

Attorney's Report: Mr. Kane asked that this item be put on the agenda because it has come to the point where the Commission needs to make a determination as to what they are going to recommend to the town council for the price of the front footage assessment. Mr. George stated the percentage on this referendum is much lower than in past referendums. Mr. Rabideau stated there needs to be an agenda item at the next meeting to discuss the assessments. Mr. Kane

suggested Mr. Skerpan make a chart taking the bases of 27.5% and show what it would yield. Mr. Rabideau asked to have the chart before the meeting. Mr. Skerpan stated he would make the chart. Mr. Rabideau made a motion to put on the agenda for the November meeting further discussion of assessment charge based on Mr. Skerpan's chart. The motion was seconded by Mr. Wolfe, so voted.

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

Respectfully Submitted,

Stacey Richard
Financial Aide