

**Minutes of the Board of Water/Sewer Commissioners
October 19 2015**

Time: 4:30 p.m.

Location: Wastewater Treatment Facility
115 Water Street

Present:

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

Staff: Anthony Furnari, DPS Director; Joe Dugan, Chief Operator; Dan Lynch, Water Distribution Manager; Lisa Valcich, Business Manager; Jamie Tuccolo, Collection System Superintendent; Kathe Talkington, Admin. Office Manager; Jon-Eric White, City Engineer

Guests: Pieter Hartford, OPM; Bob Rafferty, Environmental Partners; Rob Germinara; Sarif Zeid; David McFarland

1. Mayor Holaday

Not Present

2. Appointments/Customer Issues

Sarif Zeid noted the following questions/concerns:

- life expectancy of biofilter media
- will fan run at full capacity
- clarifier tank covers, if flat are they rated to withstand snow and shoveling
- will current odor control methods be shut down during construction
- test air for odors before and after construction

Bob Rafferty replied:

- organic media life expectancy 5 -7 years; engineered media lifetime warranty
- fans will run 27/7 with back-up
- clarifier tank covers will be flat; domed covers have more air to process
- new biofilter constructed before current system off-line
- objective tests but many variables such as weather, tides and it is a wastewater facility

Dave McFarland noted that chlorine gas used to be used at Plant and what is now used. Joe Dugan replied hypo chloride in liquid form. Mr. McFarland asked if the Plant meets requirements and Mr. Dugan replied yes. Mr. McFarland asked if the capacity of the plant increased with the upgrades; Mr. Dugan replied no, capacity is 3.4M.

Mr. McFarland asked if the Plant needs to stay with DEP guidelines – is the Plant allowed to have yearly average of 3.4M/day rather than a monthly average. Commissioner Kelley replied that the Plant follows the approved guidelines. Chairman Tomasz added that Federal, State and City guidelines are followed.

3. Approval of Minutes

Commissioner Kelley made a motion, seconded by Commissioner Jones to accept the September 21, 2015 minutes as presented.

Vote: 4 yes

4. Water Operations Agenda

Dan Lynch presented the following:

1. Water Division work on the Culvert Project will be completed this week.

2. Rules & Regulations – work in process with Tony Furnari, Larry Kelley, Dan Lynch and Kathe Talkington
3. Staffing levels – 2 vacancies at Water Treatment Plant and 1 Distribution
Chairman Tomasz asked if the issue is money. Mr. Furnari replied that a salary survey is underway
Commissioner Cook noted the Commission should consider pro-active measures in recruiting staff - in Florida inmates can receive training as water technicians. Chairman Tomasz noted that water treatment and distribution licenses are harder to achieve in Massachusetts. He suggested checking with the Sheriff concerning training of inmates.
4. Meeting with MassDOT concerning temporary bypass water line along Rte. 95; Dan Lynch working with AECOM
5. Hydrant flushing is ongoing
6. Several repairs completed
7. Repairs delayed due to Culvert Project include:
 - lower mains on Plum Island
 - repair valve on Storey Ave near Rte. 95 south ramp
 - repair main on Olive Street

5. Sewer Superintendent Agenda – Jamie Tuccolo

Mr. Tuccolo noted the following:

1. Hale Street Force Main design 90% complete
2. Graf Road Lift Station
 - waiting for final signatures on contract
 - 2 weeks to delineate wetlands – should be okay per Andy Port
 - have permission to delineate wetland from owner

Rob Germinara asked what will the land cost. Mr. Tuccolo replied he could not answer. Mr. Germinara asked what happens to the current lift station when it is abandon. Mr. Tuccolo replied it goes back to the owner.

3. Plum Island – final proposal on hold
4. GIS of all manholes/diversion valves and candy canes completed. In process of creating an App for phones – draft App could be rolled out at October 28th Plum Island meeting

6. Sewer Operations Agenda – Joe Dugan

Pieter Hartford noted the following:

1. HVAC up and running
4. 115 Water Street
 - Mayor wants approval on smallest area possible – minimum AUL boundary
 - 2-part vote is needed – Part A vote to accept area and move forward with DEP deed restriction and Part B vote to declare surplus land

Mr. Germinara asked that since the City took the land, should it be kept for future expansion. Chairman Tomasz replied the land is not needed for expansion and should be sold with the funds returning to the Sewer Enterprise account.

Commissioner Cook made a motion, seconded by Commissioner Kelley to accept the “Recommended AUL Boundary as drawn on the map referenced in the October 6 2015 memo from GEI Consultants.

Vote: 4 yes

Mr. Germinara asked if the City needs to keep the land. Mr. Dugan replied the area could be used for storage. Mr. White noted that at same point, stormwater vac trucks will need a parking area. Mr. Furnari added that the plan was to rehab the building, but the cost estimates were too high.

7. Pretreatment Report

No report presented; inspected two breweries in the Industrial Park

8. DPS Business Administrative Report – Anthony Furnari, Lisa Valcich

Mr. Furnari noted the following:

1. DPS Building
 - removed top soil
 - foundation forms within two weeks
 - shop drawings – not completed

Ms. Valcich noted the following

2. DPS – Financials
 - potential lien letter mailed to residents
 - all 2014 Newbury liens collected except one property in tax title

Executive Session if Needed

None

New Business

None

Confirm Next Meeting

November 16, 2015 at 4:30 p.m.

December 14, 2015 at 4:30 p.m.

Warrants and Contract Signing

Commissioner Kelley made a motion, seconded by Commissioner Jones to accept the October 1 and 15 warrants as presented

Vote: 4 yes

3. Adjournment

Commissioner Jones made a motion, seconded by Commission Kelley to adjournment at 5:26 p.m.

Vote: 4 yes

Submitted by:

Kathe Talkington