

Aaron Guckian  
Chairman

Janine Burke-Wells  
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, February 25, 2016, 5:30 p.m.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members present:</b>	<b>Guests:</b>
Aaron Guckian, Chairman	J. Matthew Bellisle, P.E., PARE Corp.
Gary Jarvis, Secretary	Joseph Boccadoro, P.E., AECOM
Steve Sylven, P.E.	Attorney K. Joseph Shekarchi
Peter Ginaitt	Attorney Leslie Stern, Berman DeValerio
Gary P. Marino	Attorney Patrick Egan, Berman DeValerio
	Dave Bowen, P.E., Wright Pierce
<b>Staff present:</b>	
Janine Burke-Wells, Executive Director	John Revens, Revens, Revens & St. Pierre
Scott Goodinson, Superintendent	Earl Bond, Lead Mechanic
Lynn F. Owens, Administrative Coordinator	

1. **Call to Order** At 5:32 p.m., Chairman Guckian called this meeting to order.
2. **Pledge of Allegiance** All 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 January 21, 2016.

ACTION: Mr. Marino moved approval of the minutes as submitted. Mr. Sylven seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven and Marino voted in favor of the motion. Mr. Jarvis not available for vote. Motion approved.

4. **AWT-Phosphorus Project**
  - a. Engineer's Progress Report: AECOM

DISCUSSION: Mr. Boccadoro reviewed AECOM's written report:

**WARWICK SEWER AUTHORITY CONTRACT 91:  
PHOSPHORUS REMOVAL UPGRADE / FLOOD CONTROL AND MITIGATION  
JANUARY/FEBRUARY 2016 PROGRESS REPORT  
February 19, 2016**

This Progress Report summarizes activity between January 16, 2016 and February 19, 2016 on Contract 91: Phosphorus Removal Upgrade/Flood Control & Mitigation Project, and provides a four week look ahead.

**Construction Progress**

- Overall, the project is approximately 85% 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 specialty staff site visits for Building Code compliance;
  
- Held twentieth progress meeting on February 4<sup>th</sup> with Hart and WSA;
  
- Phosphorus Building, Levee and Other Work:
  - o Phosphorus Building: installation of mechanical equipment and piping is mostly complete. Major HVAC is nearing completion. Fire suppression and plumbing items are complete. Painting and electrical work is ongoing. Continued exterior concrete stairs and loading dock. Manufacturer's checkout of process equipment has begun;
  
  - o Utility Building: no progress;
  
  - o Levee Work: no progress;
- Substantial completion: Hart has formally requested a two-month time extension to 6/30/16.

**Four Week Look Ahead-Phosphorus Building and Other Work**

- Continue interior work: complete installation of mechanical equipment and piping. Continue electrical and painting work. Continue manufacturer equipment checkout and begin functional testing. Exterior work: complete exterior concrete stairs. Complete railings around stairs and junction chamber;
  
- Utility Building: continue piping and electrical work for the Rotary Drum Thickener and sludge pump; complete concrete curbing for the sump pit;
  
- Next progress meeting scheduled for March 4<sup>th</sup>.

**Four Week Look Ahead-Levee**

- No progress anticipated.
- Flood Protection and Mitigation Warwick Sewer Authority

Mr. Boccadoro stated AECOM has received Hart Engineering's written request for a two month time extension to the end of June to complete contract work. He stated Hart lists various reasons why they cannot meet the substantial completion date, including but not limited to weather conditions over the last winter and fall, the discovery of pipe materials not listed on the original as-builts, and a product manufacturer needing more time for equipment start-up. Director Burke-Wells stated she will send the Board a copy of Hart's formal request for a time extension.

Mr. Boccadoro stated the regulatory deadline will pass before work is substantially complete. Director Burke-Wells stated she has requested a time extension of RIDEM's consent agreement deadline (see consent agenda item no. 11.f). Mr. Boccadoro stated

the other impact of Hart's request is AECOM will need a construction services contract extension for project monitoring, as the current contract ends April 30<sup>th</sup>. He stated an additional budget will be required through the end of June.

Mr. Sylven asked if WSA will see a contract amendment from AECOM at the March meeting. Director Burke-Wells stated she expects to see that next month. Mr. Ginaitt asked why should the ratepayers pay for Hart's delay. Although Hart will not be requesting a price increase, Director Burke-Wells stated she will be scrutinizing AECOM's submittal as there may be cost savings in other areas of the contract. Mr. Boccadoro stated AECOM sees merit in Hart's request for a time extension, given the winter conditions that extended work, which created a domino effect.

Chairman Guckian stated he would like to see Hart representatives at the March Board meeting. Board members discussed with Mr. Boccadoro and staff whether Hart put WSA on notice about the delays, and asked about submittals of monthly detailed schedules. Mr. Boccadoro and Director Burke-Wells stated Hart initially thought they could get caught up from the various delays. Director Burke-Wells stated Mr. Boccadoro had been asking for a detailed updated project schedule. She stated we received notice last month. Mr. Boccadoro stated Hart provides, on a monthly basis, an eight-week look-ahead, for planning purposes, with a detailed project schedule every two months. Mr. Sylven suggested WSA make submittal of detailed schedules a condition of payment. Chairman Guckian expressed his frustration with the last minute notice of expected delays.

Mr. Boccadoro reviewed the project photographs with the Board.

## 5. Levee Project

### a. Engineer's Progress Report: PARE Corporation

DISCUSSION: Mr. Bellisle reviewed the submitted progress report:

Warwick Wastewater Treatment Plant Levee Project, *Warwick, Rhode Island*, Pare Project No. 15069.00

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### Project Progress Update No. 9

Submitted February 23, 2016

#### CONSTRUCTION PHASE

The following activities have occurred since the last report:

- Pare continued coordinating with WSA and Hart relative to the work at Phase II and Phase III.
- Reviewed Harts pay requisitions and coordinated with WSA relative to format
- Provided bid forms for Phase III to Hart for bidding
- Prepared and submitted an Opinion of Probable Cost for Phase III to WSA
- Received, reviewed and commenced negotiation of Phase III bid from Hart

Two- Week Look Ahead

- Phase II will commence after the winter thaw, unless otherwise agreed upon by WSA, Hart and Pare.**

Mr. Bellisle stated Phase I is complete; loam, seed and fine grading will be done following the winter shutdown to return the area to pre-construction elevation. He stated the Phase II contract addendum is being reviewed. Mr. Bellisle stated last week Pare submitted its opinion of probable cost for Phase III. He acknowledged Mr. Sylven's comments on the estimate. He stated Hart is working on a contract addendum proposal for Phase III, but there is nothing that says they are guaranteed the work. He stated if bidding the work is something the Board wants to do, with some minor changes Phase III can be put out to bid.

Chairman Guckian stated for many reasons, WSA must go out to bid for the Phase III work. He stated the engineer's cost estimate is significant. There was consensus amongst the Board to put Phase III out for public bid.

- b. Change Order No. 28: Phase III Levee Construction  
 Hart Engineering Corporation

ACTION: No change order presented. No action required or taken.

## 6. Operations Division

- a. Superintendent's Report: Superintendent Goodinson shared the following facts for January 2016 activity at the advanced wastewater treatment facility:

PARAMETER	QUANTITY / INFLUENT	PERMIT LIMIT	QUANTITY/ RESULTS
Average daily flow	4.5 million gallons per day (MGD)	7.7 million gallons per day (design)	
Sludge removal	105 trucks		4.2% avg. solids (161 dry tons)
Average Total Suspended Solids (TSS)	Influent: 256 mg/l	30 mg/l maximum 85% removal minimum	4.6 mg/l 98.2% removal
Average Carbonaceous Biochemical Oxygen Demand (CBOD)	Influent: 203 mg/l	25 mg/l maximum 85% removal minimum	1.2 mg/l 99.4% removal
Average monthly phosphorus		1.0 mg/l	0.52 mg/l
Fecal coliform		200 monthly geometric means 400 daily maximum	3.7 monthly average 70 daily maximum (measured in MPN/100ml)

- b. Purchase Authorization: Mobile air compressors (2) for air lift stations  
 Kaeser Compressors, Inc.: \$45,420.00

ACTION: Held from January 21, 2016.

Superintendent Goodinson stated WSA's lead mechanic, Earl Bond, received a second quote for these air compressors. He stated the best quote is from Kaeser Compressors, Inc., valued at \$45,420.00.

Mr. Bond stated WSA can use these industrial air compressors for other projects at the facility. Mr. Ginaitt suggested WSA look at government surplus equipment available at no cost to municipalities. He suggested WSA look into storing all equipment indoors at the facility, and expressed caution with lending equipment to other city departments.

Mr. Sylven stated he would be more comfortable having multiple (more than two) quotes. He asked how confident WSA is that Kaeser has offered the best price. Mr. Bond stated Kaeser offered distributor pricing. He stated Ingersoll Rand sold their equipment division to the second vendor, who quoted a much higher price.

Mr. Sylven moved approval of the purchase of two mobile air compressors from Kaeser Compressors, Inc. for \$45,420.00. Mr. Ginaitt seconded the motion. Chairman Guckian, Messrs. Ginaitt, Sylven, Jarvis and Marino voted in favor of the motion. Motion approved.

- c. Purchase Authorization: Waterproof hatches (2) for Oakland Beach pumping station

ACTION: Held from January 21, 2016.

UPDATE: No action necessary, as another vendor can fabricate the hatches for less than \$5,000.00. Messrs. Goodinson and Bond explained how the hatches will be made and installed at the Oakland Beach pumping station.

Relative to the January 21, 2016 meeting, agenda Item Nos. 7.b.c.and d., Mr. Bond provided the Board with backup information on the total estimated cost to purchase and install emergency generators at the Emmons Avenue, Lake Shore North and Brookwood pumping stations. Mr. Bond stated he reached out to National Grid and got pricing to run natural gas to the stations. He stated the majority of the labor will be done by WSA personnel. Director Burke-Wells stated WSA has SCADA monitoring (not controls) at these stations. Mr. Sylven asked about funding these projects. Director Burke-Wells stated the Board approved the FY2016 capital improvement plan last May; purchase and installation costs for these generators were part of that plan.

## **7. Collection System Division** No items for consideration.

## 8. Construction Division

### a. Governor Francis Phase III Contract 85B Sewer Project

#### i. Gordon Archibald, Inc. (GRA) progress report

DISCUSSION: Director Burke-Wells stated GRA provided a written report and schedule on the project. She stated Mr. Ravenelle is still working on the subdivision for the pump station lot. Chairman Guckian reminded staff to keep the drainage issue at John Brown Francis School on the radar as construction equipment is mobilized. Director Burke-Wells stated she talked to the Public Works staff last week about this drainage issue.

### b. Bayside Contract 86A-2 Tidewater Interceptor Design Phase

#### i. Gordon Archibald, Inc.: design progress report

DISCUSSION: Director Burke-Wells stated our project group met earlier this week and there is consensus amongst all parties about how to move forward with sewer construction. She stated we will plan the value engineering workshop to review and finalize the technology and construction methods that we think will be the most cost effective, considering archaeological issues. She stated the Narragansett Indian Tribe has agreed to participate in the workshop. She stated USEPA has taken the lead on creating a Memorandum of Agreement between the USEPA, State Historical Preservation Commission, the Narragansett Indians and WSA/City of Warwick for the entire Bayside project.

Director Burke-Wells stated Stantec and F.R. Mahony (grinder pump distributor) will participate in the workshop. She mentioned they may also invite a Bayside resident familiar with the project to sit in on the value engineering workshop.

### c. O'Donnell Hill Contract 69A Sewer Project

#### i. Garofalo & Associates progress report

DISCUSSION: Director Burke-Wells stated we can get this project ready for bid fairly quickly (just waiting for RIDOT permit). She stated the WSA received correspondence from the Pawtuxet River Authority in support of sewerage the area and offering to help us seek out grants. Mr. Marino stated this is the first sewer construction project that will not be subsidized in any way; the residents will bear the full cost of the project. He stated in his work with Providence Water, they must consider the area's median

income of homeowners and justify the financial impact of their projects on the ratepayers.

## 9. Billing Services Division

- a. WSA deduct meter policy for Kent County Water Authority customers

DISCUSSION: WSA deduct meter policy documents provided to the Board in their agenda packets.

Chairman Guckian stated this item is being tabled because the ratepayer is working with the Director on this matter.

## 10. Administrative Items

- a. Director's Report

Director Burke-Wells thanked the Board for approving the on-call engineering services contracts. She stated she has been working with Brown & Caldwell on an organizational analysis and review of critical infrastructure projects. She stated Charlie Lombardi of Brown and Caldwell helped prepare the annual CMOM report. She stated Mr. Lombardi will come to the March meeting to share his findings and recommendations. She stated right now WSA is spending about seventy-five percent of its time on reactive maintenance. Mr. Ginaitt stated he has spent one day a week with Mr. Lombardi and it has been a productive eye-opener on the challenges WSA faces in terms of our aging infrastructure, renewal and replacement account and manpower issues.

Director Burke-Wells reported we are using engineers from Louis Berger to look at the Cedar Swamp force main infrastructure. She stated we will use the RIAC inflow-infiltration fee to pay for a thorough condition assessment of the entire force main.

Director Burke-Wells stated today we received quotes from engineering firms Arcadis, Stantec and Wright Pierce on an industrial pretreatment surcharge rate and fee study, which hasn't been looked at since 1994. She stated WSA staff was hoping the study results can be incorporated into next year's budget.

Mr. Sylven suggested WSA budget in our capital improvement plan a facilities needs assessment. Director Burke-Wells agreed and suggested we should start with the pump stations, to help us prioritize the necessary work. Mr. Ginaitt stated let's wait to hear Mr. Lombardi's assessment at the March meeting. He stated WSA needs to properly fund a renewal and replacement account, and suggested WSA hire a staff electrician.

- i. Financial Report: The monthly FY2016 budget report was included in the agenda packets.
- ii. Administrative Schedule
- iii. Class action lawsuit regarding flushable wipes

Director Burke-Wells stated WSA has documented damage related to these so-called flushable wipes, including increased frequency of wet well cleaning, disposal costs, personnel related expenses for call backs for clogged pumps, purchase of non-clogging impellers and grinder pumps to alleviate the problem, and, according to WSA maintenance staff, a decrease in the usable life of the equipment when they get ragged up. Director Burke-Wells stated to become a plaintiff in the class action lawsuit, WSA has to show that we have expenses related to the presence of these wipes in our system. She stated we can show the damages, and estimated expenses to be in the area of \$100,000.00. She stated if there is a possibility of compensation, she would like to use the funds for outreach or the purchase of new equipment. Chairman Guckian stated he is in favor of participating in the lawsuit if WSA's system is being affected by the claims that these wipes are flushable, and they are damaging our system. He expressed concern about WSA staff committing time to this lawsuit, as we are currently short staffed. Included in the agenda packets were pictures of recent de-ragging efforts at the Tidewater pumping station.

Director Burke-Wells introduced the local attorney on the class action suit, K. Joseph Shekarchi. He introduced attorneys Leslie Stern and Patrick Egan from the Boston law firm Berman DeValerio. Director Burke-Wells stated the attorneys are looking for someone from Rhode Island to sign on to the suit.

Mr. Ginaitt stated this is a very important issue because there is this assumption that flushing the wipes is not going to impact the sewer system. He stated the marketing is misleading; he's seen the downstream impact at pump stations that are getting ragged up by the wipes. He stated the wipes are doing irreparable harm to our system, and their use impacts our ratepayers because there is the threat of possible backups.

Director Burke-Wells stated one of the expected outcomes is to get manufacturers to label the product accurately.

Attorney Stern stated many flushable wipes are marketed as being "septic and sewer safe". She stated in addition to trying to recoup the expenses, we're trying to get declaratory relief to say to the manufacturers "you can't advertise them as flushable".

Attorney Shekarchi stated he shares the Chairman's concern but that the suit will not be overly burdensome to WSA staff. He stated WSA will be the first sewer authority in Rhode Island to sign on to this class action suit.

Attorney Stern stated they were very sensitive to the burden on staff and would offer a lot of assistance from their office. She stated by applying Rhode Island's third party breach of warranty statute, even though you are not actually purchasing the product, you are reasonably impacted by the consumption of these wipes.

She encouraged WSA to continue logging expenses and continue to take photos.

Mr. Ginaitt stated he sees great value in consumer information and awareness, getting the labeling changed and avoiding the expenses. Chairman Guckian stated the Board seems to be in agreement to move forward. Attorney Shekarchi will send an agreement to WSA for legal counsel's review.

#### **b. Chairman's Report**

Chairman Guckian reported that he and the Director met with RIDEM Director Janet Coit and her team. He stated we are going to actively work with them to get the word out about the Cesspool Phaseout Act, particularly in areas where sewers are planned. He stated we will also work with the realtors to get the message out. Mr. Ginaitt stated he also met with Director Coit recently and that she made a point to say she is impressed with WSA's direction and leadership.

### **11. Consent Agenda – Correspondence**

- a.** WSA to RIEMA: FEMA-1894-DR-RI Levee Improvements (1-22-16)
- b.** The Lamar Companies lease payment for outdoor advertising (1-29-16)
- c.** WSA to City Council: January 2016 Financial Report (2-1-16)
- d.** WSA to CRMC: Quarterly MSCP Report (2-1-16)
- e.** RIDEM to WSA: Contract 91 Certificate of Approval Modification (2-2-16)
- f.** WSA to RIDEM: Consent Agreement (RIA-401) Request for Compliance Schedule Extension (2-8-16)
- g.** Homeowner Safety Valve Company sewer protection plan revenue share (2-5-16)

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

### **12. 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.

Mr. Ginaitt stated kids are dropping things into the sewer system through the manholes. He suggested that in new sewer construction, the pick holes be shielded to prevent items from entering the collection system. He also suggested that WSA order more fire extinguishers to replace those in the pumping stations that are being removed for maintenance and testing. He stated he spoke with the Warwick Fire Department (WFD) about their recent confined space training at WSA and that WFD personnel had good things to say about their interactions with WSA personnel.

### 13. Old Business

- a. Modifications to Septage Hauling Regulations
- b. Sewer Assessment Deferment Policy (6-27-13)
- c. Project management for sewer construction (7-24-14)
- d. East Natick I Pumping Station: Flood hardening project (5-28-15)

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

### 14. PUBLIC COMMENT PERIOD No public comment heard.

### 15. Adjournment

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

At 6:55 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.