

MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: August 20, 2014
Time: 4:00 PM
Place: Sprague Town Hall
Present: Dennison Allen, Cathy Osten, First Selectman, Christine Kurtz from
Wright Pierce, Tom Hannon, Keith Duprey, Jack Malone, Christopher
Lowe, resident

Absent: Todd Lapointe

Call to Order:

The meeting was called to order at 4:05 p.m. by Dennison Allen, Chairman.

Minutes and Disbursements:

Dennison Allen made a motion to approve the minutes of the regular meeting held on July 16, 2014. This motion was seconded by Tom Hannon. A vote was called and the motion passed by two members voting in favor and one member abstaining from the vote.

Tom Hannon made a motion to accept the disbursements for the month of July in the amount of \$40,814.43. This motion was seconded by Jack Malone. A vote was called and the motion passed by all members voting in favor.

Discuss and possibly act on resident from 7-9 School Hill Rd. request to reduce charges for one unit:

Mr. Christopher Lowe was present and addressed the board regarding his request to get a reduction on his quarterly water and sewer charges. He explained to the board that he had purchased the property with the intent of renting out one unit and living in the other unit. He found that the rental unit needed a lot of work to get it ready to be rented and that everything cost more than he expected. Mr. Lowe said that funds have run out and he has ceased work on the rental unit and would like to be charged as only one unit. Discussion followed and the board noted advice from our attorney on not relieving charges on unoccupied units.

After much discussion, Dennison Allen, Chairman asked that Mr. Lowe put his request in writing and they would take it into consideration and they would address it at the next meeting on September 17, 2014.

Discuss how the closing of Fusion affects or could affect the Sprague Water & Sewer Authority and if their sewer piping that goes to Norwich and the maintenance of becomes the responsibility of the Sprague Water & Sewer Authority:

Dennison Allen, Chairman spoke to the First Selectman, Cathy Osten, Christine Kurtz from Wright Pierce and the members of the board and asked questions that he was concerned with regarding the closing of Fusion. Discussion followed. Cathy Osten said that the plant will be closing and no flows will be coming from this plant so it is not a concern that we should be worried about.

Christine Kurtz asked the board if the board wanted to include an amount for the flows from this plant should it be re-opened in the buy in amount for Norwich Public Utilities with regard to the regional sewer. Discussion followed.

Cathy Osten said that DEEP will be involved with the shutdown of this plant and making sure no contaminants are released. Jack Malone asked the board if there is any value in owning the pipe that goes from the plant down to Norwich. Discussion followed. A discussion was also initiated on the wells at the plant site and what will happen to these.

Kathleen asked for clarification of the discussion so far from Cathy Osten, First Selectman and the synopsis was that at this time the Water & Sewer Board does not have to be concerned with this issue as it will not immediately affect them.

Wright Pierce:

Christine Kurtz updated the board on the following projects:

- DOT bridge project they have received approval on the hydrant. Discussion followed.
- The one year warranty inspection was done at Pump Station #1 and a few items were found that needed to be addressed. The air condition unit and there was a low spot near the gate.
- The one year warranty inspection of the VMS project for the I & I is due to be scheduled for the week of September 8, 2014.
- Dam analysis of the break is going to be done mid to the end of September. This is for the EOP.
- Water quality at the dam was done and analyzed and the water does not look bad it does show high levels of iron and magnesium. Wright Pierce is looking at solutions for treatment of these that they can recommend should we use this as a drinking water source.

Discussion followed on these items.

First Selectman Report:

Cathy Osten addressed the board members and said that she is happy to answer any questions regarding the Fusion closing and discussion followed.

Cathy told the board that they are having a Board of Finance meeting tomorrow and they will be addressing the new auditor. She reminded the board that the Water & Sewer Authority has been written up every year for failure to segregate duties. This is due to the fact that Kathleen takes care of all aspects of billing, payments, payroll, etc. They will be looking for solutions to alleviate Kathleen from handling all areas which is a problem for the auditors. She encouraged the board members to attend this meeting. Kathleen indicated that she would be out of town and unable to attend. Discussion.

Status Report from Todd Hastings:

Todd was on vacation but left notes with Kathleen for this report.

At the sewer plant they had a blower break and he believes it is the bearings. He ordered a new one and installed it. They now have two (2) broken blowers and have plans on sending both out to be repaired. They are bringing them to Piela Electric.

The galvanized building located at the reservoir was rusted on the bottom all the way around the building. They used caulk from years ago and then bent aluminum sheets and screwed them in and painted.

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 July 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 \$47,005.75 of that amount \$7,728.94 is with Attorney Lloyd Langhammer, \$13048.78 of that amount currently has payment plans in place. I have received payments of \$2,362.68.

Versailles past due accounts total is \$5,074.96 and payment plan is in place for \$537.02 and \$669.88 is pending foreclosure. Promised payment amount is \$616.24 Discussion followed.

Any other business to come before said meeting:

Kathleen gave the board members a copy of a letter she received from board member,

Todd LaPointe. This letter stated that he was resigning as a member immediately. Cathy Osten stated that he needs to send this letter to the Town Clerk and not to the Water & Sewer Board. Kathleen indicated that she will let Mr, Lapointe know this.

Jack Malone made a motion that we accept with regret the letter of resignation and send Mr. LaPointe a letter stating as such. This motion was seconded by Tom Hannon. A vote was called and the motion passed by all voting in favor.

Kathleen handed out an email to the board members regarding the cost of a new printer for the office. She noted that her current printer has been giving her some problems and she has had the technician out to service it and it had not been corrected. The three options are estimated prices of \$299.99 for a HP Laserjet Pro 400 which will be fine for 500 copies per month but not much more, \$749.99 for a HP Laserjet Enterprise 3000 series, which he indicated will be a workhorse and \$999.99 for an HP Laserjet Enterprise 600 series. Kathleen indicated that she would like to get the HP Laserjet Enterprise 3000 series since he indicated it will be a workhorse and she knows that with the number of copies she prints each month this is the best option for a long term solutions to her printing problems. Discussion followed.

Jack Malone made a motion to authorize Kathleen to order the HP Laserjet Enterprise 3000 for around \$749.99. This motion was seconded by Tom Hannon. A vote was called and the motion passed by all members voting in favor.

Keith Duprey made a motion to adjourn the meeting. This motion was seconded by Tom Hannon. All in favor and the meeting was adjourned at 5:45 p.m.