

Wastewater Management Commission (WWMC)

Meeting Minutes January 6, 2014

(Approved by WWMC on 3 Feb, 2014)

Meeting time: 5:00 PM

Location: Tiverton Community Center

WWMC members present: Noel Berg (NB), John Christo (JC), Margaret Murphy (MM), Chris Nearpass (CN), Colleen Stanton (CS), Jeff Stearns (JS) & Leroy Kendricks (LK)

Absent members: Peter Andromalos (PA), Michelle Tepfenhart (MT)

Guests: Steve Levy (SL), ASRWWA Director
Thomas Parece (TP), AECOM
Matt Abraham (MA), The Abrahams Group
Bob Martin (BM), Maintenance Director/Resident

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

- 1) **Meeting Minutes:** The minutes of the 16 December 2013 meeting as recorded by the WWMC clerk J was unanimously approved by the member in attendance NB, JC, MM, CN, CS and LK as motioned by NB and 2nd by CS after minor corrections.
- 2) **Tiverton Wastewater District (TWD)**
 - SL stated the process of establishing a Wastewater District has been going well thus far, but has his eye on the State Assembly. The WWMC needs to begin to discuss with our Senator and State Representatives to get them on board. LK stated the Draft of the TWD charter to enable legislation will be presented for approval by the Town Council (TC) at the next TC meeting on January 27th. SL will attend for support, but LK does not expect a vote of the council until the following TC meeting on February 10th. LK will contact Senator Felag and State Representative Edwards to set up an appointment to discuss the project tentative Bill they will introduce.
 - SL stated he will be going to Washington DC in February to lobby for funding for ASRWWA. SL extended an invitation to the WWMC to share his appointments with all the Rhode Island Delegates with regard to our acquiring USDA funding. SL stated it is really important to talk to the Aids as well as the Representatives. CS made a motion to send a WMC member to Washington DC to attend with SL. JC added that travel expenses not to go over \$1000. The motion was unanimously carried as motioned by CS and 2nd by MM.

- SL stated the need to file for the Preliminary Planning Grant (PPG) to help cover the Engineering cost of the Environmental Study and Preliminary Engineering Report (PER) to be submitted to USDA for a Loan Grant
- SL questioned if the WWMC was going to apply for Block Grants. LK stated the WWMC would apply for anything they were eligible for.
- A discussion was had about Economic Development Administration (EDA) Grants and if the WWMC would be eligible to apply for funding. The project would need to improve infrastructure in which will bring jobs to our area.
- A review of the Draft Wastewater Charter dated 12/6/13 resulted in updates made to the various sections. TWD will acquire the sewers from the town and transfer of assets. MM would like to find out if there are any liabilities associated with the assets. MM needs to know if there are any debts. SL stated there would need to be an itemization of all assets acquired. LK stated legal would need to be involved and might need to take out insurance. LK to look into insurance.
- SL stated once the Tiverton Sewer District is established and the sewers are acquired from the Town, the district is obligated to send letters out to the residents within the district boundaries informing them they are now part of the district. The Town would be obligated to send informational letters to everyone else.
- Discussions were had regarding various authorities of the Tiverton Wastewater District. The TWD will have obligation to serve entire area, Betterment Fees (now to be called Assessments), adoption of some of the Town's rules and regulations and the amending and/or deletion of others. Once the TWD enabling legislation is approved by the State legislature; the TWD will be separated from the town and provide services to the existing sewer users. Additional users within the district will be added by an approved majority vote of each separate neighbourhood section as stated in the latest Facility Plan.
- SL to add the statement to the TWD Charter that Stormwater is not considered to be wastewater therefore it is not an obligation or the responsibility of the Sewer District.
- Additional changes: SL to correct Section 7: The Power, item 17 to read as follows:
 - i) To contract with the Town to manage the on-site wastewater Management Program in Tiverton.
- Further discussions were had regarding Section 8: Directors, Officers, and Employees, item (C.) Directors and how elected, in regards to voting eligibility and restrictions.
- SL will update, combine, and add information to have the Draft Tiverton Wastewater Charter ready for next week. Adding language from Narragansett Bay Commission, Shannock Charter and the Tiverton Town Ordinance. NB stated the office has to be handy capped accessible. JL stated USDA will not accept a non-handicapped facility for grant funding.

3) **Financial:**

- General - *Tabled*

4) **General Administration:**

- BM stated he was in attendance to see what more could be done to collect the sewer charges from delinquent tenants. The sewer bills are in arrears and when the tenants move out it is not always possible to collect the charges due. MM stated since the WWMC is not a water/sewer therefore we can't shut the water off and property liens are not effective to collect the delinquent charges. A discussion was had in regards to vehicle non-registration. NB stated that was a legal question and the WWMC needs to find out if they have the authority. The WWMC to discuss with the Town Solicitor (TA) at a later date.

5) A motion to adjourn was unanimously approved as motioned by MM and 2nd by NB @ 7:30 pm. The next regular WWMC meeting date Tuesday, 21 January 2014, 5:00 PM at Tiverton Community Center. A tentative special meeting to be held Monday, 13 January 2014, 5:00 PM at Tiverton Community Center.

Action Items:

- WWMC to look into additional resources for support and services.
- JL to set up a meeting with the Town Treasurer, MM, J, and LK.
- LK to contact the Director of RIDEM to properly thank her for her Letter to the Editor.
- JL is to supply Church Community Housing with listing of property owner names and addresses, so they can determine eligibility for Grant funding.
- JS to put together the Annual Report for the TC.
- LK to talk to the TC President and the WWMC Liaison regarding the PPG Funding.
- JL to discuss the PPG Funding Application with the Acting Town Administrator (TA).
- LK to put proposal together to request permission to purchase the camera.
- The WWMC to review the Town Ordinance Article II through VII referencing Public Sewers and Betterments.
- The WWMC continue to review and update the Draft Wastewater District Charter referencing the Shannock Charter.
- LK to contact Senator Felag and State Representative Edwards to set up an appointment to discuss the project tentative Bill they will introduce.
- LK to look into insurance.

Submitted by:

Jeanne Spencer, WWMC Clerk