

**Minutes of the Board of Water/Sewer Commissioners
September 21 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: Joe Dugan, Chief Operator; Dan Lynch, Water Distribution Manager; Bob Bradbury, Assistant Chief Operator; Lisa Valcich, Business Manager; Jamie Tuccolo, Collection System Superintendent; Tom Smolski, Superintendent Water Operations; Kathe Talkington, Admin. Office Manager

Guests: Donna Holaday, Mayor; Pieter Hartford, OPM; Bob Rafferty, Environmental Partners

1. Mayor Holaday

MassDOT

Mayor Holaday informed the Board that City staff is meeting with MassDOT on September 22 to discuss concerns with discolored water and redundancy issues. Mayor Holaday added that AECOM will attend the meeting and she is pleased with the response so far from MassDOT.

Dan Lynch noted that due to removal of a water main along Rte. 95, there is no distribution redundancy until July 2016 when the replacement line is scheduled to be installed. Mr. Lynch added he has concerns with the new flushing method being proposed. Mr. Smolski noted that the hydrants on Plum Island need flushing.

Bob Rafferty – Environmental Partners

Bob Rafferty presented an update on odor issues associated with the Waste Water Treatment Facility and distributed an Odor Control Assessment Sheet along with Findings-Conclusions & Recommendations:

- conducted sampling and testing
- biofilters receiving half its design flow (5,000 cfm vs 10,400 cfm)
- biofilters never tested at 10,000 cfm
- safety and health concerns of operators
- issues with size of fans
- wet well corrosion
- ventilation system not adequate for staff safety
- grit washroom should have fresh air and doesn't
- need mechanical engineer to review and find better way to move air
- clarifiers need odors removed – system not functioning as is – need to pull twice as much air

Commissioner Kelley asked if a critical path will be created. Mr. Rafferty replied yes.

Mr. Rafferty reviewed alternatives and associated costs with the Commission. He noted that Table 1 outlines the budgetary costs for facility upgrades related to odor control and Table 2 lists total budgetary costs for Odor Control Treatment and Facility Upgrade Alternatives. Mr. Rafferty noted some of the work could be performed by City staff.

Mr. Rafferty noted that Environmental Partners recommends proceeding with Alternative 3 – 20,000 cfm engineered biofilter. Included in Alternative 3 are:

- ferric chloride dosing changes

- primary clarifier covers for both clarifiers
- ferric chloride building improvements
- ventilation improvements for safety and odor control
- septage receiving enclosure and odor handling
- one 20,000 cfm engineered media biofilter

Commissioner Kelley noted that due to the location, there will continue to be issues with tidal odors. Mr. Rafferty added that humidity will affect the odors and that there will always be odors associated with a wastewater treatment plant. Mr. Rafferty recommended having farms notify the plant when spreading manure so that residents can be informed of the cause of odors during that time.

Chairman Tomasz asked how much money will be needed between now and June. Mr. Rafferty replied approximately \$100,000.00 for design work and to choose the clarifiers.

Lisa Valcich asked what is going to City Council. Mayor Holaday replied that City Council will not vote on the budget; the Commission will decide which alternative to approve.

Chairman Tomasz asked when a decision is needed. Mr. Rafferty replied after December 2015. Mayor Holaday added that the work can be done in phases. Chairman Tomasz asked what are the next steps. Mayor Holaday replied the Commission needs to review and evaluate the plans and then decide on whether to go ahead with the improvements, submit information to City Council to bring them up to date, and allocate funding. Ms. Valcich noted that more information is needed on the financials. Mayor Holaday noted that the City Council will be informed that the conservative estimates for the odor control work is \$3.3M to \$3.4M.

Commissioner Jones asked what is the life cycle of the engineer media and does it have a high replacement costs. Mr. Rafferty replied that the December report will have information on life cycle.

Mr. Rafferty noted that after the work is completed there will still be odors due to low tides, local farms and that wastewater treatment facilities produce odors.

Commissioner Jones made a motion, seconded by Commissioner Cook to support the Mayor in presenting to City Council the alternatives and associated costs on odor control.

Vote: 4 yes

Chairman Tomasz asked what is owed by and to Environmental Partners based on the current contract. Mr. Rafferty replied Environmental Partners will produce the final report (December) and will stay within the contract budget amount.

Miscellaneous

Mayor Holaday noted the Attorney General's office is close to a final proposal concerning Plum Island and that the Commission will meet with City Council in Executive Session when the final proposal is submitted.

Sharif Zeid, candidate for Ward I, noted the following:

- is 25% contingency enough
- worried about the schedule
- is report public

Mr. Zeid was informed that the report would be public after it is received by City Council.

2. Appointments/Customer Issues

None

3. Approval of Minutes

Commissioner Cook made a motion, seconded by Commissioner Jones to accept the August 17, 2015 minutes as presented.

Vote: 3 yes 1 present

4. Water Operations Agenda – Dan Lynch

Mr. Lynch noted the following:

- 192 Street – New 12” main – completed
- Brown’s Wharf Culvert Project
 - approximately two additional weeks
 - issues with contractors breaking lines, water main leaks
- Ongoing Projects include:
 - Fall hydrant flushing
 - Repair multiple leaks
 - Lower selected mains on Plum Island
 - Staffing Levels
 - Revise job descriptions

Chairman Tomasz asked if the issues with staffing are related to money, job descriptions, qualified staff. Dan Lynch and Tom Smolski replied all three. Chairman Tomasz noted he will meet with Mr. Lynch and Mr. Smolski. Mr. Tuccolo noted that the Sewer Division job descriptions should also be reviewed.

5. Water Treatment Plant Agenda – Tom Smolski

Mr. Smolski noted the following:

- reservoirs are in good shape
- Bartlett Spring Pond has been treated
- Sanitary Survey scheduled for November 5

6. Sewer Superintendent Agenda – Jamie Tuccolo

Mr. Tuccolo asked the Commission to approve BETA’s contract Graf Road Pump Station Rehabilitation Design and Bidding Services in the amount of \$307,866.00.

Ms. Valcich noted the funding for the contract will include \$239,109.00 from Graf Rd CIP account and \$68,757.00 from the FY16 Operating Budget.

Commissioner Kelley made a motion, seconded by Commissioner Cook to approve BETA’s contract for the Graf Road Pump Station Rehabilitation Design and Bidding Services in the amount of \$307,866.00.

Vote: 4 yes

7. Sewer Operations Agenda – Joseph Dugan

Mr. Dugan noted the following:

- repaired valve in chemical tank
- cleaned and drained aerate tank
- continue with general maintenance
- visited Haverhill Treatment Plant – looked at pretreatment program
- continue working on ferric

Commissioner Cook noted 99% removal on both effluent and suspended solids is great.

8. Sewer Pretreatment Report – Joseph Dugan

Accepted

Disposition of 115 Water Street Building – Pieter Hartford

Commissioner Kelley requested tabling for further clarification. Mr. Hartford noted he would remove himself from the process. Chairman Tomasz recommended having the survey done, claim property surplus, and have funds from sale returned to Sewer Division.

Commission Cook made a motion, seconded by Chairman Tomasz to authorize \$1500.00 for the survey.

Vote: 4 yes

9. DPS Administrative Report

Commissioner Cook made a motion seconded by Commissioner Jones to award the DPS Administration Building contract to Castagna Construction in the amount of \$1,777M.

Vote: 4 yes

10. Warrant and Contract Signing

Commissioner Jones made a motion, seconded by Commissioner Cook to accept the September 1 and September 15 Bills Payable as presented.

Vote: 4 yes

11. Confirm Next Meeting

October 19, 2015 at 4:30 p.m.

12. Adjournment

Commissioner Jones made a motion, seconded by Commission Kelley to adjournment at 6:00 p.m.

Vote: 4 yes

Submitted by:

Kathe Talkington