

Aaron Guckian  
Chairman

Janine L. Burke  
Executive Director



Scott Avedisian  
Mayor

**Warwick Sewer Authority**  
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## BOARD MEETING MINUTES

**Thursday, November 20, 2014, 5:30 p.m.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members present:</b>	<b>Board Members not present:</b>
Aaron Guckian, Chairman	Steve Sylven, P.E.
Gary Jarvis, Secretary	
Gary P. Marino	<b>Guests:</b>
Peter Ginaitt	Dennis Setzko, P.E., AECOM
	Joe Boccadoro, P.E., AECOM
	Shaun Galligan, Lucas Milhaupt Warwick LLC
	Peter Garvey, Dewberry
<b>Staff present:</b>	
Janine L. Burke, Executive Director	John Revens, Legal Counsel
Lynn F. Owens, Administrative Coordinator	Patrick Doyle, Superintendent
BettyAnne Rossi, Pretreatment Coordinator	Mathew Solitro, Collection Systems Manager

1. **Call to Order** At 5:36 p.m. Chairman Guckian called this meeting to order.
2. **Pledge of Allegiance** Those in attendance rose to salute the flag and state the Pledge of Allegiance.
3. **Approval of Minutes**
  - a. Approval of minutes from the regular meeting held October 23, 2014.

**ACTION:** Mr. Jarvis moved approval as submitted. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Jarvis and Marino voted in favor of the motion. Mr. Ginaitt unavailable for vote. Motion approved.

4. **Industrial Pretreatment Program (IPP) Division**
  - a. Amendment of the Sewer Use Ordinance (WSA Regulations 10, 40, 54) to incorporate updated Industrial Pretreatment Program Local Limits. Public hearing scheduled for December 18, 2014.

DISCUSSION: Ms. Rossi stated a date has been set for the public hearing for proposed changes to WSA Industrial Pretreatment Local Limits; December 18, 2014, 2:00 p.m. - 3:00 p.m. She stated public notice appeared in the Warwick Beacon on November 18<sup>th</sup>, and will again on December 4<sup>th</sup>. She stated all Significant Industrial Users have received an email on the proposed changes to the Local Limits. Ms. Rossi stated WSA met with Mr. John Howell of the Warwick Beacon, who will run an article in an upcoming edition of the paper regarding the proposed changes and their impact on Warwick businesses. She stated public comments and questions will be accepted for a thirty-day period. She stated WSA will bring its findings to the Board at the December 18<sup>th</sup> meeting, asking that you approve the proposed changes (pending comments).

## 5. AWT-Phosphorus & Flood Control Project, Contract No. 91

- a. AECOM to submit progress report and updated schedule

DISCUSSION/ACTION: Mr. Setzko and Mr. Boccadoro reviewed the written progress report with the Board:

This Progress Report summarizes activity between October 18, 2014 and November 14, 2014 on Contract 91: Phosphorus Removal Upgrade/Flood Control & Mitigation Project, and provides a four week look ahead.

### Construction Progress

- Overall, the project is approximately 25% complete;
- Continued to provide construction administration services such as reviewing and processing RFIs, shop drawings, change order proposals and contractor applications for payment, and field observation and specially staff site visits for Building Code compliance;
- Held fifth progress meeting on November 7<sup>th</sup> with Hart and WSA;
- Held weekly coordination conference calls;
- Norwalk Marine, Hart's Subcontractor, continued to encounter difficulties driving sheeting due to different soil conditions. Floodwall alternatives in these locations are currently under evaluation;
- Phosphorus Building Work:
  - Continued wall reinforcing and installation of wall forms;
  - Continued pouring of wall concrete.
- Levee Work:
  - Floodwall sheeting encountered difficulties as noted above;

- Continued placing and compacting general and impervious fills on the earth portion of the levee;

#### **Permitting**

- Received signed DOT easement documents;

#### **Four Week Look Ahead-Phosphorus Building**

- Continue wall formwork and concrete pours;
- Continue installation of pipe penetration sleeves;
- Next progress meeting scheduled for December 5<sup>th</sup>.

#### **Four Week Look Ahead-Levee**

- Continue placing general and impervious fills;
- Continue evaluation and pricing of sheeting alternatives.

Mr. Setzko passed out a schematic of alternative conceptual levee alignments, which was discussed during review of the WSA Levee – Redesign Matrix Options Draft 11-14-14 document.

Mr. Setzko stated due to extreme conditions encountered while driving the (vinyl) sheeting at the levee, we started looking at alternate options for levee improvements. He stated there are interior and exterior options, both listed in the redesign matrix.

Director Burke stated in terms of interior levee improvements, we are focusing on the two most viable options, sheet pile wall (steel) and concrete T-wall construction. Mr. Setzko stated the other options listed are costly, and provide no greater advantage. Board members discussed the options and considerations in detail.

Mr. Setzko stated the main issue with all the exterior options is permitting (scheduling delays expected). He stated the levee is in the floodway, the water channel during a flood. He stated there can be no net increase in flood elevation (or compensatory storage is required within the general area). He stated Director Burke set up a meeting for December 2<sup>nd</sup> with RIDEM to discuss the options and permitting issues. He stated in terms of useful life, the earthen levee (exterior) is the preferred option, is less expensive than steel sheeting and requires less maintenance, but time delays due to permitting is of concern.

Board members contributed ideas to the review of options. Director Burke stated she met with FEMA and RIEMA representatives last month to review the facts. She stated they toured the site and understand the situation; WSA will be applying for a no-cost extension of the grant deadline due to the extenuating circumstances.

- b. Change Order No. 2: Hart Engineering Corporation  
Additional heavy clearing: not to exceed \$21,919.20

ACTION: Mr. Jarvis moved approval of this change order at a not-to-exceed price of \$21,919.20. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Jarvis and Marino voted in favor of the motion. Motion approved.

- c. Change Order No. 4: Modification of Contract Bid Item No. 8, installation of vinyl sheeting (credit to WSA)

ACTION: No information presented. Held for the December meeting.

## 6. Collection System Division

- a. Engineering/Design Services Contract for infrastructure improvements: 48" Influent Interceptor Sewer Rehabilitation Project  
Brown and Caldwell: not to exceed ~~\$71,500.00~~ **\$70,000.00**.

ACTION: Director Burke stated Brown and Caldwell provided WSA with their qualifications, as well as additional contract information. She stated they have addressed Mr. Sylven's questions. She stated WSA has funds in the FY15 budget to pay for this work. Director Burke confirmed that Brown and Caldwell did not provide a proposal for construction services; she expects that WSA can negotiate a fair price for those services and that the actual construction would only take approximately two months. Legal counsel discussed with Mr. Solitro the need for construction easements, and inquired about the metes and bounds description of the sewer line under Interstate 95.

Mr. Ginaitt moved approval of the contract award to Brown and Caldwell at a not-to-exceed price of \$70,000.00. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Jarvis and Marino voted in favor of the motion. Motion approved.

## 7. Construction Division

- a. **Governor Francis Phase III Sewer Project:** Gordon Archibald, Inc. submitted a written progress report. Director Burke stated the project is moving forward.
- b. **O'Donnell Hill Sewer Project:** Garofalo and Associates, Inc. submitted a written progress report. Director Burke stated the project is moving forward. She will confirm with Garofalo that they have spoken to Kent County Water Authority about ledge in the area.

## 8. Administrative Items

### a. Vote to confirm 2015 Board meeting calendar

ACTION: Mr. Ginaitt moved approval of the 2015 Board meeting calendar as submitted. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Jarvis and Marino voted in favor of the motion. Motion approved.

The approved 2015 Board meeting calendar will be posted on the Secretary of State's website in accordance with the Open Meetings Act.

### b. Director's Report

- i. Financial Report
- ii. Administrative Schedule

Director Burke stated the monthly financial report now lists debt service payments. She stated City offices will be closed Wednesday afternoon through Friday in celebration of the upcoming holiday. She stated a skeleton crew will man the facility.

Chairman Guckian asked if WSA has taken into consideration the possible increase in National Grid's electric charges. Director Burke stated the proposed rate increase was not anticipated during budget preparation. Superintendent Doyle commented that budget reallocation may be necessary once electricity rates are raised.

Director Burke stated WSA expects to start using its new sewer assessment billing software at the beginning of the year. She stated training will begin in a few weeks.

### c. Chairman's Report: no report.

## 9. Consent Agenda – Correspondence

- a. WSA October 2014 Financial Report to City Council (11-5-14)
- b. Cub Scouts Pack 1 Warwick thank you note for WSA tour (10-27-14)
- c. WSA to CRMC: MSCP report for quarter ending 9-30-14 (10-30-14)
- d. WSA to EDA: Bellows Street project reporting documents (11-6-14)
- e. WSA to West Warwick on WSA share of improvements (11-7-14)
- f. WSA to Lucas Milhaupt regarding show cause hearing/fine (11-10-14)
- g. WSA to Lucas Milhaupt official recognizing Mr. Galligan (11-14-14)

ACTION: Mr. Ginaitt moved to accept the consent agenda. Messrs. Jarvis and Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Jarvis and Marino voted in favor of the motion. Motion approved.

## 10. Drainlayer Consent Agenda – 2015 license renewals

- a. Adler Brothers Construction, 604 Putnam Pike, Greenville (11-6-14)
- b. Butler Construction, 182 South Shore Avenue, Warwick (11-6-14)
- c. Narragansett Improvement Co., 223 Allens Avenue, Providence (11-6-14)
- d. ELJ, Inc., 703 Metacom Avenue, Bristol (11-6-14)
- e. Dennis Diffley, Jr., 2650 Warwick Avenue, Warwick (11-12-14)
- f. East Coast Landscaping & Const., 202 Chace Rd., Portsmouth (11-13-14)
- g. David Merriam, P.O. Box 8794, Warwick (11-13-14)
- h. David Allen, 2230 Ten Rod Road, Exeter (11-14-14)
- i. 2015 Drainlayer license renewal correspondence (11-2014)

ACTION: Director Burke confirmed that these drainlayers satisfy all WSA licensing requirements to make sewer connections. Mr. Jarvis moved to accept the drainlayer consent agenda as submitted. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Jarvis and Marino voted in favor of the motion. Motion approved.

## 11. 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.

Chairman Guckian suggested a comprehensive list of emergency service providers be included on the WSA website. Director Burke stated the WSA website does include a list of licensed drainlayers, as well as emergency information relative to grinder pumps. Director Burke stressed that homeowners should call WSA first for guidance and direction in a sewer emergency.

## 12. Old Business

- a. Amendments to By-Laws
- b. Modifications to Septage Hauling Regulations
- c. Bayside I-III Sewer Project: Amendment to GRA contract/design services
- d. Sewer Assessment Deferment Policy (6-27-13)
- e. Sewer Assessment Deferment: Plat 332 Lot 483 (11-20-13)
- f. Financial review of sewer assessment structure, examination of various methodologies, B & E Consulting, LLC: not to exceed \$6,800.00 (6-19-14)
- g. Project management for sewer construction (7-24-14)

ACTION: Mr. Marino questioned whether Item 12.a. should remain on the agenda. He also suggested Enabling Legislation Amendments be added to Old Business. He encouraged continued efforts to make changes to the enabling legislation. Director Burke noted that Items 12 d., 12 e. and 12 f. are related to WSA Enabling Legislation.

Mr. Jarvis moved to remove item 12.a. from the Old Business listing. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Jarvis and Marino voted in favor of the motion. Motion approved.

**13. PUBLIC COMMENT PERIOD** No public comments heard.

**14. Adjournment**

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

At 6:31 p.m. this meeting ended.

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Gary C. Jarvis, WSA Secretary

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Date of Approval

“Minutes are recorded pursuant to the Rhode Island General Laws § 42-46-7 for the purpose of capturing all general information relevant to the meeting. For a more comprehensive assessment of minutes, audio files shall be archived with the Warwick Sewer Authority and available upon request.”