

**Minutes of the Board of Water/Sewer Commissioners**  
**July 23, 2014**  
**4:30 p.m.**

**Time:** 4:30 p.m.  
**Location:** Wastewater Treatment Facility  
115 Water Street

**Present:**

**Commissioners:** Chairman David Hanlon; Commissioners Robert Cook, David Hanlon, John Tomasz

**Staff:** Tony Furnari, DPS Director; Joe Dugan, Chief Operator, Paul Colby, Superintendent Water Operations, Dan Lynch, Distribution Manager, Jamie Tuccolo, Collection System Superintendent; Lisa Valcich, Business Manager, Kathe Talkington, Administrative Office Manager; Nick Pepe, Assistant Engineer

**Guest:** Pieter Hartford, OPM, Kent Nichols, Weston & Sampson

**Customers:** David MacFarland

**1. Appointments/Customer Issues**

David McFarland questioned the addition of fluoride to the drinking water. Paul Colby noted the following:

- sodium fluoride added to water
- most manufactured in China
- 98% pure
- all licensed operators at Water Treatment Plant
- analyzed 3 times per day @ plant
- analyzed once per month at private lab for comparison
- added to water since 1969
- appropriately \$10K per year to purchase and maintain

Mr. McFarland thanked the Board and Mr. Colby for the information.

**2. Approval of Minutes/Bills/Transfers**

June 4, 2014 Minutes

Commissioner Cook noted the following edits:

Page 3, section 3: indicate minutes as **Water** or **Sewer**

Page 4, Project Budget Status – edit 2<sup>nd</sup> paragraph to read:

Pending the final change order, the **project** remains under budget.

Page 7, section 12, 3<sup>rd</sup> paragraph:

Correct July 1, 2015 to **July 1, 2014**

Commissioner Cook made a motion, seconded by Commissioner Tomasz to approve the June 4, 2014 minutes as edited. Vote: 3 yes

## June 17, 2014 Minutes

Commissioner Cook noted the following edit:

Page2,

Commissioner Cook made a motion, seconded by Commissioner Tomasz to approve the June 17, 2014 minutes as presented. Vote: 2 yes 1 present

### **4. Water Treatment Plant Report**

Paul Colby distributed for signature the T.Ford contract for Upper Artichoke Dam Improvements Construction Agreement between City of Newburyport and T.Ford Company.

Mr. Colby noted that work on the Upper Artichoke Dam is scheduled to start August 4, 2014 and should take approximately 5 months. Pieter Hartford will be the City's resident engineer. Mr. Colby added that on July 24, 2014 at 4:00 p.m. several City Councillors are scheduled to tour the Water Treatment Plant.

Mr. Colby noted the following:

- Kinsmen was on-site working on issues with floc shaft on tank #2
- repairs seem to be working
- minor items such as paving and adding filter media remain

Commissioner Cook asked if there are any long-term plans for dredging the Upper Artichoke. Mr. Colby replied that \$100K had been in the capital budget, but funds are being used for the current projects. He added to dredge the reservoir would cost 10's of millions. Mr. Colby added it would be costly to dispose of the dredged matter as it would contain arsenic. It may be more effective to pipe the water from Artichoke to Indian Hill reservoir which has more storage area.

### **5. Water Construction Report**

Dan Lynch noted the following:

- working on utilities issues for 190 State Street Project (traffic circle area)
- working on utilities issues for MBTA property – potential 300 units
- preparing costs for estimates for new main and service connection fees

Mr. Lynch distributed and reviewed a contract between the City and MPH Environmental, Inc. for Design of Replacement Water Mains along Water Street from Lime Street to Market Square, Water Street from Bromfield Street to Marlboro Street and State Street from Market Square to High Street. The cost for the contract is \$36,000.00

Mr. Furnari added that the Water Division needs to clarify what utility infrastructures are beneath these streets. Mr. Lynch noted that some mains go back to 1890s. Mr. Hartford noted that the contract includes a base survey and review of existing records.

Commissioner Cook asked what the selection process was. Commissioner Tomasz added that negotiating cost for design is allowed.

Commissioner Tomasz made a motion, seconded by Commissioner Cook to approve a contract between the City and MPH Environmental, Inc. for Design of Replacement Water Mains along Water Street from Lime Street to Market Square, Water Street from Bromfield Street to

Marlboro Street and State Street from Market Square to High Street for \$36,000.00. Vote:  
3 yes

Commissioner Tomasz made a motion, seconded by Commissioner Cook to accept the Water Treatment Plant Report and Water Construction Report as a consent motion. Vote: 3 yes  
Vote: 5 yes

### **3B WPCF Report/Update**

Pieter Hartford distributed and reviewed the summary of project costs for the wastewater project. Mr. Hartford noted there were no changes for Contract 1. Contract 2 was completed in July 2014. He added staff are working with Essex County Sheriff's department on ground clearing.

Mr. Hartford noted he had received from the Mayor a proposal from GEI for environmental consulting services associated with 115 Water. He added that the Mayor realized she had jumped ahead on the project. Chairman Hanlon asked what was the funding source for the work. Mr. Hartford replied that the funds would come from the project and be refunded when the property is sold.

Mr. Hartford noted that Weston and Sampson is at the contract limit and is requesting an estimated \$40,000 to complete their work. In addition, the cost for the fence is unknown. Lisa Valcich noted that the Sewer Division capital budget includes \$200,000 for fencing.

Chairman Hanlon requested that the cost for the fence, Weston and Sampson's request for additional funding, and the proposal for work at 115 Water Street be prepared for next meeting.

John Tomasz made a motion, seconded by Commissioner Cook to accept GEI's proposal for environmental consulting services at 115 Water Street in the amount of \$23,000. Vote: 3 yes

Mr. Tomasz noted that Weston and Sampson's request for additional funding went from \$25,000 to \$40,000 and asked if the costs have been reviewed. Mr. Furnari replied yes. Chairman Hanlon asked if there were any other potential costs from Weston and Sampson. Kent Nichols replied there are about six items such as Contract 2 record drawings, LEED support, O&M manual; however, the cost should remain at \$40,000. Pieter Hartford note that staff will fabricate the influent gate.

Chairman Hanlon noted that Weston and Sampson need to submit their final cost for the August meeting, all costs associated with the project should be kept together, and costs using 115 Water St as a bank need to be tracked.

### **3A Water Treatment Report/Update**

Mr. Hartford noted that MWPAT approved increasing SRF Loan. He added that \$400,000 was transferred from retained earnings for Upper Artichoke Dam Project. The total cost for the project including funding for the Upper Artichoke Dam Project is \$17,405,794 which is under budget.

Commissioner Tomasz made a motion, seconded by Commissioner Cook to accept the Water Treatment and WPCF reports and updates as presented. Vote 3 yes

#### **6. Sewer Superintendent's Report**

Jamie Tuccolo noted that the Graf Road lift station is at capacity and that the Lift Station Evaluation report is almost completed and will be brought to the August meeting.

Mr. Tuccolo noted that a policy on the City replacing grinder pumps needs to be developed. Currently the City supplies residents replacement grinder pumps when there is a failure. Mr. Tuccolo noted the property owner is responsible from the house to the main throughout the City and the policy should be the same for owners with grinder pumps.

Commissioner Cook made a motion that any work on Plum Island with pressure service that repairs are the responsibility of the home owner. With no second the motion failed.

The Commission requested Mr. Tuccolo prepare a draft policy for the August meeting.

Commissioner Cook made a motion, seconded by Commissioner Tomasz to accept the Sewer Superintendent's Report as presented.

Vote: 3 yes

#### **7. Sewer Pretreatment Report**

Commissioner Cook made a motion, seconded by Commissioner Tomasz to accept the Sewer Pretreatment Report as presented.

Vote: 3 yes

#### **8. Sewer Chief Operator's Report**

Joe Dugan noted there were no odor complaints in June, few in July but most associated with farms. Commissioner Cook requested monthly average flow be included in future reports.

Chairman Hanlon requested a letter from the Commission to Sheriff's department be available for signature at the August meeting.

Commissioner Tomasz made a motion, seconded by Commissioner Cook to accept the Sewer Chief Operator's Report as presented.

Vote: 3 yes

#### **9. Director's Report**

Anthony Furnari noted the following:

- many interviews taking place to fill vacant positions
- advertised Paul Colby and Andrew Lafferty's position
- Mr. Colby retiring September 2014
- Mr. Lafferty has accepted position with Lynnfield and last day at work is August 22

Commissioner Tomasz made a motion, seconded by Commissioner Cook to accept the Director's Report as presented.

Vote: 3 yes

## **10. City Engineer's Report**

Nick Pepe presented the following:

- West End Easements ongoing – site walked with ConCom
- Paperwork for AG's claim against JM Pipe
- continue working with Mayor and staff on Plum Island issues
- monitoring intern's work on catch basins
- 

Commissioner Cook made a motion, seconded by Commissioner Tomasz to accept the City Engineer's Report as presented.

Vote: 3 yes

## **11. Business Manager's Report**

Lisa Valcich noted the following:

- Water FY14 revenue \$4.5M with expenses of \$4.3M
- Sewer FY14 revenue \$5.4M with expenses of \$5.4M
- working with BillTrust regarding ongoing issues with billing

Commissioner Cook made a motion, seconded by Commissioner Tomasz to accept the Business Manager's Report as presented.

Vote: 3 yes

## **12. Old/New Business**

No items to discuss

## **2. Approval of Minutes/Bills/Transfers (continued)**

### Bills Payable:

Commissioner Tomasz made a motion, seconded by Commissioner Cook to accept the June 15 and June 30 2014 Water bills payable as presented. Vote: 3 yes

Commissioner Tomasz made a motion, seconded by Commissioner Cook to accept the June 15 and June 30 2014 Sewer bills payable with exceptions. Vote: 3 yes

Next Meeting:

August 27, 2014 @ 4:30 p.m. – 115 Water Street

Submitted by:

Kathe Talkington