

Minutes of the Board of Water/Sewer Commissioners
August 17, 2015
4:30 p.m.

Time: 4:30 p.m.

Location: Wastewater Treatment Facility
115 Water Street

Present:

Commissioners: Commissioners Robert Cook, Roger Jones, Larry Kelly

Staff: Tony Furnari, DPS Director; Joe Dugan, Chief Operator, Robert Bradbury, Assistant Chief Operator; Jamie Tuccolo, Collection System Superintendent; Jon-Eric White, City Engineer; Lisa Valcich, Business Manager; Katie Mahan, Administrative Assistant

Guests:

1. Mayor Holaday

Mayor Holiday did not attend.

2. Appointments/Customer Issues

None

3. Approval of Minutes

Commissioner Jones made a motion, seconded by Commissioner Kelly to approve the July 22, 2015 minutes as submitted.

Vote: 3 yes

4. Plum Island Status/Updates – Pieter Hartford, P.E., MPH Environmental

Pieter Hartford not present to report.

5. Water Treatment & WPCF Report/Updates

Pieter Hartford not present to report.

6. Water Construction Report- Dan Lynch

Dan Lynch not present to report.

Commissioner Cook asked about the hydrant flushing/issues with discolored water. Mr. Furnari responded that there were issues recently with the Whittier Bridge and other contractors in town opening hydrants, causing tuberculation in the lines and discolored water for residents, mostly in the north and west end. All is now back to normal and an explanation was posted on the City's website.

Commissioner Kelly asked what will happen to contractors who open hydrants. Mr. Furnari responded

that they would be fined. The Marshall is also on watch for violators.

Commissioner Cook mentioned reviewing plans of the Towle project and the sewer connection fees seemed a little light compared to other communities. This opened discussion on fees and whether we should review. Mr. Furnari agreed that in the coming weeks the departments can look into what other communities are charging for fees.

Commissioner Jones made a motion, seconded by Commissioner Cook to accept the Water Construction Report as submitted.

Vote: 3 yes

7. Water Treatment Plant Report- Tom Smolski

Mr. Smolski was not present to report.

Commissioner Kelly made a motion, seconded by Commissioner Cook to accept the Water Treatment Plant report as submitted.

Vote: 3 yes

8. Sewer Superintendent's Report – Jamie Tuccolo

Mr. Tuccolo noted the following:

-90% done with the force main design

Commissioner Kelly asked Mr. Tuccolo and Mr. Furnari if we have a timeline/list compiled of where we are with Plum Island. This opened discussion of various grants in the works for Sewer. Mr. Kelly suggested a 'road map' for the Commissioners on status of work and grants.

Commissioner Cook asked about I/I funds and the options for use. Can this be put toward Plum Island?

Mr. Tuccolo is to put something together for the next meeting on the funds and the potential use.

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

Vote: 3 yes

9. Sewer Pretreatment Report – Joseph Dugan

Mr. Dugan presented the following:

-Jim Moore has been doing a great job in this new position in Pretreatment.

Commissioner Cook commented on talk of looking into Pretreatment requirements/fees for dentist

offices. Mr. Dugan responded that this was still being researched.

Commissioner Kelly made a motion, seconded by Commissioner Jones to accept the Sewer Pretreatment report as presented.

Vote: 3 yes

10. Sewer Chief Operator's Report – Joseph Dugan

Mr. Dugan presented the following:

- 97%-98% suspended solids removal
- Dave McGrath, new lab chemist, passed the DMQRA and is doing great.
- Smoke test on the bio filter performed and preliminary findings show it may have seen the better part of its lifetime. They are getting about 50% out of the blower now.
- Councilors Eigerman and Vogel along with Heather Rowe and Mr. Furnari toured the plant recently.

Commissioner Jones made a motion, seconded by Commissioner Kelly to accept the Chief Operator's report.

Vote: 3 yes

11. Director's Report – Anthony Furnari

Mr. Furnari noted the following:

- The water line at the Route One rotary is almost complete
- Bids on administrative building are in
- Working with Nancy London on grants
- Working with staff at Sewer on odors and DEP
- The discolored water issue that is now remedied
- RFQs for Graf Rd lift station are in. He asked the Commissioners to please review.

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

Vote: 3 yes

12. City Engineer's Report – Jon-Eric White, P.E.

Mr. White noted the following:

- The DPS Administrative building lowest bid came in at \$1.78 million.

*Lisa Valcich commented that based on the low bidder, additional cost needs to be transferred; \$225,000 from water and \$225,000 from sewer. We do not have the time to wait for undesignated funds to be certified, as we want to award the contract. A transfer has been written up for the 9/1/15 special meeting of City Council for approval. We would fund by taking the amounts from water and sewer Capital accounts and when undesignated funds are certified, we would replenish the Capital accounts.

*Commissioner Cook opened discussion on an extension of the date to initiate a contract. Mr. White suggested getting a date from the Mayor before requesting a letter.

-Browns Wharf drainage culvert has been a time consuming project this month

-Working with the City on two grants; 1. An EPA grant to train on resiliency plans, and 2. A National Wildlife grant for \$3 million for a full COAST analysis. It would include a risk assessment of climate change and rising seas.

-Recent issue with discolored water throughout north and west end. There was some discussion on tuberculation, vibrations, demolition of bridge and existing infrastructure.

*Commissioner Kelly brought up vibration meters that were thought to have been installed.

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

Vote: 3 yes

13. Business Manager's Report- Lisa Valcich

Ms. Valcich noted the following:

-We are early in the fiscal year with budget

-Reserves were not approved by City Council as we know. There was discussion on a review with the Commission and City Council on rates, possibly a few times a year. There was also discussion on lowering the rates in December after two full billing cycles. This would be manual work for the office and it may be best to leave rates as is and reevaluate for next year since we have some sizeable projects coming up.

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

Vote: 3 yes

14. Old/New Business

-Water for Harbormaster Department

*After discussion at a City Council meeting a small committee was put together addressing the new Harbormaster facility. There will be water and sewer connected and we will need to charge for it as metered.

-Permitting Issue for Retaining Fill from Whittier Bridge Staging Area

*Lisa wrote a note to Andy Port, but has not heard back yet. Tony has a meeting with Andy on Thursday. Commissioner Kelly would like to get involved.

-West Newbury Well Search and Water Consumption

*Report submitted to open up discussion with West Newbury and rates. There was discussion of possible reduced rates for West Newbury in the future.

-DPS Administrative Office Bids and Transfers

15. Executive Session

None

16. Confirm Next Meeting

September 21, 2015 – 4:30p

17. Warrant and Contract Signing

Commissioner Kelly made a motion, seconded by Commissioner Cook to approve the warrants as submitted.

Vote: 3 yes

18. Adjournment

Commissioner Cook made a motion, seconded by Commissioner Jones to adjourn the meeting at 5:45p.

Vote: 3 yes

Respectfully Submitted by:

Katie Mahan, Note Taker