

Burrillville Sewer Commission  
Regular Meeting of March 11, 2014  
Board Room of the BWWTF

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

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

Mr. Wolfe opened the meeting at 9:05 AM.

**Agenda Item** – The question of accepting the minutes of the Regular Meeting of February 11, 2014; and the question of dispensing with the reading of said minutes.

**Voted** – Mr. Peterson made a motion to accept the minutes of the Regular Meeting of February 11, 2014 and to dispense with the reading of said minutes. The motion was seconded by Mr. Nolan. All in favor, so voted.

**Public Comment:** None

**Correspondence:**

**Letter dated February 27, 2014 from Kevin Gillen, of DEM, Supervising engineer of the Office of Wastewater Management, regarding Termination of Discharge-Pascoag Groundwater Remediation System**

**Voted** – Mr. Andrews made a motion to accept the letter. The motion was seconded by Mr. Nolan. All in favor, so voted.

**Memo from John E. Martin, III, Superintendent, regarding the tentative schedule of meetings for the FY15 Budget**

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

**Authorize Chairman to work with Town Council to set a date and place for joint workshop**

**Voted** – Mr. Andrews made a motion to authorize the Chairman to set a date for a workshop with the Town Council. The motion was seconded by Mr. Nolan. All in favor, so voted.

## **Engineer's Report:**

**Authorize Geremia & Associates, Inc. to begin discussions with Blue Water Technology to develop a fixed fee proposal for the Blue Pro process equipment.**

**Voted** – Mr. Andrews made a motion to authorize Mr. Geremia to begin discussions with Blue Water Technology to set a fixed fee proposal for the Blue Pro process equipment. The motion was seconded by Mr. Peterson. All in favor, so voted.

**Request Geremia & Associates, Inc. to submit a proposal for the design services relating to the Plant modifications and phosphorous upgrades**

**Voted** – Mr. Andrews made a motion to request Mr. Geremia to submit a proposal for the design services relating to the Plant modifications. The motion was seconded by Mr. Nolan. All in favor, so voted.

**Receive and accept the engineer's proposal for the design, bidding and construction administration services for the Architectural Improvements (roofs, doors, and panel) as part of the Capital Replacement and Repair Plan**

**Voted** – Mr. Peterson made a motion to approve the engineer's proposal, not to exceed the amount of \$42,350.00 and to authorize Mr. Geremia to prepare the bid documents to be presented to the Commission prior to the May meeting and that this money be paid out of the Renewal and Replacement Fund. The motion was seconded by Mr. Andrews. All in favor, so voted.

**Capital Outlay/Capital Improvement Request FY/15 – review/approve by Commission to be forwarded to John Mainville, Finance Director** – Mr. Wolfe asked that the request be changed to show the amount as \$5 million.

**Voted** – Mr. Peterson made a motion to approve and authorize Mr. Geremia to forward the capital outlay/capital improvements to John Mainville subject to the revision as discussed. The motion was seconded by Mr. Andrews. All in favor, so voted.

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

**Attorney's Report:** Mr. Kane reported that he worked with Mr. Wolfe, Mr. Geremia, and Mr. Martin on the Facilities Plan. Mr. Andrews asked the status of properties that have not connected to the sanitary sewer system. Mr. Kane asked that Mr. Comtois, owner of 1010 Douglas Pike, be sent a letter asking him to update the Commission on the status of his property. Mr. Wolfe asked that an item be placed on next month's agenda to give an update on the properties in question.

**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, 2014

**SUPERINTENDENTS REPORT**

Month of February 2014

1. OPERATIONS:

A. <u>Influent to Treatment Facility :</u>	M.G.	<u>Date Occurred</u>
Average daily flow	0.7838	N/A
Maximum daily flow	0.9390	23-Feb
Minimum daily flow	0.7220	17-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	98.2%	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	98.4%	4.3 mg/l
D. <u>Total Phosphorus :</u>		
E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
Facility achieved	94.6%	0.35 mg/l
E. <u>Total Ammonia :</u>		
E.P.A./ D.E.M. requirement	N/A	< 31.5 mg/l
Facility achieved	72.6%	8.8 mg/l
F. <u>Disposed Sludge :</u>		
Dry Tons disposed of	26.22	
Number of loads removed	24	
Average dry tons/load	1.09	

2. COLLECTION SYSTEM OPERATIONS:

There was one call-in during the month at the Beach Road ejector 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 Mr. Nolan. All in favor, so voted.

**Sewer Use/Sewer Assessment Write-Offs** – Mr. Andrews made a motion to approve the write-off in the amount of \$258.00. The motion was seconded by Mr. Nolan. All in favor, so voted.

**Voted** – Mr. Andrews made a motion to take up the following two items under emergency matters because of the time frame. The motion was seconded by Mr. Peterson. All in favor, so voted.

Project priority list - **Voted** – Mr. Andrews made a motion that Mr. Geremia fill out the form and forward it on behalf of the Commission. The motion was seconded by Mr. Peterson. All in favor, so voted.

Mr. Kane suggested that Mr. Wolfe respond to Mr. Wood stating that the Town Council and the Commission are working on mandated sewer projects that will probably require a bond issue within this time frame however the exact amount and all the materials that are necessary to support it up are not available at this time.

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

Respectfully Submitted,

Stacey Richard  
Financial Aide