

Tiverton Wastewater District (TWWD)

Meeting held at the North Tiverton Fire District, Hilton Street

Board Meeting Minutes

November 24, 2014

Meeting Time:

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

TWWD Board present: Leroy Kendricks (LK); Paul Northrup (PN); John Christo (JC), Jeff Stearns (JS), Michelle Tepfenhart (MT)

TWWD Board absent: Chris Nearpass (CN);

TWWD personnel: Lisa Andromalos (LA)

TWWD personnel absent: Nan Godet (NG)

Guests: Steven Boyton (SB), TriState;

1. LK asked for approval of October 24, 2014 minutes; JC moved; JS seconded; minutes unanimously approved with the following amendments:

• Discussion: Typo on the abbreviation of JC's initials. Will be updated before posted to SOS website.

2. Neighborhood Communications: Updated on postcard that went out notifying everyone that we will follow-up in January.

• Discussion: Reason for delay is the database put together previously had some discrepancies between RIDEM and Town records. AECOM doing comprehensive GIS overlay and database manually checking these discrepancies.

• **PN** – Question on why postcard was sent to so many people. LA responded – Previous communications starting 2 years ago were sent out by J. Lincourt to a wider swath than would actually fall into the district. In addition, the meetings held in summer 2014 included a broad area in the district. We have not follow-up with these people even though we are now focusing on a smaller area for voting. LA's communications strategy is to communicate with properties in the district to close the loop and let everyone know if they are in the first year effort or not.

• **JC** – Rumor in Bay Street area that the reason for the delay is to change the legislation on who can vote to allow non-resident property owners to vote. LK addressed the issue – we have been researching this issue as we considered if we should make a recommendation to change the legislation regarding voting. LK has spoken to several resources at other districts and within the industry to find out how it is done in other places. The current language in the legislation that calls for people to live in the district is standard. Just as non-resident property owners do not vote for other items in town such as budget referendums and town council seats, most district do not allow for non-resident property owners to vote. Given this new research and input from several industry and legislative resources it is unlikely that district is going to make a recommendation to change the legislation as it relates to voting by non-resident property owners. LK will follow-up with Rep. Jay Edwards to get this thoughts as well. Additional research needs to be done regarding homes in trust.

3. Treasurer's Report – Presented by PN

- Update on transfer of assets – no response from town solicitor and Nancy Mello**
- Block Grant Funds – Transfer of funds, Church Community Housing sent a letter from Town to State authorizing them to release funds. There has been no follow-up. PN to follow-up with town administrator and state.**
- Need to connect with town treasurer regarding final transfer of cash to TWWD**
- Cash flow is very healthy and better than expected due to efforts to collect old balances**
- Expenditures are within budget. LA will send month end budget to actual reporting to BOD going forward.**

4. General Manager's Report

- Update on billing. NTFD went out smoothly**
- SBFD reads not received until early Nov. Research shows no billing for SB since Sept. 2013. LA to determine how to bill for full year and give residents additional time to pay. Going forward we will not wait for SB and LA will develop a system for estimated read billings at regular quarterly intervals.**
- Collections update: One property went to tax lien sale. Other customers with more than 6 months past due received letter asking to set up payment plan.**
- Superintendent opening: position being advertised in Sakonnet Times and online through an industry website Massachusetts Water Pollution Control Association, a trade association for wastewater**

operators and others who would be qualified.

5. Operator's Report

- SB provided reports for all pump station inspections and overview of all other activities performed under TriState contract**
- Inspections for new customers tied in. LA and SB to develop procedures for bringing new customers online.**
- Camera is needed to identify where stubs are on Walnut street and then it will be fully mapped**

6. Shut notice policy and procedure – PN chair of NTFD asked that we include in the language that the shut off policy meets the stipulations of the RI Public Utilities Commission. PN read the new language. PN made a motion to approve the shut off policy. PN read the policy. JC second the motion. Passed unanimously (JS not present).

Discussion: MT asked if there are additional regulations for those with hardship exceptions. PN said we would go by the PUC regulations. LA suggested that we would need to create an application for hardship. LA asked about multifamily units. LK indicated landlord is responsible and shut offs would go through the landlords. LK indicated we should not send bills to tenants. LA indicated that currently we do send to the landlord. We may have to look at how changing policy to have all bills go to landlord.

7. Bylaws – carried forward to next meeting

8. Bay Street Remediation Costs Calculations

- TP indicated he still needs additional data for database for these calculations
- LK updated on previous meeting with town. Town has \$300,000 left and would be willing to discuss using that for remediation for the public portion of a project if the residents vote to have sewer
- Also investigating to see if we can do an income survey to have Bay Street area qualify for CDBG grant money for future projects.
- Carried forwarded until database is finalized

Discussion followed: JC disagrees with the assessment of what the town is supposed to commit to and what the agreements out of the Bay Street settlement was. Also noted, was that Bay Street is a state road, so would that contamination be covered by the state. Conclusion was the there are enough open issues with Bay street that it may not be possible to include in year one.

9. Community Development Block Grants through Church Community Housing

- Determine that we have \$290,000 in CDBG funding going back to 2011. If funds are not used will lose them.
- Looking to put together a project that would use the full amount of grants. JS is putting together an engineering plan.
- Funds must be used in the designated areas that were approved under the grants

10. Schedule for upcoming meetings: Carried over to next meeting

11. LK Motion to Adjourn, MT second. Pass unanimously. Meeting adjourned at 6:45.

Next TWWD Board Meeting to be held on December 15, 2014 at 5:30PM, NTFD (241 Hilton St)

Action Items/New Business for next meeting:

- 1. PN to continue research on income survey requirements**
- 2. PN 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. JC – discussion on easement by railroad tracks**

Submitted by: Paul Northrup, Treasurer

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