

Wastewater Management Commission (WWMC)

Meeting Minutes September 3, 2013

(Approved by WWMC on September 23, 2013)

Meeting time: 5:08 PM

Location: Tiverton Community Center

WWMC members present: Noel Berg (NB), Chris Nearpass (CN), Colleen Stanton (CS), Jeff Stearns (JS), & Leroy Kendricks (LK)

Absent members: Peter Andromalos (PA), John Christo (JC), Margaret Murphy (MM), Michelle Tepfenhart (MT)

WWMS: John Lincourt (JL), Jeanne Spencer (J)

- 1) **Meeting Minutes:** The minutes of the 19 August 2013 meeting as recorded by the WWMC clerk J was approved as motioned by CN and 2nd by NB passed unanimously by NB, LK, CN, CS and JS.
- 2) **Facilities Plan Update (FPU):**
 - LK stated the Facilities Plan Update (FPU) was approved by the Tiverton Town Council (TC) after review. Adding JL submitted the FPU to the Rhode Island Department of Environmental Management RIDEM for their review.
 - JL and LK to schedule a meeting on September 9th @ 4pm with James Geremia to seek his expertise in forming a Sewer District in Rhode Island (RI).
 - LK made mentioned of Attorney Christopher D'Ovidio out of Warwick, RI as possible alternative to assist the WWMC with forming a Sewer District. LK stating his good credentials, he is the assistant solicitor for the Town of New Shoreham, the co-chair for the RIBAR Environmental and Energy Law planning committee, and an Adjunct Professor of Law at Roger Williams University (RWU).
- 3) **Monthly Operations Reports (MOR):**
 - JL submitted the MOR stating it was also in the Dropbox. JL plans to submit future MORs at the second meeting of each month. After review of the MOR, JL stated consideration needs to be given for more frequent cleanings of the grease build up at the Pump Stations. CN concerned with the High Temperature Alarms, stated that it really needs to be figured out. LK to give JL a contact number to assist with trouble-shooting tripping alarms.
 - A discussion of how to incorporate work orders to prioritize the data, and a needed space for fixes and maintenance history. CN stated he could probably show that information with doForms, JL stated there is a basic outline for work orders in doForms. CN to look into a maintenance tool by Hach called Hach Job Cal Plus for maintenance tracking.

- LK stated the MOR JL presented had good information and for JL to continue with the MORs.
- 4) **Sewer Ordinance Update:**
- JL stated he submitted the Sewer Ordinance updates to the Town Administrator (TA) to discuss with the Town Solicitor (TS). JL to follow up.
- 5) **Financial:**
- Tabled
- 6) **General Administration**
- A discussion was had by the WWMC Members regarding Betterment costs, future pricing, reductions, and if grant funding could alleviate the burden. NB and JL to put a package together for the Community Development Block Grant Program (CDBG Program) to see if grant monies can be used to assist with sewer tie-ins..
 - JL stated the need for a meeting with Fall River in regards to tie-in rates and sewer rates needs to be set up as soon as possible. JL and LK to set up an appointment.
- 7) A motion to adjourn was approved as motioned by CN and 2nd by CS @ 6:16 pm. The next regular WWMC meeting date September 16th is to be amended to be scheduled for 23 September 2013, 5:00 PM at Tiverton Community Center.

Action Items:

- LK to request, from ASRWVA Director, two or three examples of Charter from other districts.
- LK & JL to meet with and invite James J. Geremia to have a discussion with the WWMC at a near future meeting.
- JL and LK to have negotiations with Fall River.
- CN to look into the Hach Job Cal Plus for maintenance tracking.
- NB & JL to put a package together for the CDBG Program to see if funding can be used to assist with sewer tie-in costs.
- JL to follow up with the TA in regards to the Sewer Ordinance Updates.
- WWMC to look into additional resources for support and services.
- J to look into Bookkeeper Certification and QuickBooks training courses and find out costs associated.
- JL to set up a meeting with the Town Treasurer, MM and J.
- JL to email contract information and costs to MM.

Submitted by:

Jeanne Spencer, WWMC Clerk