

MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: September 25, 2013
Time: 4:00 PM
Place: Sprague Town Hall
Present: Tom Hannon, Manny Meneses, Christine Kurtz from Wright Pierce, Todd Hastings, Catherine Osten, First Selectman, Dennison Allen, Todd LaPointe, David Trainor, Jack Malone
Absent: none

Call to Order:

The meeting was called to order at 4:03 p.m. by Tom Hannon, Secretary as Dennison Allen, Chairman had called to say he would be late.

Minutes and Disbursements:

Manny Meneses made a motion to approve the minutes of the regular meeting held on August 21, 2013 and the disbursements for August in the amount of \$13,306.40. This motion was seconded by Todd LaPointe. A vote was called and the motion passed by all members voting in favor.

Wright Pierce:

Christine updated the board members on the various projects that they are currently working on.

The Certificate of Substantial Completion form has been issued and it is dated for September 13, 2013. This means that the one year warranty begins as of this date. Todd told the board that Associated Construction and the Water & Sewer Authority have agreed to seven (7) days of delay and the costs associated with this should be covered under the electrical allowance surplus.

Associated Construction is looking for the Certificate of occupancy from the building official, Joe Smith. The paperwork needed has been submitted and we are just waiting to hear from him.

Pump Station #2- Wright Pierce will be meeting with the owner of the cell tower to go over the particulars of putting receivers for the SCADA system. This project is ready to go out to bid and October 14, 2013 is the projected date. We will be putting it in the paper and the bid opening will be November 14, 2013 and the documents will be at the Town Hall for viewing but the packages will be distributed from the Wright Pierce Office in Middletown.

Christine updated the board members on the DOT project on Rt. 207 over the bridge. The dollar amount of this project that the Water & Sewer Authority needs to pay has yet to be determined and Cathy Osten indicated that we will be pursuing grants from USRDA to cover these costs.

Discussion followed on the sewer lines in Hanover and the possibility of using leftover funds from the bonding for Pump Station #1 for their upgrade. Justin has broken down the projects that need to be done and the costs will well exceed the amount projected to be left. Kathleen asked for clarification on the amount Wright Pierce was using for the figure since it was decided and voted on at our last meeting to use a good portion of the leftover money on small sewer projects and only approximately \$60,000. will be left to use of upgrades to the Hanover sewer lines. Discussion followed. Cathy Osten said she could apply for STEAP funds for taking care of the sewer lines in Hanover and a discussion on the force main on Lee Hill ensued. The board decided to think on what was discussed at this meeting and come to a decision at our next meeting.

Christine handed out an Evaluation of Discharge to Norwich WPCF Summary of Scope of Work prepared by Wright Pierce for the board members to review. Discussion followed. The cost of this would be around \$15,000. The board members agreed that it would be wise to have the information from this evaluation to enable them to make an informed decision on whether we should connect to Norwich's collection system.

Manny Meneses made a motion to accept this summary of the planned scope of work for the Evaluation of Discharge to Norwich WPCF applying for available funding. This motion was seconded by Dennison Allen. A vote was called and the motion passed by all members voting in favor.

Discuss and possibly act on closeout of I & I project:

Cathy Osten spoke to the board members regarding the closeout of this project. The final work has been completed but we do not have to process the final paperwork right away. She explained that the bookkeeper will be going out on maternity leave and she will need to be here to complete the process to close this out. Discussion followed.

Manny Meneses made a motion to table the closeout of the I & I project until February. This motion was seconded by Todd LaPointe. Discussion and then a vote was called and the motion passed by all members voting in favor.

First Selectman's Report:

Cathy Osten spoke to the board regarding the over growth of vegetation at the Baltic Reservoir. She explained that the Town workers along with the Water & Sewer employees have been working for several days trying to keep this vegetation from taking over the area around the reservoir. They have hired a company with funds in part from a grant to also work at the reservoir. Cathy had indicated that there is more work to do and

it is very important to take care of this to prevent future decay of the dams. Discussion followed.

Cathy told the board that Jack Malone was here at the meeting and is interested in becoming a member of the board. The board said that they have this item listed on the agenda and will discuss it when we get to that point.

Status Report from Todd Hastings:

Todd informed the board of the work that they have been doing at the reservoir and that more needs to be done. He also told the board that seasonal worker, Joe Lussier, Sr. will be done on October 11th or thereabouts unless something comes up that may require him to stay longer. If that happens we will start him later next April to offset the cost of keeping longer.

Todd spoke about the work at the reservoir and that the Town has spent a significant amount of money clearing away the vegetation. There is still work to be done and we can have Earthworks come and take care of the remainder of removal using the Town trucks and this will take him five (5) days for eight (8) hrs per day for a cost of \$4,000.00. Discussion followed.

Dennison Allen made a motion to hire Earthworks for the five (5) days to complete the work removing vegetation from the reservoir using Town trucks. This motion was seconded by Manny Meneses. A vote was called and the motion passed by all voting in favor.

Todd informed the board members that Dave and Joe have been getting things ready for winter. Todd also told the board that the demolition of Pump Station #1 is being done and he has sold some of the cabinets that we have no use for and that Keith Laliberte would like the old stairs. A discussion followed. Keith has helped us out on several occasions and never billed us and Todd thought we should not charge him for these. Discussion followed. The board agreed that there would be no charge and Mr. Laliberte could have them.

Todd informed the board that he would be taking the day off on Thursday, September 26th. Todd also asked the board if they would like to hold some sort of a ribbon cutting ceremony for the new Pump Station #1. The board indicated that it would be a good idea and they will look into it.

Discuss and possibly act on recommending resident Jack Malone to serve on the Sprague Water & Sewer Board:

Dennison Allen asked Mr. Malone to tell the board about himself and why he was interested in becoming a board member. Mr. Malone explained that he has been a resident since 2006 but has had a long standing relationship over the years with the Town

of Sprague starting off when he was a reporter for the newspaper covering Sprague many years ago. He elaborated on why he was interested in joining the board. The board listened and told him that he would be a nice addition to the board.

Manny Meneses made a motion to recommend Jack Malone to the Board of Selectmen to be appointed as a board member of the Sprague Water & Sewer Authority. This motion was seconded by Tom Hannon. A vote was called and all members voted in favor.

Kathleen will send a letter to the Board of Selectmen.

Review bills for payment:

A list of all bills paid since the last meeting was handed out and reviewed. No one had any questions.

Review past due accounts:

A report was handed out to all board members. The amount of accounts past due is \$35,740.68 of that amount \$6,217.10 is with our Attorney, \$6,157.26 of that amount currently has payment plans in place, \$3,181.12 of that amount the water has been shut off and \$2,847.55 of that amount is property that is currently up for sale. Versailles past due accounts total is \$2,238.28. Discussion followed

Any other business to come before said meeting:

Manny Meneses told the board members that he has accepted a job in Portsmouth, New Hampshire pending the company getting contract for work and will not be available to serve on the board when and if this comes to be. He will keep us informed and indicated that it would be sometime after the first of the new year.

Manny Meneses made a motion to adjourn the meeting. This motion was seconded by Todd LaPointe. The meeting was adjourned at 5:15 p.m.