

MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: April 17, 2013
Time: 4:00 PM
Place: Sprague Town Hall
Present: Tom Hannon, Dennison Allen, Todd Hastings, David Trainor, Christine Kurtz from Wright Pierce, Catherine Osten, First Selectman, Todd LaPointe
Absent: Manny Meneses

Call to Order:

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

Minutes and Disbursements:

Todd La Pointe made a motion to approve the minutes of the regular meeting held on March 20, 2013 and the disbursements for March in the amount of \$90,280.83. This motion was seconded by Tom Hannon. Christine Kurtz from Wright Pierce had some concerns on the way that Wright Pierce was portrayed in the minutes and discussion followed. After much discussion a vote was called and the motion passed by all members voting in favor.

Discuss and possibly act on problem at Pump Station #1:

An email from Attorney Rich Cody was passed out and reviewed by all board members and Christine Kurtz from Wright Pierce. Christine indicated that Tony Vanna had received a copy of this last week and has forwarded it to Associated Construction the contractor on this project. There are three things that the Town of Sprague is requiring from them in order to go ahead with the proposed fix at the wet well at Pump Station #1.

1. The contractor/ engineer assume the cost for the work, inspection, and follow up (periodic inspections);
2. The contractor issue a written warranty for this particular part of the project for a total of 3 yrs (2 extra), which will expressly warrant against further settling and any damages to the station /machinery that may result from the original or any further settling;
3. Any change order provide that the Town will not release any party in respect of the repair, that is, void any warranty, promise or representation.

Since Cathy Osten the First Selectman was not yet present the board decided to table this discussion until she arrives as she was on her way.

Once she arrived the board came back to this discussion and Cathy explained to the board that she has gotten an opinion from another engineer who had spoken to Dr. Clarence Welti, P.E., P.C. the geotechnical engineer for Wright Pierce. The engineer then spoke to the Town attorney who recommended that the above three things happen. Much discussion followed. As Christine had said previous these requirements that the town is asking for has been forwarded to the contractor and we are awaiting a response.

Wright Pierce:

Christine told the board members that they are keeping things moving on the Pump Station #1 project while we wait for a response from Associated Construction regarding Attorney Rich Cody recommendations. A discussion ensued regarding the extension of the warranty and bond requirements. Cathy told Christine that USRDA requires a change order on this.

Christine gave the board an update on the I & I and told them that they are almost done with the water main installation. The connection should be done shortly and the testing will follow. Cathy Osten asked how many streets will be torn up with this project. And a discussion followed. Christine does not foresee that many streets will be torn up. In front of the Town Hall and on Route 207 seem to be the only streets. The remainder will be in yards and under the sidewalks that will be repaired with the pole holes upon completion.

Christine gave the board an update on the DOT bridge project. The water main replacement agreement was passed out for review. Cathy Osten said that she is looking for money from USRDA to pay for a portion of this and asked that the agreement be sent to them.

Christine gave the board an update on Pump station #2. She gave Cathy Osten, First Selectman, the contract agreement to be signed. Cathy asked if they had been sent to our Town Attorney. Christine indicated that they had not been sent to him so Cathy will send them to him for his review before signing and returning.

Christine spoke to the board members regarding the Water Supply Plan. She passed out a memorandum from Tony Vanna regarding the list of tasks to address DPH comments. Much discussion followed. There are a few typos, inconsistencies between figures that will be addressed with the current plan before the final report is completed. Christine indicated that in her experience a Water Supply Plan is almost never approved on its first submission and that Tony And Amanda did an outstanding job because this one was approved first time.

Discuss and possibly act on Clerk of the Works for I & I project as well as Pump Station #1 and schedule and duties:

Dennison addressed the board regarding a Clerk of the Works. He said that in doing due diligence in hiring a contractor for a project he doesn't see the need to watch them every

step of the project. He has received conflicting reports that we should be watching the work being done but we do not have the money in the budget. Cathy Osten said that she had gotten reports from a DOT employee that this company will try to pull a fast one on you if not watched. She also heard from CLA that VMS Construction is one of the better companies. She said that it is good to have someone represent the town and watch what is going on. Christine said that someone from Wright Pierce will be there whenever they are digging or installing something. Discussion followed. The consensus was that Todd, David and Joe will be stopping by the site and keeping a log of their findings. Christine will give them a copy of the logs they use to fill out.

Discuss and possibly act on meeting with Norwich Public Utilities to advance sewer service agreement:

Dennison told the board members that he received an email from Mark Decker, Water and Wastewater Integrity Manager from Norwich Public Utility that has requested a meeting. He asked Cathy Osten who had met with Norwich Public Utilities to speak to this email. Cathy said that she is working on legislation and pursuant to that she had a meeting with John Bilda the General Manager of Norwich Public Utilities and they spoke about repairing the relationship between Sprague and Norwich. Cathy told the board that we need to seriously discuss the options on what to do with the sewer treatment plant. The town does not have the funds or the ability to pay for a new plant and the options to go with a plant at Fusion or go to Norwich must be discussed and considered. Cathy does not want to close the option to Norwich if it is in the best interest of the Town financially. Discussion followed. Cathy would like the WPCA to take the lead in this meeting and that the Town Attorney should be involved and she would like to be kept informed.

First Selectman's Report:

Cathy asked Christine for the Emergency Operation Plan and that she needs to send it to USRDA for grant monies.

Status Report from Todd Hastings:

Todd informed the board members that he has received the written report back from the DEEP inspection and that they had a few recommendations. Discussion followed.

Todd told the board that he has received three bids for moving the generator from Pump Station #1 to the Reservoir. The bids were from James Benjamin for \$9,400.00, Earthworks for \$9,600.00 and Mastercraft Fence and Construction for \$10,300.00. Discussion followed. Christine thinks that the current salvage on Pump Station #1 requires the contractor to move the generator wherever we need it and she will look into before we decide whether or not to move forward on any of these bids.

Todd is waiting on more bids on the generator at Pump Station #2 per USDA requirements. Discussion followed. Cathy will try to get more of this amount covered, as of now only forty-five percent will be covered.

Todd has received two bids and is awaiting a third to fix the water line problem on High Street leading to Maple Ave. So far he has one from James Benjamin for \$20,000. and one from Earthworks for \$18,800. Both bids are with the Authority supplying the pipes and materials. Discussion followed.

Todd told the board that our seasonal worker, Joe Lussier started April 1, 2013 for the season.

Dennison took this opportunity to address a situation that has come to his attention. He was given information that there has been computer problems at the sewer plant and when investigated by our computer company it was deemed that there were viruses and malware found and it showed that inappropriate sites are being visited . Discussion followed and it was determined that the employees do not have password protection and anyone could access their computers. Kathleen will call our computer company to get this put in place and the employees were told that they should only use their computer for work related activities.

Budget:

Drafts of the 2013-2014 budget were passed out and reviewed. Much discussion followed. As this is a work in progress and we do not have all the figures regarding the health insurance and insurance we will continue to work and make the suggested changes and we will review again at our next meeting.

Review bills for payment:

A list of all bills paid since the last meeting was handed out and reviewed. The board asked questions and they were answered.

Review past due accounts:

A report was handed out to all board members and Cathy Osten, First Selectman. The amount of accounts past due is \$59,952.13. \$4,977.47 of that amount is with our Attorney, \$9,654.71 of that amount currently has payment plans in place, \$2,682.66 of that amount the water has been shut off and \$7,217.78 of that amount letters have been sent out warning of foreclosure or termination of water.

Any other business to come before said meeting:

David Trainor told the board that he would like to speak to them regarding an employee matter. It was discussed and he said it could wait for a future meeting. Dennison will set something up.

Tom Hannon made a motion to adjourn the meeting. This motion was seconded by Todd LaPointe. The meeting was adjourned at 6:15 p.m.

