

Burrillville Sewer Commission  
Regular Meeting of 2/14/2012  
Board Room of the BWWTf

Members Present: Don Wolfe – Chairman  
William Andrews – Vice Chairman  
William Peterson – Commission Member  
Irene P. Smith – Commission Member  
Richard Nolan – Commission Member

Also Present: Walter Kane – Attorney for the Commission  
James Geremia – James J. Geremia & Assoc.  
John Martin III – Superintendent  
Donna Caccia – Cayer Caccia LLP  
Wallace Lees – Town Council Liaison to the Commission  
Peg Franklin – Office Manager  
Stacey Richard – Financial Aide

Mr. Wolfe opened the meeting at 9:00AM.

**Agenda Item** – The question of accepting the minutes of the Regular Meeting of December 13, 2011; and the question of dispensing with the reading of said minutes.

**Voted** – Mr. Peterson made a motion to accept the minutes of the Regular Meeting of December 13, 2011 and to dispense with the reading of said minutes. The motion was seconded by Ms. Smith.

**Public Comment:** None

**Exit Conference – Auditors for FY11** – Donna Caccia presented the exit audit for Fiscal Year 2011. Mr. Wolfe asked Mrs. Caccia if there were any comments on the new billing software. Mrs. Caccia stated there were no comments. Mr. Kane pointed out that the current fiscal year will be the first full year that the billing system will be used. Mr. Wolfe asked Mrs. Caccia to make a note to look at the new billing system during the next audit to make sure all information was transferred over correctly from the old billing system.

**Memo – From Stacey Richard, regarding Commission compensation FY11** – Mr. Andrews made a motion to authorize staff to pay the Commission last fiscal year's compensation along with this fiscal year's compensation. The motion was seconded by Ms. Smith.

## **Update of RIPDES Permit**

### **12-08-04 – Correspondence from RI DEM dated February 3, 2012 regarding BWWTF Draft Permit and Public Notice – RIPDES Permit No. RI10100455 Timeline on RIPDES permit**

There was much discussion on the RIPDES permit. Mr. Geremia stated that he will draft a letter for public notice and have Mr. Wolfe sign it. Mr. Geremia also gave the Commission a proposed project schedule. Mr. Wolfe stated that he would like to schedule a work shop in June to discuss the facilities plan and to put on the April or May agenda to do an outline of that workshop.

**Voted** – Mr. Peterson made a motion to authorize Mr. Wolfe to sign the letter being drafted by Mr. Geremia. The motion was seconded by Mr. Peterson.

## **Correspondence:**

### **Continued from December 13<sup>th</sup> meeting:**

**Continued – Mr. Sweeney (Mr. Doughboy Rest.) plans to be submitted by December 27, 2011** – Mrs. Franklin stated that plans were submitted and reviewed and sent back to Mr. Sweeney and there has been no response from him to date.

**Voted** – Mr. Andrews made a motion to continue this item until next month. The motion was seconded by Mr. Peterson.

### **12-07-14 – Correspondence from Synagro Northeast, LLC regarding contract price increase**

**Voted** – Mr. Andrews made a motion to receive and file. The motion was seconded by Mr. Peterson.

**12-08-01 – Correspondence from Ronald R. Coia, RI Laborers' District Council Business Manager, regarding Agreement between the Burrillville Sewer Commission and the Rhode Island Laborers' District Council on behalf of Local Union 1322** – Mr. Kane asked that an executive session be placed on next month's agenda.

**Voted** – Mr. Andrews made a motion to extend the union contract for 120 days while they negotiate. The motion was seconded by Mr. Nolan. Mr. Peterson made a motion to authorize Mr. Kane to speak with Mr. Wood regarding the Town's union contact. The motion was seconded by Ms. Smith.

### **12-08-02 – Correspondence from Brian Mandrik, Vision Government Solutions, dated January 19, 2012 regarding Utility Billing and Collection Software Agreement**

**Response letter from Peg Franklin dated January 30, 2012** – Mrs. Franklin stated that there were some issues with the reports, not being broken out by contracts for assessments on the new billing system. Mrs. Franklin also stated that Vision is going to provide the office staff with a spreadsheet of non-matching accounts with the Town. Mrs. Franklin stated that these issues should be fixed by March 1, 2012 and then if there are any other problems a letter would have to be sent to Vision within 30 days. If there are no issues payment will be due after the 30 days.

**Voted** – Mr. Andrews made a motion to receive and file. Mr. Peterson seconded the motion.

### **12-08-03 – Correspondence from SBA Communications Corporation regarding prepaid/partial lease buyout for Communication Tower**

**Voted** – Mr. Peterson made a motion to authorize Mr. Wolfe to discuss this matter with the Town Manager. The motion was seconded by Mr. Andrews.

**Engineer's Report:**

**Status Update of School St/Eagle Peak Stations** – Mr. Geremia reported that there were some random motor overload alarms at Eagle Peak and that Fall River Electric was out last week to look at the problem.

**Voted** – Mr. Peterson made a motion to accept the Engineer's report. The motion was seconded by Mr. Nolan.

**Attorney's Report:** None

**Voted** – Mr. Andrews made a motion to accept the Attorney's report. The motion was seconded by

**Superintendent's Report:**

Mr. Martin presented the Superintendent's reports for the months of December, 2011 and January, 2012

**SUPERINTENDENTS REPORT**

Month of December 2011

1. **OPERATIONS:**

A.	<u>Influent to Treatment Facility :</u>	M.G.	Date Occurred
	Average daily flow	1.1095	N/A
	Maximum daily flow	1.8960	08-DEC
	Minimum daily flow	0.8850	25-DEC
B.	<u>Biochemical Oxygen Demand :</u>	Percent removal	Average Concentration
	E.P.A./ D.E.M. requirement	> 85.0%	< 30.0 mg/l
	Facility achieved	98.4%	4.1
C.	<u>Total Suspended Solids :</u>		
	E.P.A./ D.E.M. requirement	> 85.0%	< 30.0 mg/l
	Facility achieved	97.6%	9.8
D.	<u>Total Phosphorus :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
	Facility achieved	95.9%	0.27
E.	<u>Total Ammonia :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 31.5 mg/l
	Facility achieved	80.1%	3.2
F.	<u>Disposed Sludge :</u>		
	Dry Tons disposed of	27.22	
	Number of loads removed	40	
	Average dry tons/load	0.68	

## 2. COLLECTION SYSTEM OPERATIONS:

There were two call-in's during the month both at the Eagle Peak Road pump station. All alarms were reset and station returned to normal operation.

### **SUPERINTENDENTS REPORT**

Month of January 2012

## 2. OPERATIONS:

A.	<u>Influent to Treatment Facility :</u>	<u>M.G.</u>	<u>Date Occurred</u>
	Average daily flow	0.8964	N/A
	Maximum daily flow	0.9820	27-Jan
	Minimum daily flow	0.8040	22-Jan
B.	<u>Biochemical Oxygen Demand :</u>	<u>Percent removal</u>	<u>Average Concentration</u>
	E.P.A./ D.E.M. requirement	> 85.0%	< 30.0 mg/l
	Facility achieved	98.3%	4.8
C.	<u>Total Suspended Solids :</u>		
	E.P.A./ D.E.M. requirement	> 85.0%	< 30.0 mg/l
	Facility achieved	98.3%	6.8
D.	<u>Total Phosphorus :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
	Facility achieved	95.4%	0.27
E.	<u>Total Ammonia :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 31.5 mg/l
	Facility achieved	68.9%	8.2
F.	<u>Disposed Sludge :</u>		
	Dry Tons disposed of	30.23	
	Number of loads removed	42	
	Average dry tons/load	0.72	

## 2. COLLECTION SYSTEM OPERATIONS:

There were three call-ins for the month. Two alarms at the Eagle Peak station and one at the Mohegan station. All alarms were reset and stations returned to normal operation.

**Voted** –Mr. Andrews made a motion to accept the Superintendent's report. The motion was seconded by Mr. Peterson.

**Sewer Use/Sewer Assessment Write-Offs – None**

Being no further business to come before the Commission, Ms. Smith made a motion to adjourn. The motion was seconded by Mr. Andrews.

Respectfully Submitted,

Stacey Richard  
Financial Aide