

MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: November 18, 2015
Time: 4:00 PM
Place: Sprague Town Hall
Present: Dennison Allen, Tom Hannon, Jack Malone, Catherine Osten, First
Selectman, William Idarola, Todd Hastings, Christine Kurtz, Wright
Pierce
Absent: None

Call to Order:

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

Minutes and Disbursements:

Jack Malone made a motion to approve the minutes from the October 21, 2015 meeting and the disbursements for October in the amount of \$96,314.49. This motion was seconded by Tom Hannon. A vote was called and the motion was passed by all members voting in favor.

Wright Pierce:

Christine was present but had no report to present. A discussion was held on a letter Wright Pierce had agreed to do on the problem in front of the Baltic Convenience Store. After much discussion Christine said that she would write one up.

Review the Enterprise Fund report for year end 6/30/2015:

Dennison asked the board members if they had a chance to review the Enterprise Fund report for year end 6/30/2015 and if they had anything they wanted to change in this report. Discussion followed. After much discussion it was agreed that the report will stand as written.

Discuss and possibly set a date for Special Meeting to discuss Capitol Projects:

Dennison asked the board members to check their calendars so that he could set a date for a Special Meeting to discuss upcoming capitol projects. Jack Malone asked why a special meeting was needed and asked if we could just discuss it tonight. Dennison asked to move this item down on the agenda and if time allows we will discuss it tonight.

Discuss and act on meeting dates for calendar year 2016:

A letter was handed out with the schedule of meeting dates for next year and Dennison asked each board member to review the dates and see if they have any conflicts. Bill indicated that he does not think he will be here for the March meeting and Todd said that he would not be here for the April meeting. Discussion.

The schedule of meetings for the calendar year 2016:

January 20, 2016	July 20, 2016
February 17, 2016	August 17, 2016
March 16, 2016	September 21, 2016
April 20, 2016	October 19, 2016
May 18, 2016	November 16, 2016
June 15, 2016	December 21, 2016

Jack Malone made a motion to accept the dates for meeting for the Sprague Water & Sewer Authority board meetings for calendar year 2016. This motion was seconded by Tom Hannon. A vote was called and the motion passed by all voting in favor.

First Selectman report:

Cathy Osten spoke to the board and informed them that a meeting date has been set for the management meeting between the Town and the Auditors to discuss their findings. The date is set for December 2, 2015 at 2:00 pm. Dennison and Kathleen will be attending. Discussion followed on problems that have been reported as material weaknesses in the past and possible solutions. Cathy asked that we come to the meeting with a list of questions and ask the auditors what will they accept in changes to solve the problem that is feasible for the Authority to implement. We have made several changes in the past to try to solve these deficiencies and they are ongoing. Cathy spoke to the board about a change that the auditors wanted to make in the way the bonding was reported on the books and after much discussion they agreed to leave it as is. Discussion followed.

Status Report from Todd Hastings:

Todd informed the board members that he would like to take a ten (10) day vacation in April 2016 from Apr. 19th to April 29th. Discussion followed and the board agreed to his request.

Todd informed the board members that he personally bought a skid steer albeit an old one but he would like to house it at the sewer plant. In exchange he will be able to use it if needed at the plant. Discussion followed. The board members had no problem with his request.

Todd told the board that last year he was paid \$20.00 for the use of his personal truck and \$16.00 for the use of his plow for snow removal during storms. He would like to know if they would like to continue this practice for this upcoming storm season. Discussion. The board agreed that they will continue to do so when the need arises during the storm season.

A discussion was held on Todd's request to put a fire hydrant in at Pump Station #1. He has gotten a quote from Jim Benjamin for this job. After much discussion Dennison asked Todd to get three (3) quotes for this job and we will review them and decide.

Todd told the board that he went into Cumberland Farms and there was water on the floor and when he asked the manager where it came from and she said that it was coming up from the floor. He told her it is probably a broken pipe. A plumber has been called and they will set up a time to repair the problem. They would like to do it after the store closes which will be midnight. A discussion on shutting off the water to the store and if it will affect other water customers ensued. Todd said that we will send out notices when the date is confirmed.

Todd spoke to the board regarding the Sanitary Survey Report and discussion followed.

The state is requesting more testing on the water side with the Ground Water Rule Source Water Fecal Indicator Monitoring Plan which will increase our budgeted expenses and there could be an overage. The plan now requires us to do this additional testing for a year and review at that time.

Todd said he has turned on the block heaters for the winter so electricity cost will increase. Todd also informed the board members that the reservoir is down about eight (8) feet. This is due to the dry weather conditions.

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. Any questions were answered.

Review past due accounts:

A report was handed out to all board members. The amount of accounts past due is \$36,492.44 of that amount \$3,346.04 is with Attorney Lloyd Langhammer, \$2,850.13 of that amount currently has payment plans in place. Accounts totaling \$1,337.91 are pending foreclosure procedures. Payments received \$4,726.74. Kathleen has also received two (2) bad checks, \$1,007.51 which she is currently working on collecting.

Versailles past due accounts total is \$2,630.10 and accounts with Attorney Langhammer is \$828.14, and accounts pending payment due to sale of property \$266.41 and account pending foreclosure procedures is \$472.32.

Capitol Projects:

The board members discussed possible Capitol Projects that we would have to undertake in the near future and they came up with the following:

- 1.) Replacement of the 85,000 gallon water tank that has been requested by the State.
- 2.) The need for a back-up water source that is mandated by the State and the possibility of putting the reservoir as our secondary source.
- 3.) Force Main in Hanover on Lee Hill.
- 4.) Hanover sewer line on Main Street.

Any other business to come before said meeting:

Kathleen informed the board that the Planning and Zoning Public Hearing meeting has been rescheduled to December 2, 2015 @ 7:00 p.m.

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 5:10 p.m.