

Tiverton Wastewater District (TWWD)

Meeting held at the North Tiverton Fire District, Hilton Street

Board Meeting Minutes - FINAL

October 20, 2014

Meeting Time:

Meeting called to order by Chair Leroy Kendricks at 5:30PM

TWWD Board present: Leroy Kendricks (LK); Chris Nearpass (CN); Paul Northrup (PN); John Christo (JC), Jeff Stearns (JS)

TWWD Board absent: Michelle Tepfenhart (MT)

TWWD personnel: Lisa Andromalos (LA); John Lincourt (JL)

TWWD personnel absent: Nan Godet (NG)

Guests: Christine Huntsigner (CH); Steven Boyton (SB), TriState; Paul Troya, Resident; Pat Aguiar, Resident

1. LK asked for approval of October 6, 2014 minutes; CN moved; JS seconded; minutes unanimously approved with the following amendments:

- Discussion followed: JC requested some minor updates to the minutes. LA agreed to make the changes prior to posting to SOS website**

2. PT of 46 Summerfield Lane, Tiverton was present because he was concerned about a plan he saw with a manhole on his property. LK explained there are no plans designed or approved at this point only conceptual planning. Resident would be contacted at future date if

and when a plan was developed that included any proposed easements.

- Discussion followed regarding general approach to project and timeline that BOD was going to be discussing later in the meeting

3. Contract Operation Services – LK introduced SB of TriState as possible vendor for contract operations which would take over the general maintenance and monitoring of the pump stations as we prepare to maintain operations with JL resigning. SB presented his qualifications and experience and approach to the project. Questions from PN, CN and JS related to experience, time business established and additional resources available. LK presented TriState proposal and opened up for questions. Mentioned proposal was reviewed by TWWD attorney as well as CN.

Discussion on some changes to the proposed contract, for example – term to run concurrent with TWWD fiscal year, etc. SB agreed to all changes.

PN made a motion to appoint TriState as Contract Operator for term between 10/24/14 to 6/30/15 with agreed upon changes as outlined. CN second. LK asked for discussion. None. Passed unanimously.

Discussion regarding JL's responsibilities outside of the pump station maintenance and operator functions including CSLP program and other more administrative tasks. Thought was that at some point we would look at hiring a part time superintendent with possibility it

may require more as we get into the sewer expansion project.

4. LK introduced CH to review timeline and approach for neighborhood communications in the Bay Street, Riverside Drive and Robert Grey areas for the proposed sewer expansion project. CH presented week by week plan to communicate with residents. Discussed timeframe to have meetings for Robert Grey and Riverside. Bay Street will be addressed at a later time once issues related to contamination are resolved. Goal is not to delay Robert Grey and Riverside. JC asked if we were not moving forward with Bay Street. LK stressed that we are not 'giving up' on Bay Street. We are going to work on Bay Street issues but we do not want the research and due diligence required for Bay Street to delay other areas.

CH stressed that ballot dates flexible and we will only move forward if we feel that we have sufficiently answered questions from the community and believe the community has the information it needs to make an informed decision to vote.

Discussion on Bay Street and if the funds would no longer be available. LK stressed that the funds are available from USDA. If we can determine actual costs and remediation then we can determine if Bay Street should vote. If we cannot adequately determine the Bay Street costs and remediation plan in time to use the first round of USDA funds, those funds should be reallocated to other areas and then Bay Street would be included in subsequent rounds of funding

at that time.

JK expressed that town should pay for any clean up issues in the street and Bay Street should vote. LK indicated that there is concern that the town does not have adequate funds to cover the cleanup even with the money set aside.

CH to draft pieces from timeline and send to LA who would coordinate comments from the board.

5. Treasurer's Report – PN presented report to board

- Discussion on CCBG grant if any of those funds could be used for remediation for Bay Street area. PN explained that grant funds must be used in the areas originally specified. Bay Street is not currently considered a low/moderate income area but we could do a survey to determine if it met criteria and then apply for additional funds. PN to research income survey option.
- LA to create spreadsheet of grants and what is available

6. General Manager's Report – LA presented report to board

- Moving to quarterly billing starting in January. But will do analysis on if monthly would make sense.
- Reviewed lien and collection statuses and plans to move forward with a shut off policy
- Update on financial policies and procedures being put in place

7. Superintendent's Report – JL presented report to board

- **Update on status of stations and transition to contract operator**

8. Other Business

- **LA updated on submission of PPG grant reimbursement. There will be additional money available for PER if needed.**

Next TWWD Board Meeting to be held on November 24, 2014 at 5:30PM, NTFD (241 Hilton St)

Action Items:

- 1. PN to continue research on income survey requirements**
- 2. JL to go to Town Hall, to see if the easement has been recorded (for Black Bird Station)**
- 3. TP to calculate how much remediation will cost, to see if the available funds will cover, for all four costs: public/private & clean fill/partial**
- 4. PN to send NG specific wording on TWWD resolution to be sent to JD**
- 5. LK to send PUC procedures to PN**
- 6. LK to speak to TWWD attorney about amending the YWWD legislation (to allow property owners to vote)**
- 7. NG to place on the next meeting's Agenda:**
 - i Shut-off notices policy**
 - ii JS engineering for CCBG grant money**

Submitted by: Paul Northrup, Treasurer

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