



**Board of Directors Meeting,
Tiverton Public Library, Learning Center, 5:30 PM
August 22, 2016
Draft Minutes**

Meeting Time: Meeting at the Tiverton Public Library, Learning Center, 5:30 PM
TWWD Board present: Leroy Kendricks (LK); Chris Nearpass (CN); Paul Northrup (PN); Scott Humphrey (SH)
Colleen Stanton (CS)
TWWD Board absent: None
TWWD personnel present: Steve Berlucchi (SB); Sarah Stearns (SS); Pat Nannini (PNN)
TWWD personnel absent: Nan Godet (NG)
Public: None

LK called the meeting to order at 5:31 PM.

1. Approval of Minutes of previous meetings: July 18, 2016 Board of Directors Meeting

LK called for a motion to approve the minutes of the July 18, 2016 Board of Directors Meeting. CN so moved, PN seconded. Motion to approve passed unanimously.

2. Public Comments: None

3. Department Reports:

- a. Treasurer’s Report (see appended): PN reviewed major items. Discussion followed.
 - i. Watuppa Plantation: LK to send letter to Town for overage spent on repair; ~ \$27K.
 - ii. Interim Loan: PN waiting to hear from IRS on percentage of current loan must be spent, before we can request additional funds. The amount spent on the current loan is below the threshold; PN to confirm % number before we can ask for additional money.
 - iii. Phase 1 Loan Management: LA looking into loan management software. We are going to refer to costs assigned to the homeowners as “assessments” and not “loans”. SB commented that the PowerPoint presentation for payment options on the assessments should be updated.
- b. General Manager’s Report (see appended): SB reviewed major items. Discussion followed.
 - i. Phase 1 Expansion: An appraisal was received for properties on Poplar Avenue. It was determined that there is zero value to the easement. SB is setting up meetings with residents to talk to them individually.
 - ii. Homeowners that want to get their own appraisals may do so, at their own expense. The appraisal company must be certified and licensed.
 - iii. LA will coordinate the public information, mailings, meetings and presentations for Phase 2 and Phase 3 projects.
- c. Superintendent’s Report (see appended): SS reviewed major items. Discussion followed.
 - i. CMMS Software: See memo and attached invoice. LK called for a motion to accept the proposal. PN so moved; CN seconded. Motion to purchase CMMS software passed unanimously.
 - ii. Pump Stations: Number of alarms is down significantly from last year. The increased preventative maintenance has been effective.

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- iii. On-Site Wastewater Disposal Systems: TWWD invoice sent to the Town for \$38,000, was paid.
- d. Office Manager's Report (see appended): PNN reviewed major items. Discussion followed.
 - i. Outstanding bills continue to come in. Pink bills were sent out to customers with largest aging balances. A renewed effort will be made to collect on the older, over 180 days accounts. A discussion between PN, PNN, LA and NG to determine if properties in the CountryView Estates can have a tax lien placed on their properties is in review. Waiting to hear from the TWWD Lawyers and the Town Tax Assessor.
- 4. Abutter Tie In: Current Status and Discussion
 - a. Non Tie Ins, ROEs
 - i. All projects: Any properties that choose not to connect to the sewer line, in any projects, will be notified they have 90 days from the project start date to connect on their own. A fine of \$50 per day will be assessed to the properties that do not comply. If an owner makes an effort to comply, and compliance is delayed – weather related; contractor issues – or makes a good faith effort, the fines will be suspended.
 - ii. Abutters: the non-conforming properties (estimated at 5) will be given an October 1st deadline to become part of the project. After that, they will have 90 days before beginning to accrue fines.
 - iii. LK called for a motion to accept discussed guidelines and deadlines; and to set the fine at \$50 per day. Following discussion, PN so moved; SH seconded. Motion to approve passed unanimously.
- 5. OMA Fees
 - a. The current schedule for OMA fees were discussed. CN provided some background. Estimated water usage for the Tiverton Casino was calculated, and may result in an additional \$30K in OMA fees per year. The Longplex Sports Complex may result in an additional \$15K per year under the current payment structure.
 - b. No votes or changes were made to the existing OMA fee structure, LA to review current users, as some identified as large users have reduced their water consumption.

LK called for a motion to adjourn. CN so moved; PN seconded. Motion passed unanimously. The meeting was adjourned at 7:11pm