

MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: November 19, 2014
Time: 4:00 PM
Place: Sprague Town Hall
Present: Dennison Allen, Christine Kurtz from Wright Pierce, Tom Hannon, Jack
Malone, Todd Hastings

Absent: Keith Duprey

Call to Order:

The meeting was called to order at 4:15 p.m. by Dennison Allen, Chairman.

Minutes and Disbursements:

Jack Malone made a motion to accept the minutes from the September 17, 2014 meeting and the disbursements from September in amount of \$13,491.78 and from October for \$20,007.27. This motion was seconded by Tom Hannon. Discussion. A vote was called and the motion passed by all members voting in favor.

Wright Pierce:

Christine Kurtz updated the board on the following projects:

Pump Station #2 project is complete with the exception of the connection by CL & P at the cell tower being installed. Discussion.

Draft memo on the dam break analysis for the EOP is done and she will forward the needed information to the grant writer.

Dam work for the problem breaks is still being reviewed and will be evaluated by NEI And Wright Pierce and a decision will be made as to if it is covered by the warranty. Discussion.

Christine told the board members that Mike Giggy from Wright Pierce reached out to Mark Decker on the Intermunicipal agreement with a chart of the Overview of Cost Sharing Plan for Towns participating with Norwich. He did this in the hopes of keeping the discussion moving along. Discussion followed. Jack Malone gave his views on the manner in which we are being approached by NDPU. Much discussion followed. Dennison told the board that he is going to have Kathleen send a letter to Lisbon asking them to give us an estimate of their future sewer connections which will affect the flows in Versailles. He would like a 20 year and 50 year plan. This information is

needed to complete the study on the costs to connect to Norwich. More Discussion.

Discuss IMA with Norwich Public Utilities and scheduled meeting for 09/25/2014:

Discussed in Wright Pierce report.

Discuss Board of Finance 2015-2016 Budget Call:

Kathleen gave the board members information that listed the costs to pay back the Clean Water Fund loan and the Pump Station #1 Bond payment; also handed out was a listing of possible future projects that need to be addressed. Kathleen stated that the 2015-2016 bond and clean water fund payments will be \$124,292.62. We are currently billing our customers through the Wastewater Recovery Assessment \$24,439.98 quarterly for an annual amount of \$97,759.92. This is what is billed not collected due to delinquent customers. This leaves a shortfall of \$26,532.70 that needs to be paid from Authority funds. Discussion followed. Kathleen indicated that we will be going before the Board Of Finance on January 15th and need to know if or what we will be asking from the town. More discussion. After much discussion it was decided that we would fine tune what Sprague Water & Sewer Authority would request from the Board of Finance at our December meeting.

Discuss and possibly act on amending regulations regarding water shutoffs and sewer charges:

A discussion ensued on amending our water and sewer regulations regarding shutting off water at residences and what will be charged on the sewer side while the water is turned off. We have had many requests to shut water off at residences and in the past this has negated the sewer charge in most instances. We are losing much needed revenue by doing this. Discussion followed. Christine from Wright Pierce suggested that we break out the sewer charge. This would mean breaking it into operation and maintenance costs and administration.

Jack Malone made a motion to put this item on the Agenda for our December meeting where a decision will be made. This motion was seconded by Tom Hannon. A vote was called and the motion passed by all voting in favor.

First Selectman Report:

The First Selectman was not present.

Status Report from Todd Hastings:

Todd informed the board members that he received a call from the DOT workers on the bridge project that sewer was leaking out of the embankment. He went down to investigate and there was indeed sewer coming out. Todd called the contractor doing the project and informed him of the problem and he said he could not come down to address this situation until the next day. This was unacceptable so Todd called Jim Benjamin who came right down to repair the problem. The costs to fix this would be picked up by the contractor and the state doing the project. Discussion followed. Both were claiming that it was not their responsibility since it was not marked out. This was a sewer lateral and those are not on any map just the main line. Todd and Jim Benjamin fixed the problem and Todd took pictures of it showing pea stones coming out where the break was and that indicated to him that the problem occurred when they put in the water main. Both the state and the contractor on the job are saying they are blameless and much discussion was held at their weekly meeting on Tuesday. The state said they would get back to us regarding who is responsible for this repair but said that there is a possibility of having to split the bill three ways. Cost to repair is \$11,600. Much discussion followed.

A discussion followed on the generator for Hanover Pump Station #2. Three quotes were received and all but one has been reviewed by Wright Pierce. The third one is currently being reviewed by WP. First Selectmen is anxious to get this finished and has informed us that if it takes too long we may lose funding.

Todd told the board that the shed at the Reservoir has been constructed and the old generator from Pump Station #1 is up there and will be started next week.

Todd told the board that he and David went to the Atlantic States Conference and at that conference they did a testing of drinking water and Sprague won first place in the disinfected division. He was given a check for \$100.00 as a prize. This check was deposited into the Authority account. A discussion followed. Jack Malone spoke to the board and said that he thinks that they should purchase a tool or item that would help them in their job with this prize. The board members agreed.

Todd informed the board that he still has 10 days of vacation time coming and will be using it soon.

Todd gave the board an evaluation of an employee and discussion ensued about the possibility of giving this employee an increase in salary. Much discussion followed and Jack asked that the board members think on this and asked Todd to bring this up at next months meeting.

Review bills for payment:

A copy of the Check Detail was given to all the board members that detailed all the checks that have been written out since our September meeting. The board members reviewed the list. There were no questions.

Review past due accounts:

A report was handed out to all board members. The amount of accounts past due is \$19,163.42 of that amount \$5,685.75 is with Attorney Lloyd Langhammer, \$11,664.79 of that amount currently has payment plans in place. Pending foreclosure is \$1,812.88.

Versailles past due accounts total is \$3,966.46 and payment plan is in place for \$489.77 and \$1,399.46 is with Attorney Lloyd Langhammer pending foreclosure. Discussion followed.

Any other business to come before said meeting:

Jack Malone made a motion to adjourn the meeting. This motion was seconded by Tom Hannon. All in favor and the meeting was adjourned at 5:50 p.m.