

# MEETING OF THE SPRAGUE WATER AND SEWER AUTHORITY

Date: May 15, 2013  
Time: 4:00 PM  
Place: Sprague Town Hall  
Present: Tom Hannon, Dennison Allen, David Trainor, Christine Kurtz from  
Wright Pierce, Todd LaPointe, Manny Meneses, Chris Dalardhas from  
Apollo Family Restaurant  
Absent: Todd Hastings

## **Call to Order:**

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

## **Minutes and Disbursements:**

Manny Meneses made a motion to approve the minutes of the regular meeting held on April 17, 2013 and the minutes from the Special Meeting held April 24, 2013. This motion was seconded by Todd LaPointe. A vote was called and the motion passed by all members voting in favor.

Manny Meneses made a motion to approve the disbursements for the month of April in the amount of \$20,543.35. This motion was seconded by Tom Hannon. 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.

-N.E.I. will be down two weeks from today to take care of the rehab work on the dam at the reservoir. Discussion followed.

-DOT bridge project schedule has been revised. They were scheduled to start in March of 2014 but have encountered some problems that will delay that start but they hope to start soon thereafter.

-I & I rehab work and the unknown conditions that have caused extra work due to unforeseen circumstances should be covered by the contingency monies built into the project bid price.

-Christine has the contracts for Pump Station #2 ready for First Selectman Cathy Osten's signature. They have been reviewed by Town Attorney Richard Cody and have been signed by John Braccio from Wright Pierce.

Christine told the board members that they will need to do a radio path study to determine the best way to put in the SCADA system at the sewer pump stations. Discussion followed.

### **First Selectman's Report:**

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The First Selectman was not present.

### **Report on Regional Sewer Contract talks:**

Dennison addressed the board members regarding the meetings that he has been attending on regionalization. He gave the board members an overview of what they discussed at the meetings. There currently are two towns that are in direct need of this and are ready to make a change in the way they are currently handling their water and sewer needs. The consensus of those in attendance at these meetings was to have the two towns that are ready to commit continue to work on this process and they can report back to the other towns. Discussion followed.

### **Chris Dalardhas from Apollo Family Restaurant:**

Mr. Chris Dalardhas from Apollo Family Restaurant arrived and wanted to address the board.

Todd LaPointe made a motion to add this item to the current agenda making this item 5A. This motion was seconded by Tom Hannon. All members voted in favor.

Mr. Dalardhas told the board members that he just purchased the old Fred's News building and he intends to put in a family restaurant in that space. He was wondering if would be required to connect to the public water system. He indicated that he has been in contact with the Public Health Department and they told him as long as he is on a private well he will have to submit to monthly testing on that well which he is fine with. Discussion followed. The board asked what the intended hours would be for that restaurant and he told them that he is currently looking at a six day week from 11:00 am to 10:00 pm. The board informed him that as long as his well tested out fine the Authority has no problem with him using his private well, however, if that well ever fails he will be required to connect to the public system and the board reviewed the cost to connect with him.

Dennison on behalf of the board members welcomed him to the town and wished him good luck in his new venture.

### **Status Report from Todd Hastings:**

Todd Hastings is on vacation but provided a written report which David Trainor read.

- Todd had received a call on a Sunday night at 6 p.m. that there was a clog at 97 River Street. He called David and put him on standby. Todd came out and lifted the manhole covers above and below his house and found that our lines were running freely which means that the clog was between the curb stop and his property which fall under his responsibility.
- A call was received at the office from Mattern Construction on Bushnell Hollow Rd that he noticed water emitting from the manhole cover located near the entrance to his building. Todd and Dave went to investigate and they found that there was a clog and they unclogged it. Problem fixed.
- Tying in the new water mains put in by VMS Construction have resulted in some people being without water for a short period of time. All in all it has been good. On Monday, May 6<sup>th</sup>, they had to shut down the school (St. Joseph's and AHF) at 2:45 p.m. to tie in one of the water mains due to inability to stop the water flow through the shutoff valve. Due to the timing they had to work late past 7:00 p.m.
- One customer was without water for two nights due to a problem. The first night Todd purchased ten gallons of water and brought it to him and we paid for a hotel room for the second night.
- The chemical root control company came out and did their part for the I & I project. Our part time seasonal worker Joe Lussier Sr. took them around and he stayed late to do this. He worked till 1 p.m. with no problem.

David informed the board members that Todd will be back on Friday, May 17, 2013. He also informed them that he had a problem with the chlorine analyzer at the Well House and that he used one from the Reservoir building. He has spoken to Todd and he will look at it upon his return. It may need to be replaced.

A discussion followed on hydrants.

### **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 we will continue to work and make the suggested changes and we will review again at our next meeting. At this point using the figures that we have it appears that there will be an increase in both the water and sewer rates the amount of that increase will be determined once we receive the final figures but it looks like an increase of \$1.00 per quarter on the fixed sewer and .08 cents per thousand gallons on the metered sewer and an increase of .21 cents per thousand gallons on metered water.

Christine asked if we budgeted for the \$41,084.00 water main portion of the I & I sewer system rehabilitation project that the DEEP loan will not cover. Kathleen told her that we

had put that in the budget. Christine also said that we should plan on putting some money in the budget to hire an intergrator for the SCADA system to oversee the system on an annual basis. Discussion followed.

Dennison informed everyone present that at our Special Meeting held on April 24, 2013 David Trainor had requested an increase of \$3.00 per hour and the board had agreed to look into it. With all the increases in the budget and rates the board cannot grant this request but they do approve a three percent increase for all employees.

**Review bills for payment:**

A list of all bills paid since the last meeting was handed out and reviewed. The board asked questions. The board asked for clarification as to why they were reviewing these bills and Kathleen told them that due to her being the only person handling the finance portion for the Authority the Auditor has written up the Authority for material weaknesses due to no segregation of duties. By the board reviewing all the bills paid it hopefully will help with these weaknesses.

**Review past due accounts:**

A report was handed out to all board members. The amount of accounts past due is \$42,803.14, \$5,042.21 of that amount is with our Attorney, \$7,101.41 of that amount currently has payment plans in place, \$2,721.55 of that amount the water has been shut off and \$1,633.06 of that amount certified letters from Attorney Richard Cody have been sent out. The cost of these letters is \$50.00 per letter from Attorney Cody. Kathleen indicated that she has received payment on one of these accounts already and thinks that the cost to send is justified by the results. \$894.43 of the past due amount is for accounts that have been warned of potential shut off if not paid by 5/31/2013. Versailles past due accounts total \$755.99. She indicated that thanks to Attorney Lloyd Langhammer and board member Manny Meneses that the past due amount for Versailles has significantly been reduced by receiving payments due to their efforts. Discussion followed.

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

Tom Hannon made a motion to adjourn the meeting. This motion was seconded by Manny Meneses. The meeting was adjourned at 5:29 p.m.