

Wastewater Management Commission (WWMC)

Meeting Minutes March 18, 2014

(Approved by WWMC on April 7, 2014)

Meeting time: 5:03 PM

Location: Tiverton Community Center

WWMC members present: Noel Berg (NB), John Christo (JC), Colleen Stanton (CS) & Leroy Kendricks (LK)

Absent members: Peter Andromalos (PA), Margaret Murphy (MM), Chris Nearpass (CN), Jeff Stearns (JS), Michelle Tepfenhart (MT)

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

Guests: Joan Chabot (JCh), Town Council Chairman/WWMC Liaison
Lucy Pavao (LP), Environmental Neighborhood Awareness Committee of Tiverton (ENACT) President
Matt Abrahams (MA), The Abrahams Group
Matthew Wojcik (MW), Town Administrator
Patricia Hilton (PH), Environmental Conservation Commission (ECC)
Thomas Parece (TP), AECOM
Tiverton Residents (TR), Community Septic System Loan Program (CSSLP) Applicants

- 1) **Meeting Minutes:** The minutes of the 3 March 2014 meeting as recorded by WWMC Clerk J was approved as motioned by NB and 2nd by JC.
- 2) **Tiverton Wastewater District (TWD)**
 - LK stated he was notified on Sunday the Bill will go before the RI House Municipal Affairs Committee at the rise of the House (approx. 5pm Thursday, March 20, 2014, Room 203). LK added that Atlantic States Director Steve Levy (SL) will be unable to attend. (LK stated SL will be retiring in June, but still anxious to assist the TWD.) LK asked if anyone wanted to attend the hearing, stressing the need for support. The TA stated he was unable to attend but would write a letter in support for LK to submit. The TA also suggested possibly getting a letter of support from RIDEM. LK stated it was too late to get a Bay Street Support Petition together, but two if not three members of ENACT will attend and present their reasons for wanting the sewers in their area.
 - The TA questioned the TWD having the ability to tax. LK stated the plan is not built on tax. It's built on usage fees, administrative costs, and betterment/assessment costs. Adding, the TWD would not be eligible for general obligation bonds without having the ability to tax.
 - LK read aloud article reported in the Herald News entitled, "Tiverton wastewater commission wins award," by Kevin P. O'Connor. LK stated it was good press. Discussions were had suggesting going to various

newspaper editors to suggest writing feature editorial, adding the Sakonnet Times is writing an article on the legislation sequence and is willing to do more.

- LK stated the Atlantic States Rural Water and Wastewater Association's (ASRWVA) award meeting at Wright's Farm went very well. Stating the United States Department of Agriculture (USDA) is very excited about the project.
- A review of the House Charter Bill for final corrections and changes to various line items were made.
 - i) JCh stated that on Page 2, Line 25 where it states "residents & registered voters" "registered voters" needs to be replaced by "Property Owner."
 - ii) A discussion in regards to having the ability to shut the water off for non-payment, LK stating every water company in the state has the ability to shut off the water. LK stated it was very important and is needed to compel people to pay.
 - iii) LK stated the TWD is not sending invoices to tenants, only to landlord. They can in turn charge the tenant. If the landlord fails to pay, the TWD has the ability to shut the water off.
 - iv) On page 2, Line 32, "water supply" should be changed to "sewer system."
 - v) JL questioned Page 9, Section 16; *Transfer of assets and liabilities*, wondering if anything needed to be added. A discussion in regards to trying to resolve the (*Tax increment Financing*) TIF Bonds was had.
- JL and JC will review of the Senate Charter Bill in comparison to the House Charter Bill so the two can come together to form one Bill. JL and JC will wordsmith for review at the next WWMC Meeting.
- LK stated John Fail is not going to be the TWD's General Manager, however, he has offered to be a consultant. LK stated the need to plan and hire a manager as soon as possible. Recommendations or people of interest were mentioned, LK to reach out to see if they'd be interested in the position.

3) **Facilities Plan Update (FPU)**

- TP gave JL THE design construction project plan reports and CDs phasing the plan schedule and costs associated for phasing areas and will send out pdf of all documents.
- LK stated the TWD will have to be frugal the first few years in operation. The TWD will need to put together a Financial Performa to include all the new expense extending out until 2016.

4) **Financial:**

- *Tabled*

5) **General Administration:**

- Improper Billing – *Tabled*
- TR declined executive session and opted for an open session discussion. TR was single at the time of processing the loan application. The borrower's debt to income ratio is 118%, exceeding the 45% guideline. Now being married, the combined loan to value will be 91%. JC asked JL if there are

enough funds left to support the loan. JL stated yes, and will coordinate with his contact a RI Housing to find out the funding balance. A motion was moved by NB to approve the CSSLP application exception request and 2nd by CS the motion carried unanimously by NB, JC, CS, and LK.

- Project Priority List, JL stated every year the WWMC puts together a listing. Adding nothing has changed since last year and has added it to the dropbox for review. JL stated he took the estimated costs for each project right out of AECOM's report. TA stated the Project Priority List is on the next TC's meeting Agenda scheduled for March 24, 2014. The priority list is to be delivered the following day, order not prioritized, for 2015 State Revolving Funds (SRF). CS stated this may be just what the TWD wants to start construction. The motion to approve for submittal the Wastewater Projects for FY 2015 Project Priority List was unanimously approved first by NB and 2nd by CS. NB, JC, CS, and LK all in favor, motion carried.
 - PH stated the ECC does not have an educational event planned yet, but if the WWMC was planning an event the ECC would be happy to help. LK stated the WWMC would need to plan an activity or educational event prior the neighborhood district votes.
 - JL mentioned that approximately two weeks ago he was authorized to talk to DPW regarding \$12k of CDBG funding to repave Walnut Street. JL stated the need for a contract amendment stating AECOM quoted \$8,050 to design Hooper Street. Therefore, the balance of \$13,950 of CDBG funding can be given to the DPW for repaving of Walnut Street. LK entertained a motion to authorize the TA to sign an amendment to an existing contract with AECOM and encumber in the Treasurer's Office \$8,050 for AECOM to design the Hooper Street Project and the remainder of CDBG funding to go to the DPW to repave Walnut Street. The motion carried by CS and 2nd by NB, all in attendance in favor.
- 6) A motion to adjourn was unanimously approved as motioned by NB and 2nd by CS @ 7:30 pm. The next regular WWMC meeting date is scheduled to be held Tuesday, 7 April 2014, 5:00 PM at Tiverton Community Center.

7) **Action Items:**

- WWMC to look into additional resources for support and services.
- JS to put together the Annual Report for the TC.
- LK to testify at the State Committee Hearings and email Representative Edwards as to what is the best thing to do and when.
- MM to sit down with the person who set up North Tiverton Water District.
- JL to put documentation together in regards to improperly billed customer.
- LK to reach out to people of interest for the General Manager position.
- JC and JL to compare the Senate and House Charter Bills.
- Clerk J to submit only the portion of G/L MM has requested along with current A/R report.

Submitted by:

Jeanne Spencer, WWMC Clerk