

Burrillville Sewer Commission
Regular Meeting of 03/14/13
Board Room of the BWWTF

Members Present: Don C. Wolfe – Chairman
William Andrews – Vice Chairman
William Peterson – Commission Member
Richard Nolan – Commission Member
Irene Smith – Commission Member

Also Present: Walter J. Kane – Attorney for the Commission
James J. Geremia – Engineer for the Commission
John Martin III – Superintendent
Donna Caccia – Cayer Caccia
Peg Franklin – Office Manager
Stacey Richard – Financial Aide

Mr. Wolfe opened the meeting at 9:00 AM.

Agenda Item – The question of accepting the minutes of the Regular Meeting of February 12, 2013; and the question of dispensing with the reading of said minutes.

Voted – Mr. Andrews made a motion to accept the minutes of the Regular Meeting of February 12, 2013 and to dispense with the reading of said minutes. The motion was seconded by Ms. Smith. All in favor, so voted.

Public Comment: None

Exit Audit FY12 – Cayer Caccia – Mrs. Caccia presented the Commission with the exit audit for FY 2012.

Voted – Mr. Andrews made a motion to receive and file the exit audit for FY 2012. The motion was seconded by Mr. Peterson. All in favor, so voted.

Memo from John Martin, III, Superintendent, regarding scheduling of meeting for FY14 budget

Voted – Mr. Andrews made a motion to receive and file the memo. The motion was seconded by Mr. Peterson. All in favor, so voted.

Memo from John Martin, III, Superintendent, regarding the purchase of JWC muffin monster cutter cartridge exchange

Voted – Mr. Peterson made a motion to approve the sole source purchase of the JWC muffin monster cutter cartridge exchange. The motion was seconded by Mr. Andrews. All in favor, so voted.

Old Business:

Discussion for policies on the following:

Sampling for industrial surcharge – tabled until next meeting

Status update on credit card system at office for customer payments and purchase of server/equipment for office

– Mrs. Franklin presented the Commission with a memo regarding an update on the credit card system.

Voted – Mr. Andrews made a motion stating that any charge backs that the Commission incurs from the credit card company will be passed on to the customer’s account. The motion was seconded by Mr. Nolan. All in favor, so voted.

Correspondence:

Town – Capital Outlay/Capital Improvement request FY 14

Voted – Mr. Andrews made a motion to make the changes as suggested by the Attorney on the future bond request and to file the paperwork with the Town. The motion was seconded by Ms. Smith. All in favor, so voted.

Project Priority List request for Projects State Fiscal Year 2014

Voted – Mr. Andrews made a motion to forward the completed list to the Town. The motion was seconded by Ms. Smith. All in favor, so voted.

Correspondence from RI Clean Water regarding structuring of next Bond Issue

Voted – Mr. Peterson made a motion to receive and file. The motion was seconded by Mr. Nolan. All in favor, so voted.

Engineer’s Report:

Facility Plan updates/timeline – The Commission scheduled a Public Workshop for April 2, 2013 at 9:00 AM to discuss phosphorus removal. Mr. Kane asked that the Town Council be invited to this workshop.

Update Fernwood/Greenridge sewer project – Mr. Geremia stated that he had received the flow monitoring data reports for the Fernwood/Greenridge development and that the plant has the capacity to accept their flow. Mr. Kane suggested that Mr. Geremia notify the appropriate parties that their submittal is adequate and that they should now follow the application submittal process.

Voted – Mr. Peterson made a motion to accept the Engineer’s report. The motion was seconded by Mr. Nolan. All in favor, so voted.

Attorney’s Report:

To receive and act on consent agreement with Daniele – Mr. Kane provided the Commission with an update consent agreement.

Voted – Mr. Andrews made a motion to accept the consent agreement. The motion was seconded by Mr. Peterson. All in favor, so voted.

Voted – Mr. Peterson made a motion to accept the Attorney’s report. The motion was seconded by Mr. Andrews. All in favor, so voted.

Superintendent's Report:

Mr. Martin presented the Superintendent's report for the month of February, 2013

SUPERINTENDENTS REPORT

Month of February 2013

1. OPERATIONS:

A. <u>Influent to Treatment Facility :</u>	M.G.	<u>Date Occurred</u>
Average daily flow	0.8823	N/A
Maximum daily flow	1.457	28-Feb
Minimum daily flow	0.7180	09-Feb
B. <u>Biochemical Oxygen Demand :</u>	Percent removal	Average Concentration
E.P.A./ D.E.M. requirement	> 85.0%	< 30.0 mg/l
Facility achieved	98.1%	4.0 mg/l
C. <u>Total Suspended Solids :</u>		
E.P.A./ D.E.M. requirement	> 85.0%	< 30.0 mg/l
Facility achieved	97.7%	7.5 mg/l
D. <u>Total Phosphorus :</u>		
E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
Facility achieved	91.5%	0.38 mg/l
E. <u>Total Ammonia :</u>		
E.P.A./ D.E.M. requirement	N/A	< 31.5 mg/l
Facility achieved	83.1%	5.1 mg/l
F. <u>Disposed Sludge :</u>		
Dry Tons disposed of	26.54	
Number of loads removed	23	
Average dry tons/load	1.15	

2. COLLECTION SYSTEM OPERATIONS:

There was one call-in during the month at the Glendale pump station. All alarms were reset and stations returned to normal operation

Voted – Mr. Andrews made a motion to accept the Superintendent's report. The motion was seconded by Ms. Smith. All in favor, so voted.

Sewer Use/Sewer Assessment Write-Offs – None

Being no further business to come before the Commission, Mr. Peterson made a motion to adjourn. The motion was seconded by Ms. Smith. All in favor, so voted.

Respectfully Submitted,

Stacey Richard
Financial Aide