

Fred Sullivan  
Chairman

Janine L. Burke  
Executive Director



Scott Avedisian  
Mayor

**Warwick Sewer Authority**  
125 Arthur W. Devine Boulevard  
Warwick, RI 02886  
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## Board Meeting Minutes

**Thursday, November 17, 2011, 5:00 p.m.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members in attendance:</b>	<b>Guests:</b>
Fred Sullivan, Chairman	Dennis Setzko, P.E., AECOM
Aaron Guckian, Secretary	Erik Meserve, P.E., AECOM
Peter Ginaitt	Scott Goodinson
	Chris Feeney, P.E.
<b>Board Members not present:</b>	Ms. Michelle Komar
Gary Jarvis	Mr. Roy Dempsey
Steven Sylven, P.E.	Mr. Richard Langseth
	.
<b>Staff present:</b>	
Janine L. Burke, Executive Director	John Revens, Legal Counsel
Patrick Doyle, Asst. Superintendent	Mathew J. Solitro, Collection Systems Mgr.
Lynda Ortiz, Finance Cust. Service Mgr.	Lynn F. Owens, Administrative Coordinator

**1. Call to Order** At 5:08 p.m. Chairman Sullivan called this meeting to order.

### **2. Approval of Minutes**

**a.** Approval of minutes from the regular meeting held October 20, 2011.

ACTION: Mr. Ginaitt moved approval. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

### **3. Operation and Maintenance Division**

**a.** Purchase Authorization: aeration tank mixer replacement(s)  
Wilco USA, LLC: \$16,218.00 (2 units)

ACTION: Mr. Guckian moved approval. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

#### **4. March 30, 2010 Pawtuxet River Flooding**

- a. Financial Report of Flood Expenses: Director Burke stated we are working on FEMA reimbursement reporting.

- b. Flood Protection Study

AECOM to submit progress report: Mr. Setzko reviewed with the Board the progress report. He clarified that USGS has not yet finalized the numbers for the 100-year and 500-year flood elevations. He stated AECOM is coordinating this work with the Facilities Plan Amendment.

- c. Bellows Street Pumping Station: Director Burke stated planning work continues on this project; no new milestones to report.

- d. Other Flood Mitigation Efforts: Director Burke stated there is a list of projects WSA would like to pursue if funding becomes available.

#### **5. Collection Systems Division**

- a. Award of Contract "BB": Construction of the System of Sewers, Contract BB, Sewer Pipelines for Miscellaneous Sewer Extensions in Streets D'Ambra Construction Co., Inc.

ACTION: NOTE: In addition to miscellaneous sewer extensions, this contract secures construction services for emergency repair work to the City's collection system.

Director Burke stated staff and consultants completely rehailed our contract documents this year and all of our detail drawings. She stated one bid was received and has been reviewed by our engineers and the collection systems manager, and we recommend the award of contract to D'Ambra Construction Co., Inc. Board members discussed the bid process and the unit prices received from the one vendor. Mr. Ginaitt asked for confirmation that the costs are in alignment with others seen in similar construction contracts and that the price increases are reflective of normal percentage increases for the scope of services. Mr. Solitro offered to take some time over the next month to further review the document to compare the quantities and the units to the Means Catalog or the available state purchasing/contracting data. Mr. Ginaitt stated this inquiry is not related to the contractor's performance. He stated the Board has a fiduciary responsibility to make certain that WSA is getting competitive bid(s) that are in alignment with the norm. Mat Solitro asked that Crossman Engineering and/or GRA assist with the continued review.

Held until the December 15, 2011 meeting.

**Warwick Sewer Authority Board Meeting Minutes**

November 17, 2011, 5:00 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

Attorney Revens read into the record an amendment to the language of the contract, Section 00510 of the Contract Agreement, Section 4: “The contractor agrees to perform all of the work requested by the Authority as described in the contact documents, and comply with the terms therein for the sums shown in the Bid Schedule.” (The contract documents will be amended to reflect this change).

**b. Sewer Project Update Reports**

**i. Construction Services**

1. Governor Francis Farms Phase II
2. Bayside IV/Longmeadow

ACTION: Mr. Solitro provided an update on connections in the Governor Francis Farms Phase II service area. No action required.

**ii. Engineering Services (Future Project Planning)**

1. Governor Francis Farms Phase III
2. Bayside I-III
3. Northwest Gorton Pond
4. O’Donnell Hill

ACTION: Director Burke stated EPA is setting up a meeting with Mr. Harris of the Narragansett Indian tribe. No action required. Chairman Sullivan asked Mr. Ginaitt to sit in on the meeting.

**c. Infrastructure improvement: 48 inch sewer line located below Interstate Route 95**

ACTION: Mat Solitro stated he’s been researching the 48 inch pipe running below Route 95 (preliminary investigation including camera work). He stated we’ve decided to look into different methods to improve the structural integrity of the pipe. He said this is not a critical task but does need to be addressed in the near future. Mr. Solitro will consider slip lining (\$284K), epoxy coating (\$276K) (both require bypass) and rip polyethylene (\$500K) that can be pulled through the pipe requiring no bypass. No engineering work has been conducted. He stated WSA would need state approval for the bypass operation, which he would like to do in-house using Godwin pump equipment. Director Burke stated the next step is to prepare an open ended bid and budget the funds for the improvements. Board members recognized the importance of this infrastructure improvement. Mr. Ginaitt asked if RIDOT needs to be involved with this work. Director Burke stated she has been and will remain in contact with Robert Smith of RIDOT.

**Warwick Sewer Authority Board Meeting Minutes**

November 17, 2011, 5:00 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

**6. Billing Services Division**

- a. Regulation 60: Sewer Assessment Charges (where private funds are used for sewer installation)

ACTION: Review of regulation; no action required. Director Burke stated this was added to the agenda at the Chairman's request. She said we will work with legal counsel to consider handling these adjustments administratively via changes to the regulation.

- b. Paul Roberts, The Homeowner Safety Valve Company, to report on the Sewer Line Insurance Program: Mr. Roberts will attend the December 15, 2011 meeting.

**c. Sewer Assessment Abatement**

<b>Name</b>	<b>Service Address</b>	<b>Reason</b>	<b>Amount</b>
Philip & Karen Tanner	148 Honeysuckle Road Plat 314 Lot 58	Assessed on 129 feet of frontage. Documented frontage is actually 102 feet.	\$2,214.00
Kerrin E. and Steven Martini	1336 West Shore Road Plat 336 Lot 346	Property owner entered into conservation easement with CRMC; change assessment method from acreage to frontage	\$21,887.01
State of RI Department of Transportation	775 East Avenue Plat 263 Lot 1	Property acquired by the State of RI DOT for relocation of the East Natick Bridge. Abate balance of assessment.	\$2,889.56
State of RI Department of Transportation	769 East Avenue Plat 263 Lot 2	Property acquired by the State of RI DOT for relocation of the East Natick Bridge. Abate balance of assessment.	\$1,076.99

ACTION: Director Burke stated staff recommends passage. Mr. Ginaitt moved approval. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

**d. Sewer Assessment Abatement**

<b>Name</b>	<b>Service Address</b>	<b>Reason</b>	<b>Amount</b>
Alice B. Westervelt, Trustee	v/l Spring Green Road Plat 306 Lot 229	Vacant lot is zoned farmland/forest/open space. Abate assessment until such time as the property is transferred or developed.	\$14,104.00

ACTION: Director Burke stated a resolution will be attached to the property's land evidence records to protect our right to assess if developed. Mr. Guckian moved approval. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

**Warwick Sewer Authority Board Meeting Minutes**

November 17, 2011, 5:00 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

**e. Sewer Assessment Abatement/Supplement**

<b>Name</b>	<b>Service Address</b>	<b>Reason</b>	<b>Amount</b>
Brier and Associates, Inc.	v/l Lindell Street Plat 294 Lot 84	Property merged with lot 83 in 2004. Abate assessment and supplement Account 65850, Nine Hundred Eighty Nine Corporation	\$1,559.81
Emery's Catering Services	v/l Winter Avenue lat 332 Lot 825	Property merged with lot 862 in 2010. Abate assessment and supplement Account 76234, Emery's Catering Services	\$1,738.30

ACTION: These items are tabled to December 15, 2011.

- f. Donna M. Wheeler, 150 Kirby Avenue, Warwick, to appeal to the Warwick Sewer Authority for an adjustment to her sewer assessment.

ACTION: This item is tabled to December 15, 2011.

**7. Administrative Items**

- a. Director's Report
  - i. Effective Utility Management Project Update
  - ii. Financial Report
  - iii. Administrative Schedule

Director Burke stated the financial report is included in your agenda packets.

- b. Chairman's Report: none.
- c. Sewer Assessment Committee Report: Director Burke stated the committee continues to meet.
- d. 2012 Meeting Calendar

Mr. Ginaitt moved to approve the meeting schedule for 2012. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

**8. Consent Agenda – Correspondence**

- a. Providence Business News article: Recycling of Grease (10-10-11)
- b. The Trust to WSA: Statement of Loss (10-18-11)
- c. Assessment Deferment Renewal: Plat 364 Lot 417 (10-26-11)
- d. WSA to D'Ambra Const. Co., Inc. Contract AA (10-27-11)
- e. USEPA regarding Integrated Municipal Stormwater and Wastewater Plans (10-27-11)
- f. MSCP Deferment: Plat 306 Lot 129 (10-26-11)
- g. MSCP Deferment: Plat 314 Lot 19 (11-3-11)

## **Warwick Sewer Authority Board Meeting Minutes**

November 17, 2011, 5:00 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

- h.** WSA October 2011 Financial Report to City Council (11-2-11)
- i.** West Warwick to City of Warwick regarding Facilities Plan (11-4-11)

**ACTION:** Mr. Guckian moved approval. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

### **9. New Business**

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

No new business presented.

### **10. Old Business:** no discussion.

- a.** WSA Deferment Policy
- b.** Mandatory Sewer Connection Program
- c.** Amendments to By-Laws
- d.** Modifications to Septage Hauling Regulations
- e.** GIS Program Status
- f.** Cedar Swamp pump station improvements

### **11. Facilities Plan Amendment Information Meeting: 5:30 p.m. - 6:30 p.m.**

**At 5:36 p.m., Chairman Sullivan introduced the engineers from AECOM, Mr. Dennis Setzko, P.E. and Mr. Erik Meserve, P.E., who are making an initial presentation to the Board on the Draft Recommended Facilities Plan Amendment. The following is a summary of the presentation.**

In 2008 the City of Warwick and WSA negotiated a consent agreement with the Rhode Island Department of Environmental Management (RIDEM) that requires WSA to prepare a Facility Plan Amendment and complete upgrades necessary to meet a revised phosphorus discharge limit of 0.1 mg/L and a nitrogen discharge limit of 8.0 mg/L. This plan identifies ways to optimize the current treatment process and to determine the most suitable strategy for completing these upgrades, taking into account future flows and loads and potential changes in future effluent limits. Due to ongoing sewer construction and new connections, the number of people served by the system continues to grow. The plan also considers the sewer expansion and evaluates the capacity of the current and future collection system.

Following submittal to RIDEM on December 1, 2011, the Draft Facility Plan Amendment will be posted on the WSA website for review and comment, with hard copies available for review at the WSA Administrative Office and the central branch of the Warwick Public Library, 600 Sandy Lane.

**Warwick Sewer Authority Board Meeting Minutes**

November 17, 2011, 5:00 p.m.

WSA Conference Room, 125 Arthur W. Devine Blvd., Warwick, RI

A formal Public Hearing will be scheduled in early 2012 to present the Final Recommended Plan and to solicit comments for the public record. Notice of the Public Hearing will be posted in the local newspaper and on the RI Secretary of State and WSA websites.

Director Burke and AECOM engineers Setzko and Meserve made a PowerPoint presentation on the Draft Recommended Plan. The PowerPoint presentation is part of this record. All written comments will be considered and responded to by WSA and AECOM.

The Board members commented on the significant effort that went into the Draft Plan and encouraged interested parties to comment in writing in advance of the Public hearing.

**12. PUBLIC COMMENT PERIOD**

Mr. Roy Dempsey shared his comments with the Board regarding the Facilities Plan Amendment. He questioned the science behind RIDEM's new permitting limits and the expense associated with meeting those limits, and suggested that RIDEM be present at the public hearing.

Ms. Michelle Komar shared her comments with the Board regarding the Facilities Plan Amendment process. She wanted to see an outline of funding sources and wanted to comment on the Draft Plan before presented to RIDEM. She asked for information on how other communities have responded to similar RIDEM upgrade mandates. She suggested WSA get a commitment from RIDEM that there will be no more reductions in permit limits in order for this Plan to be cost effective. She would like to see the monthly DMRs to see how closely WSA is meeting the loading requirements.

Mr. Richard Langseth shared his comments with the Board on the Facilities Plan Amendment and suggested a series of neighborhood meetings be held to review the Plan. He questioned the level of pollution in the Pawtuxet River and the availability of funding for this project.

**13. Adjournment**

Mr. Ginaitt moved to adjourn. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt and Guckian voted in favor of the motion. Motion approved.

At 6:34 p.m. this meeting ended.

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Aaron Guckian, WSA Secretary

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Date Approved