

**Minutes of the Board of Water/Sewer Commissioners
April 25 2016**

Time: 4:30 p.m.

Location: Wastewater Treatment Facility
115 Water Street

Present:

Commissioners: Chairman John Tomasz; Commissioners Roger Jones, Robert Cook, Brendan Coffey, E. Larry Kelley

Staff: Bob Bradbury, Chief Operator; Kathe Talkington, Admin. Office Manager; Jon-Eric White, City Engineer, Tom Smolski, Superintendent Water Operations; Dan Lynch, Distribution Manager; Lisa Valcich, Business Manager;

Guests: Mayor Holaday; Councilor Sharif Zeid

1) Mayor Holaday

115 Water Street

Mayor Holaday asked the Commission for an update on plans for surplus space located at 115 Water Street. Mayor Holaday noted that an Amesbury company has expressed interest in creating an office building utilizing a portion of the existing building. In addition, Mayor Holaday noted that if the property was declared surplus and was placed on the market for sale it would require the City go out to bid. Mayor Holaday added that any funds from the potential sale of the surplus land would be used to help pay down WWTF outstanding bonds.

Bob Bradbury added that the Sewer Division needs storage for pumps, motors, etc. along with chemical storage. Mayor Holaday requested that Mr. Bradbury work with Mr. Furnari on defining what portion of the existing building and garage bays are needed for storage.

Commissioner Kelley asked if the property could be used for DPS storage or receiving center. Mayor Holaday noted that there is space at Crow Lane for storage. Commissioner Cook added that when determining the storage needs, the costs to renovate and maintain the area needs to be considered.

Mr. Bradbury noted that the Sewer Division has temporary storage approval for dry chemicals.

Mr. Bradbury and Mr. Furnari will meet before the next Commission meeting and report back to the Commission on what portion is needed for storage.

Plum Island

Mayor Holaday noted that the Attorney General's Office heard from CDM this past Friday and noted that the Town of Newbury and MIIA have issues with the agreement. One specific concern is the language in the agreement that states if any comments are made regarding CDM, it could result in a loss of money to the City.

Mayor Holaday noted that the City is anxious to start fixing the hydrants on Plum Island.

2. Minutes

Commissioner Cook noted that:

- page 2, bullet 1, should read old force main (asbestos-lined cement) will be abandoned in place
- page 2, section 4 Whittier Group – Port Rehab Construction, second sentence should read: This facility will replace the existing building which consists of 102 beds.

Commissioner Jones made a motion, seconded by Commissioner Tomasz to accept the March 21, 2016 minutes as corrected.

Vote: 4 yes, 1 abstain (Kelley)

3. Business Manager's Report

Lisa Valcich presented the following:

- meeting with Treasurer and Finance Director on April 27th to discuss effects of moving Water/Sewer Business Office to Perry Way
- Budget & Finance Committee authorized Hale/Graf Force Main borrowing of \$2,751,000. Full City Council will review at tonight's City Council meeting.
- still awaiting word from FEMA
- meeting with Tony to review capital requests and prepare necessary transfer requests

Commissioner Kelley made a motion, seconded by Commissioner Jones to accept the Business Manager's report as presented.

Vote: 5 yes

4. DPS Operations Report

West End Sewer Project

Jon-Eric White noted that he met with abutters and one property owner won't grant access. Appraisals are due April 26, 2016 and next steps will then be determined.

Sewer Plant

Bob Bradbury noted the staff is busy at the sewer plant and the vacant positions need filling. The results for March showed a 99% removal which is very good.

Water Treatment Plant

Tom Smolski noted the following:

- one pump is out for repairs
- trial running of water treatment plant without staff overnight on weekend was successful
- chlorine line was blocked and repaired
- reservoirs at 97% capacity

Mr. Smolski requested that the Commission consider taking action on some of the recommendations from the Reservoir Water Quality Study Report prepared by AECOM.

Commissioner Cook noted that some lots on Turkey Hill Road that are located in the watershed are for sale and the Commission may want to consider purchasing. Commissioner Jones added that development near or in the watershed should be slowed down.

Jon-Eric White noted that watershed protection grants are being made available by the federal and state governments. The Commission asked that Nancy London, grant writer, research available watershed protection grants.

Water Distribution

Dan Lynch noted the following:

- hydrant flushing in-town completed; Plum Island area to start April 26th
- look at options for meter replacement program
- 2 vacant positions and 1 person on workers' comp

Commissioner Kelley made a motion, seconded by Commissioner Cook to accept the DPS Operation Report as presented.

Vote: 5 yes

5. Sewer Pretreatment Report

Bob Bradbury noted Jim Moore was promoted to Assistant Chief Operator in March and is still working as Pretreatment Operator until that position is filled.

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

Vote: 5 yes

6. Appointments/Customer Issues

Patrick Reddy, 4-6 Allen Street, requested that the Commission reconsider the fines issued for tampering at 4-6 Allen Street. Mr. Reddy noted the following:

- electrician moved meter with owner's approval – meter was in the way of new electrical wiring
- electrician cut wire to Orion
- spigot added to water line for plastering
- did not turn on curb stop in street

Dan Lynch responded that:

- on March 23rd meter reader unable to obtain reading
- entered property and found meter removed from service and Orion transponder cut from meter
- spigot was installed on cut service line
- water service was then terminated in street
- on April 5th, meter reader determined original water service still off
- in basement, observed second spigot was installed on older decommissioned line
- water service was then shut-off in street

Commissioner Kelley noted that it has been a continual issue that contractors tamper with meters and shut-off.

Commissioner Tomasz asked who turned on the water line in street. Mr. Reddy replied he did not. Mr. Lynch responded that the second shut-off was now leaking and if it had been on the entire time it would have been leaking continually.

Commissioner Kelley made a motion, seconded by Commissioner Jones that the fees remain as issued.

Vote: 4 yes; 1 abstain

Commissioner Kelley made a motion, seconded by Commissioner Cook to accept the DPS Operation Report as presented.

Vote: 5 yes

7. Old/New Business

The Commission received BETA Group Inc. recommendation to award the 16-inch Force Main Replacement Contract to N. Granese and Sons, Inc.

Commissioner Tomasz made a motion, seconded by Commissioner Kelley to award the 16-inch Force Main Replacement contract to N. Granese and Sons, Inc. in the amount of \$1,847,985 pending funding approval by City Council.

Vote: 5 yes

8. Warrants and Contract Signing

Commissioner Tomasz made a motion to accept the April 1 and April 15 water, sewer and CIP warrants as presented.

Vote: 5 yes

Confirm Next

May 23, 2016

June 20, 2016

Adjournment

Commissioner Cook made a motion, seconded by Commission Tomasz to adjourn at 5:30 p.m.

Vote: 5 yes

Submitted by:

Kathe Talkington