

Burrillville Sewer Commission
Regular Meeting of June 11, 2013
Board Room of the BWWTF

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

Also Present: Timothy Kane – Attorney for the Commission
James J. Geremia – Engineer for the Commission
John Martin III – Superintendent
Wallace Lees – Town Council Liaison to the Commission
Peg Franklin – Office Manager

Mr. Wolfe opened the meeting at 9:03 AM.

Agenda Item – The question of accepting the minutes of the Regular Meeting of May 14, 2013, the Public Hearing of May 14, 2013 and the Public Hearing of May 21, 2013; and the question of dispensing with the reading of said minutes.

Voted – Mr. Andrews made a motion to accept the minutes of the Regular Meeting of May 14, 2013, the Public Hearing of May 14, 2013, and the Public Hearing of May 21, 2013 and to dispense with the reading of said minutes. The motion was seconded by Mr. Peterson. All in favor, so voted.

Public Comment: None

Correspondence:

Letter from Walter E. Daniels, 345 Joslin Road, Glendale regarding the connection of his home to the sanitary sewer system

Voted – Mr. Andrews made a motion to not suspend the sewer assessment for Mr. Daniels property and that the attorney file a notice with the deed that when the property is sold the property must be connected to the sanitary sewer system. The motion was seconded by Mr. Peterson. All in favor, so voted.

Letter from Richard Dionne regarding health insurance

Voted – Mr. Andrews made a motion to pay Mr. Dionne the \$80.00 that was taken out of his pay for the health insurance co-pay. The motion was seconded by Ms. Smith. All in favor, so voted.

Adoption and implementation of the Operations and Maintenance Budget for FY 2014

Voted – Mr. Andrews made a motion to adopt the FY 13/14 Operations and Maintenance Budget in the amount of \$1,894,306.00. The motion was seconded by Mr. Peterson. All in favor, so voted.

Adoption of Exhibit A (Fee Schedule) of the Rules & Regulations – There was some discussion on when the rates will be implemented for total Nitrogen, Phosphorus and Industrial Administration Fee.

Voted – Mr. Peterson made a motion to adopt Exhibit A, as amended, of the Burrillville Sewer Commission Rules and Regulations as presented for the FY 13/14 budget. The motion was seconded by Mr. Nolan. All in favor, so voted.

Recommendation by Superintendent, John Martin, for Award of the Process Chemical Bids

Voted – Mr. Peterson made a motion to accept the chemical bids as recommended by the Superintendent. The motion was seconded by Mr. Nolan.

Memo from John Martin III, Superintendent, regarding Surcharge rate review and minimum sampling requirement recommendation – no action

Memo from Peg Franklin, Office Manager, regarding Vision billing system – Mrs. Franklin updated the Commission on the sewer assessments in the Vision billing system. Mr. Wolfe stated that his biggest concern was that the number the numbers remained unchanged during the year and based on Mrs. Franklin's report the amount of the difference between the two system did remain the same. Mr. Wolfe stated that this leads him to believe that the error occurred during the conversion. Mr. Andrews suggested that the office staff contact the auditors regarding the remaining small balance between the two systems and ask them how to make the adjustment in Munis.

Voted – Mr. Peterson made a motion to receive and file. The motion was seconded by Mr. Andrews. All in favor, so voted.

Engineer's Report:

Facility Plan Status Update – Mr. Geremia asked that a public meeting be set up in July or August to discuss the service area and projected flows. Mr. Geremia reported that he is in the process of soliciting analytical bids and will bring them before the Commission once he receives them.

Update on Daniele, Inc. – Mr. Geremia reported that at the end of May he received the 80% submittal from Daniele and that plans were missing. Mr. Geremia stated that he contacted Mr. St. Pierre to have him resubmit all of the plans so he can review them. Mr. Martin suggested that the Commission send a letter to Daniele indicating that the thirty (30) day review schedule will begin when the full plans are submitted.

Voted – Mr. Peterson made a motion to accept the Engineer's report. The motion was seconded by Mr. Andrews. All in favor, so voted.

Attorney's Report:

Synagro Correspondence – Mr. Kane stated that he does not see any issues with the correspondence from Synagro.

Voted – Mr. Andrews made a motion to accept the Attorney's report. The motion was seconded by Ms. Smith. All in favor, so voted.

Superintendent's Report:

Mr. Martin presented the Superintendent's report for the month of May, 2013

SUPERINTENDENTS REPORT

Month of May 2013

1. OPERATIONS:

A.	<u>Influent to Treatment Facility :</u>	M.G.	Date Occurred
	Average daily flow	0.7671	N/A
	Maximum daily flow	0.8130	09-May
	Minimum daily flow	0.7200	18-May
B.	<u>Biochemical Oxygen Demand :</u>	Percent removal	Average Concentration
	E.P.A./ D.E.M. requirement	> 85.0%	< 10.0 mg/l
	Facility achieved	98.3%	4.1
C.	<u>Total Suspended Solids :</u>		
	E.P.A./ D.E.M. requirement	> 85.0%	< 15.0 mg/l
	Facility achieved	98.3%	5.5
D.	<u>Total Phosphorus :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 1.00 mg/l
	Facility achieved	91.5%	0.54
E.	<u>Total Ammonia :</u>		
	E.P.A./ D.E.M. requirement	N/A	< 8.9 mg/l
	Facility achieved	94.7%	1.5
F.	<u>Disposed Sludge :</u>		
	Dry Tons disposed of	38.78	
	Number of loads removed	27	
	Average dry tons/load	1.44	

2. COLLECTION SYSTEM OPERATIONS:

There were two call-ins during the month. One at the Mapleville MHP and one at Beach Road. 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. All in favor, so voted.

Sewer Use/Sewer Assessment Write-Offs - none

Being no further business to come before the Commission, Mr. Peterson made a motion to adjourn. The motion was seconded by Mr. Nolan. All in favor, so voted.

Respectfully Submitted,

Stacey Richard
Financial Aide