

**Minutes of the Board of Water Commissioners
Regular Meeting
May 22, 2013 Minutes**

Time: 5:30 p.m.

Location: DPS Facility, 16A Perry Way

Present:

Board: Commissioner Larry Kelley; Commissioners Erford Fowler, Roger Jones

Staff: Anthony Furnari, DPS Director; Paul Colby, Superintendent Operations; Dan Lynch, Distribution Manager; Ethan Manning, Business Manager; Kathe Talkington, Administrative Office Manager

Guest: Pieter Hartford, OPM, Elaine Byrne, Lisa Summerville

Commissioner Kelley called the meeting to order.

Customer Issues

146 Northern Blvd

Elaine Byrne reviewed her request for additional abatement on her January 15, 2013 water/sewer bill. Ms. Byrne noted that she received a phone call informing her that the January bill was very high. She added that a technician went to her home, didn't notice any leaks and had the meter tested. Ms. Byrne added that the usage is back to normal on the April 15, 2013 bill.

Commissioner Kelley noted that the policy is to bill usage based on the meter reading. He added that the meter was tested and reading accurately. Commissioner Kelley noted that the abatement request had been reviewed by Commissioner Tomasz and abatement was approved per policy.

Ms. Byrne noted that the bill can't be correct and she won't pay the balance. Commissioner Kelley noted that the matter will be discussed with Commissioner Tomasz.

143 Old Point Rd

Lisa Summerville reviewed her request for abatement on several outstanding water/sewer bills. Ms. Summerville noted that she has been unemployed for some time and unable to pay her water/sewer bills and was unaware that late fees were added to past due balances. Ms. Summerville added that other utilities do not charge her late fees and that she does much volunteer work for the City. Ms. Summerville noted that if the late fees are waived, the remaining water/sewer balance will be paid in full.

Kathe Talkington noted that a lien was placed on the property in December 2012 and that the current balances have generated \$120.00 in late fees.

Commissioner Kelley made a motion, seconded by Commissioner Jones that \$120.00 in late fees would be waived if the balance of \$540.35 is paid within seven days.

Vote: 3 yes

Ms. Summerville thanked the Board and indicated the balance would be paid.

Old Business

Water Treatment Plant Project

Pieter Hartford presented the Water Treatment Plant Project update.

Mr. Hartford noted that the ribbon cutting is scheduled for June 21, 2013 and that Mayor Holaday, State officials, DEP representatives and Commissioner Kelley will speak at the dedication. Mr. Hartford added that a press release will be issued and notice placed on the City's website.

Commissioner Fowler asked that Mr. Lawler's classmates be invited. Mr. Furnari will contact Bryon Matthews for that list of names and addresses.

Mr. Hartford reviewed the project budget and noted that the summary of ineligible costs increased due to work done by distribution crew. Dan Lynch added that the paving costs were about \$8000.00. Commissioner Kelley asked if the binder would be suitable with the anticipated use during the Whittier Bridge construction. Mr. Lynch replied that that the paving was just for the trench and was fully compacted. Mr. Furnari added that Walsh Construction will reclaim and pave the road when the Whittier Bridge project is completed.

Mr. Hartford noted that there is approximately six to eight weeks of work left on the building. He added that he has received a letter informing him of a subcontractor not paying Union dues or supplies. The general contractor has terminated the contract with that subcontractor and the subcontractor's attorney has contracted the City. Kopelman and Paige is reviewing the matter.

Mr. Hartford continued reviewing the budget and noted that the final costs for Contract 1 and 2 are listed. He added that Contract 3 has a projected completion date of October 2013.

Construction Report

Dan Lynch presented the construction report:

- Completed Phase 1 of work at WTP
- Final connection at hydrant in approximately two weeks; then old line will be shut down
- Working on many issues with Plum Island, i.e., rebuilding requests, lawsuit
- Hydrant flushing completed
- Working on issues with Newbury concerning buildable and non-buildable lots
- Reviewing plans for various projects

Mr. Lynch noted that he has only Pioneer Park has sent feedback concerning water conservation. Mr. Furnari and Mr. Lynch will meet with Lise Reid to discuss the matter.

Mr. Lynch noted that the Audubon Society at 3 Plum Island Turnpike is using rainwater and ground water for flushing. Mr. Lynch recommends installing a meter to measure rainwater and ground water use so that the sewer usage can be billed.

Mr. Lynch noted that one property on Plum Island has been reconnected. He added that a meter pit is on order.

Operations Report

Mr. Colby noted the following:

- wells are still low; upper dam is filled with lower dam down 10-inches
- AECOM's report on the reservoirs will completed soon

- intact pipe has refilled from last Fall

Whittier Bridge

Mr. Colby noted that Andy Port has prepared a motion for the Board to consider and approve the following motion:

At the May 22, 2013 Board of Water Commissioner Meeting, Commissioner _____ made the following motion, seconded by Commissioner _____.

That the Board of Water Commissioners of the City of Newburyport approve and authorize the grant of a License to Walsh Construction for use of a portion of Water Department land on the bank of the Merrimac River and adjacent to Spring Lane as a temporary access and staging area for work involved in the Whittier Bridge Replacement Project. Further, that the Mayor of the City of Newburyport is hereby authorized to act on behalf of the Water Commission and enter into any and all agreements, licenses, rights of access or other instruments or actions necessary to permit this temporary use and ensure the successful completion of site restoration upon completion of the project, provided that any such agreement or license requires the installation of seismic monitoring devices as required by the City, that disturbed areas are replanted and restored to their original condition upon completion of the project, and that Spring Lane is given a final paving upon completion of the project.

Mr. Furnari noted that a site walk was completed and included in the items offered for the use of the staging area are:

- complete repaving of Spring Lane, Pinehill Road, Curzon Mill Road
- possible installing of sidewalk on Pinehill Road
- installation of seismic meters at locations to be determined by DPS

Mr. Colby added that the outflow pipe from Bartlett Spring Pond will be under the pier. Mr. Furnari added that Mr. Port will attend the Water/Sewer meeting to answer any questions the Board may have.

Financial

Interest on past-due accounts

Mr. Manning noted that an ordinance to approve charging interest on past due accounts has been submitted to City Council.

FY13 Budget

The FY13 Budget is on track for expenses and revenue.

FY14 Budget

Budget and Finance meeting is scheduled for June 5, 2013.

New Business

Nothing to report

Key Topics

Nothing to report

Director's Report

Accepted as presented. Mr. Furnari noted that Kopelman and Paige are reviewing the Plum Island IMA.

Tabled Items

Nothing to report

Minutes

Commissioner Kelley made a motion, seconded by Commissioner Fowler to accept the April 17 and 24 2013 minutes as presented.

Vote: 3 yes

Bills Payable

Commissioner Jones made a motion, seconded by Commissioner Fowler to accept the April 15, May 1 and May 15 2013 bills payable as presented.

Vote: 3 yes

Commissioners' Comments

Commissioner Kelley asked if the Harbormaster has contacted the Division concerning proposed improvements to the waterfront including showers and other amenities for the public. Mr. Furnari and Mr. Lynch replied no, but will speak to the Harbormaster.

Meeting Schedule

May 29, 2013 – Joint Water and Sewer Commissions @ 4:30 OCL building

June 19, 2013

July 17, 2013

Submitted by: