

# **MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY**

Date: January 21, 2015  
Time: 4:00 PM  
Place: Sprague Town Hall  
Present: Dennison Allen, Christine Kurtz from Wright Pierce, Tom Hannon, Jack  
Malone, Todd Hastings

Absent: none

## **Call to Order:**

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

## **Minutes and Disbursements:**

The agenda was incorrect in stating to approve the minutes from the November meeting and the disbursement from November. This was done at the December meeting. The board added item 2A. To approve the minutes from the December 17, 2015 meeting and the disbursements from December and approve the minutes from the Special meeting held January 12, 2015.

Jack Malone made a motion to approve the minutes from the December 17, 2015 meeting and the Special Meeting of January 12, 2015 along with the disbursements for December in the amount of \$103,807.90. This motion was seconded by Tom Hannon. A vote was called and the motion was passed by all members voting in favor.

## **Elect officers for calendar year 2015:**

Tom Hannon made a motion to have Dennison Allen remain as Chairman of the Authority for calendar 2015. This motion was seconded by Jack Malone. A vote was called and the motion passed by all members voting in favor.

Dennison Allen nominated Tom Hannon to remain as Secretary-Treasurer of the Authority for the calendar year 2015. This motion was seconded by Jack Malone. A vote was called and the motion passed by a majority vote.

### **Wright Pierce:**

Christine Kurtz updated the board on the following projects:

Christine informed the board that Wright Pierce responded to a letter they received December 23, 2015 regarding problems that occurred during the construction of Pump Station #1. She indicated that she had sent a copy via email to Dennison and Kathleen. Discussion followed.

Christine told the board that she is putting in an application for a CWF (Clean Water Fund) 55% grant to pay for the study to Norwich that they are currently working on. Discussion followed. Christine said the amount is for \$25,000. and the amount not covered by the CWF grant they will have Jackie apply for the remainder from USDA.

### **Discuss and possibly act on authorizing employees to use the Water & Sewer equipment to plow home residence:**

Dennison addressed the board members regarding a call he had received with a resident being upset that the Authority employees were using town equipment to plow their home driveways. Discussion followed. Todd Hastings, Superintendent said that they have done this for many years and he does not have a problem with it since it is essential that the employees make it to work. Much discussion followed. The consensus was to leave this alone and continue with the way they have been handling things.

### **Discuss Board of Finance 2015-2016 Budget call meeting:**

Todd informed the board members that he attended the meeting and presented what the Authority had decided on asking the Board of Finance for and the Board of Finance said that they will discuss our request and get back to us.

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

Kathleen handed out copies of the Regulations for Sewer Customers and Regulations for Water Customers showing changes as follows:

Added to the Sewer Regulation was the following

:

**If the owner requests an exception to the sewer charge due to the property being unoccupied the EDU does not change and the owner of the unit will still be responsible for the Wastewater Recovery Assessment. The sewer fee will be charged at a reduced rate during this exception. The property owner must reside on the premises for which the exception is being asked for.**

Added to the Sewer Regulations was the following:

**A fine of \$1,000.00 will be incurred to a property owner if units are being occupied after their requests were granted for an adjustment of their water and sewer charges on the basis of unoccupied units in question.**

Changes to the Regulation for Water Customers is the following:

If the owner of a unit requests the water to be shut off, due to the unit being unoccupied, the EDU does not change and the owner of the unit will be liable for the Wastewater Recovery Assessment **and the customer meter service charge during the duration in which the water is shut off. Sewer will be charged at a reduced rate during the duration.**

Discussion followed. The sewer charge will be broken down into operation and maintenance and administrative fees and only the administrative fee will be charged during the shutoff.

Tom Hannon made a motion to change the regulations for both water and sewer customers with the changes listed. This motion was seconded by Jack Malone. Discussion. A vote was called and the motion passed by all members voting in favor.

**First Selectman report:**

The First Selectman was not present.

**Status Report from Todd Hastings:**

Todd Hastings spoke to the board about a problem that has come been ongoing for sometime on the DOT bridge repair project. Todd reminded the board of a problem with a sewer lateral that was broken by the contractor doing excavation work on the project and there was raw sewage coming out. He also reminded them that the contractor of record on the job, Mattern Construction could not come out to repair the problem until the next day so the State engineers told Todd to get someone to take care of the problem and send the bill to the State and they would forward it to the contractor. This was done and our contractor who did the work has not been paid for his services. Discussion followed. After much discussion it was decided that Wright Pierce will write a letter to the state and see if they can get this problem rectified.

Todd informed the board members that he has been approached by the Town of Franklin to possibly take care of overseeing the operation of water testing at the school and also overseeing the sewer pumps that will discharge to NDPU. Much discussion followed.

Dennison asked that we get more details on exactly what this job would require so we would have a clearer picture of what it entails and then we could make an informed decision.

Todd told the board members that David Trainor has been approved to sit for the

Water operator certification examination. This will be held sometime in March once they find a facility to hold the testing in.

Todd told the board that he has had problems with the wells at the reservoir and he has had to make some adjustments but they seem to be running fine now.

Todd informed the board of problems he encountered on Thursday, January 15<sup>th</sup>. On the morning inspection rounds he discovered that the numbers had not changed out at Hanover PS#2 which indicates a broken pipe. He called Jim Benjamin and they looked for the problem but were unsuccessful in finding the break. After consulting with our engineers and technicians he ran both pumps and this seemed to push a clog out up over Lee Hill. Discussion followed. It seems to be running fine now.

Sunday morning on rounds in Versailles he noticed no change in numbers and went to investigate and after calling in the electrician and determining that everything was fine on our end they found a broken wire out on the line coming in thus there was not enough voltage coming in to run the pumps. Todd called CL & P and they came out to repair.

This morning Todd was alerted by the Town Crew that there was raw sewage running out of a manhole in Hanover. Lifted the manhole and discovered that it was root bound. Todd called Service Plus Plumbing to come out and jet the pipes. Discussion followed on problem areas that need attention in Hanover. After much discussion it was decided that Wright Pierce will write up a list of what we would like repaired and Todd will get some estimates to fix the most crucial areas at that time.

Todd had the SCADA guy come out and give us a real estimate to have this installed at Pump Station #3 and #4. He told Todd that the cost would be approximately \$10,000. per station but we would need to have the electrical work required to install this done at an additional cost.

Todd had the gentleman from Electronic Security Systems give us estimates for security cameras at several areas. Estimate costs \$14,405.00. Discussion followed.

### **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 December 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 \$62,351.52 of that amount \$7,111.86 is with Attorney Lloyd Langhammer, \$13,490.91 of that amount currently has payment plans in place. Pending foreclosure is \$2,101.18.

Versailles past due accounts total is \$4,650.05 and payment plan is in place for \$396.28 and \$1,682.51 is with Attorney Lloyd Langhammer pending foreclosure. Discussion followed.

**Any other business to come before said meeting:**

Dennison had a request from past member of the Board Keith Duprey to be reinstated as a board member. After much discussion it was decided that we table this until Chairman, Dennison Allen had time to speak with Mr. Duprey.

Kathleen informed the board members that she has completed and sent to the State the annual PURA report.

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 5:35 p.m.