

Wastewater Management Commission (WWMC)

Meeting Minutes September 23, 2013

(Approved by WWMC on October 7, 2013)

Meeting time: 5:08 PM

Location: Tiverton Community Center

WWMC members present: Peter Andromalos (PA), Noel Berg (NB), John Christo (JC), Chris Nearpass (CN), Colleen Stanton (CS), & Leroy Kendricks (LK)

Absent members: Margaret Murphy (MM), Jeff Stearns (JS), Michelle Tepfenhart (MT)

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

Guests: Donna Cook, Resident of Hilton Street

- 1) **Meeting Minutes:** The minutes of the 3 September 2013 meeting as recorded by the WWMC clerk J was approved as motioned by CN and 2nd by NB the motioned carried by NB, CN, CS and LK, JC abstained (PA – late arrival).
- 2) **Facilities Plan Update (FPU):**
 - LK stated he and JL had a conversation/meeting with James Geremia regarding forming a Sewer District in Tiverton. LK stated he had good ideas and liked his submitted Scope of Work but his price is out of the WWMC's budget of 10K. LK suggested adding provisions to Steve Levy's (SL) Scope of Work with one bullet stating not to exceed 12K and another to have SL meet with USDA to review the agency's criteria and prepare a summary of the meeting prior to the WWMC's Kick-off Meeting. The Kick-off Meeting is where SL will assist the WWMC in identifying issues and outline subsequent tasks necessary for development of the proposed legislation document. CN motioned to recommend award SL the contract to assist in forming a sewer district NB 2nd providing SL is in agreement with additional provisions and final cost is within the WWMC's budget. JC recommended the vote be put off until actual wording is presented to the board all agreed. The amended motion to look at it at our next meeting (October 7th) carried unanimously by PA, NB, JC, CN, CS and LK.
- 3) **Monthly Operations Reports (MOR):**
 - CN looked into the maintenance tool JobCal for maintenance tracking and stated he thought it was the way to go although very costly. JL stated he is still not ruling out doForms and believes it to have some if not all the capabilities as the JobCal software.
- 4) **Sewer Ordinance Update:**
 - JL followed up with the Town Administrator (TA) on the Sewer Ordinance Updates, but further discussion is required. JL to follow up again.
- 5) **Financial:**

- Tabled

6) **General Administration:**

- Resident of Hilton street questioned how the payment is going to be for the residents with property going down Hilton Street. Stating her concern with not having a lot of people in the pool to defray costs due to Hilton Street already being partially sewerred. JL stated we are looking into grant funding to help defray costs. CDB Grants (Community Development Block Grants) might help in that area of low to moderate income. Monies provided from CDBG funding is slow moving, equating to ½ a street per year. CN stating the WWMC is also looking into USDA Grants which could provide up to 45 cents on the dollar in grants.
- The resident questioned the requirements for cess pools when you sell your property. The WWMC stated two years ago the Town Ordinance was changed to no longer automatically require an upgrade of a cesspool prior to the sale. Adding the bank and/or buyer might have other requirements.
- Negotiations with Fall River to amend our existing contract were successful and/or promising stated LK. Although the proposal would have to pass Fall River's City Council then with Tiverton's Town Council (TC). If passed, a tie-in fee would only be required for new construction.
- NB & JL put the package together for the CDBG Program to see if funding can be used to assist with the sewer tie-in costs. (The package is located in the dropbox.) LK requested to be conferenced in on Wednesday with NB and JL's call to the Executive Director of Church Community.

7) A motion to adjourn was approved as motioned by NB and 2nd by JC @ 6:13 pm. The next regular WWMC meeting date October 7, 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.
- NB, JL, and LK to conference the Executive Director of Church Community.
- 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, J, and LK.
- JL to email contract information and costs to MM.
- JL to confirm with the High School as to what they are going to do and how they are abandoning their old system.

Submitted by:

Jeanne Spencer, WWMC Clerk