

Wastewater Management Commission (WWMC)

Meeting Minutes April 21, 2014

(Approved by WWMC on May 5, 2014)

Meeting time: 5:03 PM

Location: Tiverton Community Center

WWMC members present: Noel Berg (NB), John Christo (JC), Chris Nearpass (CN), Jeff Stearns (JS), & Leroy Kendricks (LK)

Absent members: Peter Andromalos (PA), Colleen Stanton (CS), Michelle Tepfenhart (MT), Margaret Murphy (MM)

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

Guests: Joan Chabot, Town Council Chairman/WWMC Liaison
Lisa Andromalos (LA), General Manager (GM) Candidate
Matt Abrahams, The Abrahams Group (AG)
Thomas Parece (TP), AECOM

- 1) **Meeting Minutes:** The minutes of the 7 April 2014 meeting as recorded by WWMC Clerk J was approved as motioned by NB and 2nd by LK.
- 2) **Tiverton Wastewater District (TWD)**
 - LK gave a general review, stating the Senate Bill hearing that was scheduled for Thursday, April 10, 2014, at 5pm went very well. Three people from the community testified, adding that their statements were passionate and compelling. LK stated Senator Felag is very supportive and does not foresee any issues, but unfortunately believes it is just going to take more time. LK stated that there doesn't seem to be any opposition thus far. LK added he is considering an email campaign and will email Representative Edwards and Senator Felag on a regular basis.
 - LK stated the USDA Pre-Development Planning Grant (PPG) Application has been submitted with the Preliminary and Engineering reports and is progressing nicely. The USDA has committed \$4 million for the TWD project in the first year. The TWD will apply for additional funding yearly to help support the project.
 - AG presented the updated financial assumption documentation/slide show entitled "Tiverton Wastewater District Financial Outlook, dated April 21, 2014." A review and discussion was had. LK stated monthly billing will be easier for the customers to pay rather than a quarterly bill. NB agrees. LK stating payments would be more consistent and a higher rate of paying customers would be had with the smaller more frequent billing. NB adding customers would be less likely to go in arrears. JL concerned, as MM mentioned in a previous meeting, the more invoicing the more costly. Assessment bills would go out once a year and sewer usage bills would go

out monthly. TP added, assessments will go out after construction is completed. Stating, right now RI Law states we cannot assess estimated betterment assessments and Mass Legislation does not allow reimbursement. TP will contact the ASRWWA Director Steve Levy (SL) to discuss legislation.

- JC questioned having two separate books. TP corrected stating one book two separate accounts. CN added USDA wouldn't want the intermingling of accounts. LK stated it shouldn't matter to USDA as long as they receive their payments. LA added it is cleaner to have the accounts set up separately.
- TP clarified that the TWD needs to finance two pieces of the project, the USDA does not fund private property. Therefore, the TWD will need the USDA loan and a Private Conventional loan. JL questioned borrowing from the SRF program to pay back the USDA loan.
- AG went on to show their assumptions for the New District's budget projected out for five years showing a reserve to use within the first year for shortfalls. AG stating the numbers can't be finalized until the neighborhood positive vote. JS questioned if the engineering fees were built into the assumptions. AG stated yes.

3) **Financial:**

- *Tabled*

4) **General Administration:**

- Improper Billing – *Tabled*
- NB stated he'd like to strike his request for a selection of a member to be the WWMC Representative to the Comprehensive Community Plan Committee (CCPC). Stating if we become a District it will be a moot point.
- A discussion was had with LA in regards to her interest and qualifications for the GM position. LA was a Director of Operations and has experience marketing, advertising and managing several projects. Her experience also includes setting up and starting a company from scratch.
- NB stated the need to put together a better GM description. LK to put a position description together and email to the WWMC members to review and comment.

5) A motion to adjourn was unanimously approved as motioned by CN and 2nd by NB @ 7:30 pm. The next regular WWMC meeting date is scheduled to be held Monday, 5 May 2014, 5:00 PM at Tiverton Community Center.

6) **Action Items:**

- WWMC to look into additional resources for support and services.
- TP to contact SL to discuss legislation in regards to Betterment Assessments.
- LK to email the WWMC members a GM position description.
- LK to reach out to people of interest for the General Manager position.
- 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