

# Wastewater Management Commission (WWMC)

## Meeting Minutes May 5, 2014

(Approved by WWMC on May 19, 2014)

**Meeting time:** 5:10 PM

**Location:** Tiverton Community Center

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

**Absent members:** Peter Andromalos (PA), Chris Nearpass (CN), Michelle Tepfenhart (MT)

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

- 1) **Meeting Minutes:** The minutes of the 21 April 2014 meeting as recorded by WWMC Clerk J was approved as motioned by NB and 2<sup>nd</sup> by JC. The motion was carried by NB, JC and LK; MM and CS abstained, JS late arrival.
- 2) **Tiverton Wastewater District (TWD)**
  - LK gave a general review, stating the he hasn't heard anything as of yet from legislation other than the Senate meeting was cancelled adding he will keep emailing.
  - LK stated the USDA Pre-Development Planning Grant (PPG) Application had been submitted with the Preliminary and Engineering reports and was signed last Friday. The USDA has committed \$4.5 million for the TWD project in the first year. If we do not become a district there is no obligation. USDA will not pay for any work to be done on private property therefore a low interest loan will also be needed approximately \$3M on the private side. LK will see if ASRWWA Director Steve Levy (SL) and Matt Abrahams (MA) can coordinate how to finance through RIDEM Clean Water Finance Agency.
  - MM stated she had talked to LK's candidate for General Manager and does not recommend this candidate as our finance person. The candidate is a very good business person with strong marketing and customer service orientated ideas and could be asset, but the financial credentials are not where we need them. A general discussion was had. JC thinks things are going too fast and the WWMC should hold off in hiring a general manager. LK to talk to the Mark Abrahams (MA) and Paul Northrup (PN) to find out what resources they have to assist with mapping out the project.
- 3) **Financial:**
  - MM submitted her resignation from the WWMC stating she will be available as a consultant and any questions to aid in the transition of the new finance person. The WWMC accepted her resignation and thanked her for her services.

#### 4) **General Administration:**

- Improper Billing – JL submitted a Memo dated 28 February 2014 of his findings in regards to the property in question to include a map of the area. JL stated he consulted the Town Solicitor and although we have no legal obligation to rebate any refunds, he feels it would be the “right thing” to do and to base potential refund on 3 years of back payments. All in agreement the WWMC should pay something. JL’s recommendation was 5 years stating it would be more than half. MM stated the need for legal documentation stipulating no further obligation. LK recommended a motion to authorize the Superintendent to draft a letter to offering the property owner \$1,771.31 payment in condition foregoing any other legal obligations. Adding the TS will be consulted on the final draft. So moved by NB and 2<sup>nd</sup> by CS, JS abstained, all other members in attendance in agreement.
- Community Development Block Grant (CDBG) request – JL stated every year he puts in a request for funding to put sewer piping in the ground. This year he can only request up to \$135K. JL proposed to continue down Shove Street and going up Hooper Street. JS questioned the coordination with DPW in regards to paving. LK stated the need to put our efforts toward getting people connected, adding it will add revenue to the District. MM suggested to put sewer line in and as they’re going along hook people in. JC suggested with the CDBG funds to just put pipe in the ground. JL stated he is on a time constraint and the project funding request needs to be in to CDBG by next week. JL added CDBG only gives money out to people with low to moderate income levels and suggests just putting pipe in the ground. CS agrees stating we need to make sure we don’t blow our chances on receiving the funding and that it might require an additional study.

5) A motion to adjourn was unanimously approved as motioned by NB and 2<sup>nd</sup> by JC @ 6:30 pm. The next regular WWMC meeting date is scheduled to be held Monday, 19 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.
- LK to talk with MA and PN to discuss resources for mapping out the project.

Submitted by:

Jeanne Spencer, WWMC Clerk