

MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: June 18, 2014
Time: 4:00 PM
Place: Sprague Town Hall
Present: Tom Hannon, Dennison Allen, Todd Hastings, David Trainor, Todd LaPointe, Cathy Osten, First Selectman, Christine Kurtz from Wright Pierce.

Absent: Jack Malone

Call to Order:

The meeting was called to order at 4:00 p.m. by Dennison Allen, Chairman.

Minutes and Disbursements:

Tom Hannon made a motion to approve the minutes of the regular meeting held on May 28, 2014 and the disbursements for May in the amount of \$13,688.55. This motion was seconded by Todd LaPointe. A vote was called and the motion passed.

Wright Pierce:

Christine Kurtz updated the board on the following projects:

Norwich Inter-municipal agreement: The meeting with Bozrah, Franklin, Sprague regarding the inter-municipal agreement with Norwich was canceled due to not receiving information that was requested from Norwich. It was learned that they will not have that information until the beginning to middle of July. Christine told the board members that she needs to get information from the Paper Mill regarding their flows. Cathy Osten, First Selectman was supposed to meet with the new management at the Paper Mill to get this information and has not done so to date. Christine said this is holding her up from completing the study. She needs to know also what their future plans are as well. Kathleen will speak to Ms. Osten and ask if she can set up that meeting so we can obtain the needed information. Discussion followed.

I & I project: Wright Pierce has formalized change order #4 and they are very close to closing out the project and then they can release the retainage. Discussion followed.

Dam project: Christine indicated that they are having problems with the water level being too low to get a good read on the exact problems with the joints. Discussion followed. Christine said that she does not believe that it is a result of shoddy work by the

contractor that did the work. Discussion.

The DOT project on the bridge on Rt. 97 was updated and a discussion ensued on where the project stands as it pertains to the Water & Sewer Authority.

Pump station #1: Kathleen asked Christine to update the board members on the problems regarding non payment of sub-contractors on this project. She indicated that she has not heard anything since the last meeting. Kathleen told her that she has received calls from the sub-contractors wanting to know where we are and if there is a resolution on the horizon. Christine will make some calls and get back to us.

First Selectman Report:

Cathy was late to the meeting and another discussion was held on her meeting with the management of the paper mill to get the information for Wright Pierce. Also the leaky joints at the dam were re-visited. Cathy indicated that she could possibly get some help from USRDA for help to offset the costs for the fix.

Cathy informed the board that the town has received the audit from last fiscal year and once again there is material weaknesses due to segregation of duties. She explained that due to the size of the Water & Sewer Authority it is not reasonable to hire more people to avoid this in the future. Discussion followed.

A discussion followed on the broken lateral at the ball field. The Water & Sewer regulations say that the owner of the property is responsible for the cost of repairs. Discussion followed. Cathy spoke to the board and reminded them all the stuff that the town does for the Water & Sewer Authority that they do not charge them for such as office space, electricity, heat, bonding and grant writing fees etc. the list goes on and on. She told them that most towns do not help out their water & sewer departments. She also said that she has been instrumental in getting numerous grants for the water & sewer that have saved the Authority lots of money. Discussion followed.

Dennison made a motion to authorize Todd Hastings to hire James Benjamin to fix the broken lateral at the ball field with the bill to be paid by Authority funds. This motion was seconded by Tom Hannon. A vote was called and the motion passed by all members present voting in favor.

A discussion followed on the Authority taking on the billing responsibility of the Paper mill when their agreement with Norwich Public Utility expires.

Status Report from Todd Hastings:

Todd informed the board that Kathleen had received a call from a resident on High Street that he had a sewer back up. The homeowner had a company come out to jet their line and they said that there appears to be a clog in the main line. Todd checked the line and has since had it cameraed and found that there was a clump of rags. There looks to be a

possible problem with one of the joints that was taken care of with the I & I project. Todd has informed the engineer from Wright Pierce that we would like that joint looked at before the warranty expires on the I & I job. Discussion followed. Dennison asked that a notice be sent out in the next billing cycle to sewer customers reminding them not to flush rags, diapers etc down the sewer as it adds costly repairs and that will result in higher fees to the residents.

Todd told the board that he has a resident in Hanover that wants to tie into our system and while he had the camera guy here he had him check out the line in Hanover. He also had him camera the lateral at the ballfield.

Pump Station #1 water problem across the road has been repaired. Discussion followed.

Discuss and possible act on 2014-2015 budget:

Kathleen passed out a copies of next fiscal years budget and she went over it with them. The Sewer Budget has a \$1.00 per quarter increase on the fixed sewer charge bringing the quarterly charge from \$107.00 per unit to \$108.00 per unit per quarter and an increase of \$.05 on the metered sewer charge bringing that charge to \$5.30 /1000 gallons from \$5.25.

Both these changes are a one percent increase. Discussion. The water budget has new meter service charge that will be charged to our water customers on a quarterly basis and that charge is \$7.25 per unit. This will bring \$13,398.00 of income on the water side. Discussion followed.

Todd spoke to the board regarding raising the cost to receive septic from outside sources. He told them that one of the companies indicated that if we raise the price they will not discharge here and the other company said that they would probably cut in half the amount they discharge. Discussion followed. The board decided that the cost should be increased and we will see how it affects the amount of revenue versus the costs to process.

David Trainor asked the board if they made a decision on his letter sent requesting an increase in salary. Dennison spoke to Mr. Trainor and said that at this point they cannot not afford to give an increase beyond what is currently proposed which is a three percent increase and a license incentive increase if he passes the test. With this budget it was decided that no overtime will be generated unless an emergency situation occurs. If you find yourself getting over forty hours in a weeks time you will adjust your hours by leaving early. Discussion followed.

After much discussion Dennison Allen made a motion to accept the budget as presented the Sewer budget is \$366,672.07 and the Water Budget of \$141,306.82. This motion was seconded by Todd LaPointe. A vote was called and the motion passed by all members in attendance voting in favor.

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 May meeting. The board members reviewed the list and asked any questions they may have had..

Review past due accounts:

A report was handed out to all board members. The amount of accounts past due is \$37,754.44 of that amount \$12,266.80 is with Attorney Lloyd Langhammer, \$11,632.42 of that amount currently has payment plans in place. Versailles past due accounts total is \$3,237.85. Discussion followed.

Any other business to come before said meeting:

Tom Hannon made a motion to adjourn the meeting. This motion was seconded by Todd LaPointe. The meeting was adjourned at 5:40 p.m.