

Aaron Guckian
Chairman

Janine L. Burke
Executive Director



Scott Avedisian
Mayor

Warwick Sewer Authority
125 Arthur W. Devine Boulevard
Warwick, RI 02886
Voice: (401) 739-4949 • Fax: (401) 739-1414

BOARD MEETING MINUTES

Thursday, January 22, 2015, 5:30 p.m.
Warwick Sewer Authority Conference Room
125 Arthur W. Devine Boulevard
Warwick, RI 02886

Board Members present:	Guests:
Aaron Guckian, Chairman	Todd Ravenelle, P.E., GRA, Inc.
Gary Jarvis, Secretary	
Peter Ginaitt	
Steve Sylven, P.E.	
Gary P. Marino	
Staff present:	
Janine L. Burke, Executive Director	John Revens, Revens, Revens & St. Pierre
Patrick Doyle, Superintendent	Mathew Solitro, Collection Systems Manager
Lynn F. Owens, Administrative Coordinator	

1. **Call to Order** At 5:34 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 December 18, 2014.

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

4. **AWT-Phosphorus & Flood Control Project, Contract No. 91**

- a. AECOM to submit progress report and updated schedule

DISCUSSION: Chairman Guckian stated he and Director Burke decided that AECOM representatives did not have to appear tonight. The following progress report was submitted to the Board by AECOM:

DECEMBER 2014/JANUARY 2015 PROGRESS REPORT: January 15, 2015

This Progress Report summarizes activity between December 13, 2014 and January 9, 2015 on Contract 91: Phosphorus Removal Upgrade/Flood Control & Mitigation Project, and provides a four week look ahead.

Construction Progress

- Overall, the project is approximately 30% complete;
- Continued to provide construction administration services such as reviewing and processing Requests For Information, shop drawings, change order proposals and contractor applications for payment, and field observation and specially staff site visits for Building Code compliance;
- Held seventh progress meeting on January 9th with Hart and WSA;
- Held coordination conference call with Hart and WSA on 12/17/14;
- Continued to evaluate floodwall alternatives;
- Attended WSA Board meeting on 12/18/14;
- Phosphorus Building Work:
 - o Completed reinforcing and form work and placed concrete for influent and effluent slab and walls;
 - o Completed wall concrete and continued shoring for elevated slabs.
- Levee Work:
 - o Cleared trees on the east side of the site near I-95;

Four Week Look Ahead-Phosphorus Building

- Complete shoring and initiate reinforcement of upper slab;
- Initiate slab HVAC penetrations and installation of slab electrical conduits, and form hatch, grating and open areas;
- Next progress meeting scheduled for February 6th.

Four Week Look Ahead-Levee

- Weather permitting, grub area on east side of site near I-95.

No discussion or action.

- b.** Change Order No. 4a: Modification to Bid Item No. 8 (installation of vinyl sheeting). Payments for time and materials versus unit prices (No net change in Contract Price)

ACTION: Tabled from 12-18-14. Director Burke stated there is nothing new to report; she asked for the Board's input on this item.

No discussion or action.

5. Operation and Maintenance Division

- a. Three-year service maintenance contract for WSA generator
Milton Cat Power Systems Division: \$7,809.00

ACTION: Mr. Marino moved to approve this item. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- b. Sludge Disposal Contract: Veolia Water North America, Cranston Facility
Three-year agreement holding current pricing for first year and tied to Consumer Price Index in subsequent years.

ACTION: Superintendent Doyle stated there are only two vendors in the state that provide sludge disposal services. He stated this three-year contract agreement extends the terms of the contract (with the option for two renewal periods of three years each). The proposal holds the current pricing for one year with the first price modification expected on January 1, 2016. The yearly escalation rate will be based on year-over-year Consumer Price Index increases. Superintendent Doyle stated his opinion that this is to the WSA's advantage; the vendor assumes more risk. He stated with fuel prices falling, WSA may benefit.

Mr. Ginaitt moved approval of this contract with Veolia-Cranston. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

6. Construction Division

- a. Bid #2015-206 Purchase & Deliver Semi-Positive Displacement Grinder Pumps

ACTION: Director Burke stated Mat Solitro was still doing double duty overseeing maintenance of the collection system and construction work. She said he spearheaded this grinder pump purchasing effort and she was very happy with the increase in the term of the warranty from three years to five years. Mr. Marino stated that is a very good warranty; it is not industry standard.

Mr. Solitro stated over the years WSA has standardized pumps for our collection system and, in doing so, expect a lot from the vendor. Mr. Marino asked what the normal life of a pump is. Mr. Solitro stated the normal life is twenty years, depending on the property owner's care and use of the pump.

Director Burke stated her opinion that the E-One pump is the best product on the market for this application.

Mr. Jarvis moved approval of the bid award to F. R. Mahony & Associates, Inc. of Rockland, Massachusetts, to provide WSA with E-One grinder pumps for the next five (5) years. Pricing includes a 5-year warranty period and startup inspections.

Mr. Jarvis moved to approve the award of bid to F. R. Mahony & Associates, Inc. Mr. Marino seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

b. Governor Francis Phase III Sewer Project

- i. Engineer's progress report: Todd Ravenelle of GRA, Inc., in attendance to review with the Board the submitted progress report. Director Burke mentioned that the councilman for the project area told her he likes the format of these progress reports.
- ii. Engineering Contract Amendment: Gordon Archibald, Inc. Engineering Services to acquire pump station land

ACTION: Mr. Ravenelle stated after meeting with the property owner and the Planning Department, the design team identified a lot for the site of the pumping station at the end of Lansdowne (originally a vacant lot on Manor Drive was being considered). He stated we need an agreement with the landowner to take a piece of the 11-acre lot for construction of the pump station, setting aside the remainder of the lot as open space (the lot contains some wetlands). He stated to satisfy the owner and facilitate the agreement, we must conduct a survey of the lot and two adjacent lots, do an administrative subdivision to combine three lots into one, and then divide the one lot into three legal parcels, rearranging the lot lines to create a utility lot for the pump station. Board members, legal counsel and staff discussed in detail the subdivision process.

Mr. Ravenelle stated property negotiation and agreements are needed to move forward. He stated this contract amendment also includes borings for the new proposed pump station lot.

Director Burke said she would like the property owner to sign a letter of intent documenting the plan of action before our engineers begin the survey work. She stated the owner has agreed to sell 10,000 square feet of land to WSA at fair market value, with the selling price reduced at the closing for the survey and administrative costs WSA will pay up front to subdivide the property. Mr. Ravenelle stated he will work with the Planning Department to confirm the size of the lot considering any zoning requirements.

Mr. Sylven stated this is a step forward. He received confirmation from Mr. Ravenelle that WSA has the topographic information and the wetlands delineated for the area considered for purchase. Mr. Ravenelle stated once this falls into place, we can apply for permitting. He stated the gas company plans to replace some of their lines in the project area this spring.

Mr. Ginaitt moved approval of this contract amendment pending signed letter of intent between the WSA and the property owner. Director Burke will draft a letter of intent for Mr. Revens' review. Mr. Sylven asked if the rate is dependent on the cost of the borings. Mr. Ravenelle stated the GRA will only bill WSA for the actual cost of the borings and that he thought the \$8,000 price for borings is conservative. Director Burke suggested approving the amendment with a "not-to-exceed" price for the borings. Mr. Jarvis moved to accept the submitted fee proposal contingent on a signed agreement with the property owner. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

c. O'Donnell Hill Sewer Project

- i. Engineer's progress report: no progress report available.

Director Burke stated she and Board member Gary Marino met with the project engineers recently to discuss project issues, particularly the ledge in the area and the impact on homeowners when they try to connect to sewers. She stated our engineers may need further information about the properties to be serviced, such as sill elevations, to get as much information as possible to inform the design. Mr. Marino stated there's all ledge on two streets; Garofalo has Kent County Water Authority's engineering records. He stated there is a possibility that the homeowners may need grinder pumps even with a gravity line in the street. Director Burke stated property owner surveys continue to be returned to WSA; there is a 50/50 mix in terms of support for sewers. She said she has explained to Councilman Gallucci that we want to have a good construction cost estimate from advancing the design, and then have another neighborhood meeting. She said she expects Garofalo will present a contract amendment proposal for the additional work, to be considered at the next meeting. Director Burke thanked Mr. Marino for taking the time to meet with the engineers.

7. Administrative Items

- a. Director's Report
 - i. Financial Report
 - ii. Administrative Schedule

Director Burke provided a budget financial report to the Board members. She thanked Mr. Revens for his assistance with the Brown and Caldwell contract, which has been executed. She stated survey work for repairs to the 48" line has begun.

Director Burke called attention to Item h. on the consent agenda, WSA's Inflow/Infiltration report to RIDEM. She stated Mat Solitro and Pat Doyle worked together on that regulatory requirement. She stated WSA has significantly reduced the inflow and infiltration throughout the system over the past five years. She explained that meant we are pumping and treating less storm and ground water but, in turn, there is less flushing of the collection system, which could lead to more problems with odors and corrosion. She stated we need to increase our preventative maintenance flushing work. She stated we may need to hire more personnel and dedicate them to preventative maintenance work, or hire a private contractor to do the work. Director Burke stated, to that end, a strategic planning session is scheduled for February 4th amongst senior staff and a representative of the Mayor's office. She extended an invitation to the Board members. She stated the goal is to come up with another 10-year priorities plan and incorporate it into our budget, a new rate study and possible reorganization. Director Burke stated if WSA plans to continue sewer construction, we need to bring on the manpower to oversee the projects.

Director Burke reported that she will be attending the NEWEA Conference in Boston next week.

- b. Chairman's Report: Chairman Guckian reminded Board members to file their Ethics Commission report (filing can be done online). He stated he appeared before the City Council Appointments committee last night for re-appointment.

8. Consent Agenda – Correspondence

- a. Assessment Deferment Application: Plat 364 Lot 212 (12-22-14)
- b. RIEMA to WSA on FY2014 State Homeland Security Grant (12-24-14)
- c. RIDEM to WSA on compliance evaluation inspection (12-24-14)
- d. WSA to RICWFA requesting loan funds for Contract 91 (12-30-14)
- e. WSA to City Council: December 2014 Financial report (1-6-15)
- f. WSA to RIEMA requesting extension of levee funding (1-8-15)
- g. WSA to City Council: Quarterly Report (1-12-15)
- h. WSA to RIDEM: Infiltration/Inflow Summary Report (1-14-15)

ACTION: Mr. Ginaitt asked for clarification on the timeline to appeal denial of a State Homeland Security Grant application (30 days of letter). Mr. Sylven moved to accept the consent agenda. Messrs. Marino and

Jarvis seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

9. Drainlayer Consent Agenda – 2015 license renewals

- a. Skurka Construction, 301 East Greenwich Ave., W. Warwick (12-22-14)
- b. Michael Perri & Sons, Inc., 537 Sandy Lane, Warwick (12-17-14)
- c. D'Ambra Const. Co, Inc., 800 Jefferson Blvd., Warwick (12-22-14)
- d. Scott M. O'Connor, P.E., PMP – J. H. Lynch, 50 Lynch Place, Cumberland (12-22-14)
- e. R. T. Nunes & Sons, Inc., 1 Nunes Lane, W. Warwick (12-29-14)
- f. J. DiCenzo Const. Corp., 55 Bleachery Court, Warwick (12-23-14)
- g. Armando Ricci, 19 Lily Street, Providence (12-30-14)
- h. Patrick Diffley, Diffley & Daughters Septic, P. O. Box 183, E. Greenwich (12-30-14)
- i. Stephen A. Cary, 7 Englewood Lane, Warwick (12-31-14)
- j. Lucas D'Allesandro, Foster Excavation, P. O. Box 424, Foster (12-29-14)
- k. Kevin Estano, Manafort Brothers, Inc., 30 Bonnie Brier Circle, Hingham, MA (1-6-15)

ACTION: Director Burke confirmed that all drainlayers are in good standing. Mr. Jarvis moved to accept the drainlayer consent agenda. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

10. 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 introduced.

11. Old Business

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

ACTION: No discussion or action.

12. PUBLIC COMMENT PERIOD: An employee of Newberry Associates present to observe the meeting. He commented that the Board members are doing a very good job.

13. Adjournment

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

At 6:02 p.m. this meeting ended.

Gary C. Jarvis, WSA Secretary

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.”