

**Minutes of the Board of Water Commissioners  
Regular Meeting  
January 15, 2014**

**Time:** 5:30 p.m.  
**Location:** DPS Facility – 16A Perry Way

**Present:**

Board: Commissioners Larry Kelley, Erford Fowler, Roger Jones, John Tomasz  
Staff: Tony Furnari, DPS Director; Dan Lynch, Distribution Manager; Paul Colby, Superintendent Water Operations; Kathe Talkington, Administrative Office Manager  
Guest: Pieter Hartford, OPM

**1. Customer Issues**

Kathe Talkington noted that as of January 1, 2014 delinquent accounts are charged 14% interest per annum.

**2. Old Business**

Water Treatment Plant Project

Pieter Hartford noted the following:

- working on approving substantial completion for Phase 3
- holding back money for final paving
- section of paving within plant perimeter not acceptable (i.e. seams)

Mr. Hartford noted the following items related to budget:

- identifying final costs and credits – potential change order
- AECOM expects to complete work within budget
- received \$4000 rebate from National Grid for energy efficient boilers

Mr. Hartford noted he has spoke with DEP regarding the additional \$1.4M for Upper Artichoke work. A letter from Mayor Holaday to DEP will be issued.

Mr. Hartford noted that City Council has requested an update on the Water Treatment Plant and Waste Water Treatment Facility projects. Mayor Holaday will tour both facilities on January 21, 2014. Commissioners are invited to attend.

Paul Colby noted that the sludge collected outside froze, but used heat blankets and portable heaters to correct the problem. Mr. Colby added that the whole project went well.

**Construction Report**

Mr. Lynch noted the following:

- staff repairing breaks and freeze ups
- many calls for frozen meters and service pipes on Plum Island
- non-draining hydrants on Plum Island froze up

- replaced approximately 8 hydrants with new parts
- thawing and flushing remainder of hydrants
- no problem with draining hydrants
- staff will check on status of PI hydrants on monthly basis
- repairs multiple breaks: Traffic Circle, Pheasant Run, 35 High Rd, 35 Fordham Way
- met with Newbury residents concerning road washing away (Southern Blvd, Fordham, Annapolis Way)

Mr. Colby asked if Mr. Lynch had spoken with DEP on plan to shut down streets on PI. Mr. Lynch noted that the line can be isolated on Annapolis and Fordham. He added a breach could cause shut-off of whole side of island. Mr. Furnari noted that Eric Wertle from CDM was at the last meeting and that sewer is more of a problem.

Mr. Lynch noted that Highland Ave work is almost completed with four properties left to transfer to the new line. The work will be completed in the spring.

Mr. Furnari noted that a Murphy Ave resident had contacted members of City Council and himself concerning issues with the water during construction at the new Bresnahan School. The Water Division responded to her concerns, tested the water at her home and the water is fine.

### **Operations**

Mr. Colby noted that the Board had approved AECOM's Amendment 2 relating to the Upper Artichoke Reservoir Dam and Gatehouse at the December 23 2014 meeting and distributed the Amendment for Board signature.

Mr. Colby noted the following:

- borings show area ok with ledge
- design/permitting scheduled for late spring
- work to start late summer/fall
- approximately 3 months needed for work

Mr. Colby added the \$1.4M funding includes reservoir study for water quality, review of old study; sampling, bathometric study, and review of what can be done to rehab reservoir. Mr. Colby asked the Board to review the scope of work for discussion at the next meeting.

Commissioner Kelley noted that a West Newbury Water Protection Bylaw should be the first step. Mr. Colby noted that West Newbury will be informed of the results from the study. He added that every year there is more vegetation, phosphate and nitrates, algae blooms and the reservoir gets swallower.

Mr. Colby informed the Board that he has submitted his retirement letter effective September 2014.

### **Financials**

Mr. Furnari noted that the FY14 financials are on track and work has started on preparing the FY15 budget.

### **New Business**

Kathe Talkington asked the Board to approve the policies that were included with the meeting documents.

Commissioner Fowler made a motion, seconded by Commissioner Tomas to approve the Seasonal Water On/Off Policy as presented.

Vote: 4 yes

Commissioner Fowler made a motion, seconded by Commissioner Tomas to approve the Collection Agreement with as edited: *Once approved by Water Commission the Collection Agreement can not exceed one year. Payment must be made in monthly installments and will not incur interest charges for a period of up to one year.*

Vote: 4 yes

Commissioner Jones made a motion, seconded by Commissioner Fowler to the Policy on Second Meters.

Vote: 4 yes

### **Tabled Items**

#### Policies & Procedures

Kathe Talkington distributed that proposed Policies & Procedures and asked the Board to forward comments, edits or changes to her attention. The final version will be voted on at the March 2014 meeting.

### **Director's Report**

Mr. Furnari noted that he has been meeting with John-Eric White, Jamie Tuccolo and Dan Lynch on the Plum Island issues.

Mr. Furnari noted that the plans for the new DPS Administrative building are 75% complete and that Andrew Lafferty will present the plans at the next meeting. In addition to the FY15 budget, staff are working on updating the 5-year capital plan.

### **Minutes**

Commissioner Fowler made a motion, seconded by Commissioner Jones to approve the December 23 2013 minutes

Vote: 3 yes; Commissioner Tomasz - present

### **Bills Payable**

Commissioner Jones made a motion seconded by Commissioner Fowler to accept the November 20, December 15, December 20 and January 1 bills payable as presented.

Vote: 4 yes

### **Commissioners' Comments**

Commissioner Fowler asked for an update on the savings on electricity due to the solar credits.  
Next meetings:

Wednesday January 15, 2014 @ 5:30 pm – 16A Perry Way

Wednesday February 19, 2014 @ 5:30 pm – 16A Perry Way

Meeting adjourned at 6:40 p.m.

Submitted by: