

Gary C. Jarvis  
Chairman



Frank J. Picozzi  
Mayor

BettyAnne Rogers  
Executive Director

**Warwick Sewer Authority**  
125 Arthur W. Devine Boulevard  
Warwick, RI 02886  
Voice: (401) 739-4949 • Fax: (401) 739-1414

**BOARD MEETING AGENDA AMENDED**  
**Thursday, September 21, 2023, 5:00 P.M.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Tour of WSA Plant – approximately 30 minutes**

**IV. Approval of Minutes**

- a. Approval of minutes from the Board Meeting held August 24, 2023.  
ACTION:

**V. Sewer Use Abatement – 62 North Country Club Drive**  
DISCUSSION/ACTION TO BE TAKEN:

**VI. Finance Sub-Committee Report**  
DISCUSSION/NO ACTION TO BE TAKEN:

**VII. Industrial Pretreatment Program (IPP) Division**

- a. Monthly Activity Report:  
• Report Activity  
DISCUSSION/NO ACTION TO BE TAKEN:

**VIII. Collection Systems**

- a. Collections Department Monthly Report: Monthly Activities Update  
DISCUSSION/NO ACTION TO BE TAKEN:
- b. Collections Department Monthly Report: Construction Report Updates & Schedules
1. Projects In-Design:
    - Oakland Beach Force Main Rehabilitation
    - Northwest Gorton Pond Sewer Construction Project
    - Oakland Beach Pump StationDISCUSSION/NO ACTION TO BE TAKEN:
  2. Construction Projects
    - Bayside- Contract 86B
    - Cedar Swamp Force Main- Contract 94
    - Storage Building- Contract 104DISCUSSION/NO ACTION TO BE TAKEN:

**Posted 9/15/2023**

- c. Contract 103 Balancing Change Order – Closeout Reconciliation  
DISCUSSION/ACTION TO BE TAKEN:
- d. Purchase Authorization Memo-Bid 2021-358 On-Call Pumping Services Extension  
DISCUSSION/ACTION TO BE TAKEN:
- e. Bid Award Authorization Memo - Recommendation: Additional 150 Units of Bid 2024-43  
Manhole Frames and Covers  
DISCUSSION/ACTION TO BE TAKEN:
- f. Contract 86B: Bayside Sewer Project-Narragansett Indian Tribe Historic Preservation  
Office (NITHPO) Preservation and Avoidance Monitoring Services  
DISCUSSION/ACTION TO BE TAKEN:
- g. Narragansett Indian Tribe Historic Preservation Office (NITHPO) – Preservation and  
Avoidance Monitoring Proposal for Contract 86B Bayside- Held from 8/24/23 board  
meeting  
DISCUSSION/ACTION TO BE TAKEN:
- h. Request from August 24, 2023 Board Meeting– Possibility of hiring an outside vendor to  
camera the lines while the Warwick Sewer Authority is understaffed.  
DISCUSSION/NO ACTION TO BE TAKEN:

#### **IX. Operation and Maintenance Division**

- a. Superintendent’s Monthly Facility Performance Update Report:
  - Reviewing average flow & chemical composition of discharge.
  - Bioxide update
  - Status of solids & proposed modifications to solids handling
  - Alternative Methods of Sludge Removal
  - SCADA System Update
  - Plant Projects UpdateDISCUSSION/NO ACTION TO BE TAKEN:
- b. Request from August 24, 2023 Board – Review of the Warranty for the Milton Roy  
Chemical Metering Pumps. Extended warranty not available.  
DISCUSSION/NO ACTION TO BE TAKEN:
- c. Bid Authorization Memo – Gas Mastrrr Induction Mixer for Bisulfite  
DISCUSSION/ACTION TO BE TAKEN:
- d. On-Call Engineering Services-Qualifications Submittals Review Ongoing  
DISCUSSION/ACTION TO BE TAKEN:
- e. BAM 2023 Bobcat Gas Utility Vehicle  
DISCUSSION/ACTION TO BE TAKEN:

#### **X. Billing Services Division**

- a. Monthly Activity Report:
  - Review of Current & Upcoming Billing Activity.
  - Review of Numbers & Total Permit Fees.
  - Closing Requests & Mandatory Connection Letters.

- Approved Administrative Abatements
- Safety Valve Monthly Activity

DISCUSSION/NO ACTION TO BE TAKEN:

- b. **Sewer** Assessment for Tax Title Properties  
DISCUSSION/NO ACTION TO BE TAKEN:

- c. Sewer Access Charges for Change of Use  
DISCUSSION/NO ACTION TO BE TAKEN:

#### **XI. Administrative Items**

- a. FY23 Financial Reports

- Requests from the August 24, 2023 Board Meeting
  - The Capital Account/Meters reflected 1057.20%. The budget of \$2,500.00 validated that percentage.
  - Number of West Warwick Connections is 551.

DISCUSSION/NO ACTION TO BE TAKEN:

- b. FY24 Monthly Financial Reports

- Budget Reports – as of June 30, 2023 and August 31, 2023
- Operating Capital 80-799
- Renewal and Replacement 495-0400
- Bond Report & Future Bonding

DISCUSSION/NO ACTION TO BE TAKEN:

- c. Hilltop Securities Asset Management Invoice for Yearly Arbitrage Calculations  
DISCUSSION/ACTION TO BE TAKEN:

- d. Notice of Violation from RIDEM/Cedar Swamp Force Main-Consent Agreement Approval of Draft  
DISCUSSION/ACTION TO BE TAKEN:

- e. Current Staffing and Vacancies- Update on open positions  
DISCUSSION/NO ACTION TO BE TAKEN:

- f. Administrative schedule

- If needed discussion of schedule for future Board meetings.

DISCUSSION/ACTION TO BE TAKEN:

#### **XII. Consent Agenda – Correspondence**

- a. WSA Financial Report for August 2023  
REVIEW ONLY/NO ACTION TO BE TAKEN:

- b. Notice of Violations- August 2023  
REVIEW ONLY/NO ACTION TO BE TAKEN:

#### **XIII. New Business**

Introduction of new business to be docketed for an upcoming meeting or to be referred to the executive director or legal counsel for comment.

DISCUSSION/ACTION TO BE TAKEN:

**XIV. Old Business**

- a. Rebranding of Warwick Sewer Authority  
DISCUSSION/ACTION TO BE TAKEN:

**XV. Public Comment Period**

**XVI. Adjournment**

This meeting is scheduled for 09/21/2023 at 05:00 PM.  
This notice was electronically filed on the Secretary of State Open Meetings Website on:  
09/15/2023 03:49 PM.

This meeting site is handicapped accessible. Individuals requesting interpreter services for the hearing impaired must notify the WSA at (401) 468-4700 at least 48 hours in advance of the meeting.