

MINUTES OF THE BOARD OF SEWER COMMISSIONERS

March 27, 2013

5:00 P.M.

115 Water Street

Wastewater Treatment Facility

MEMBERS ATTENDING: Commissioners, David Hanlon, John Tomasz, and Robert Cook

MEMBERS ABSENT: None

STAFF: Director Anthony Furnari, Sewer Collections Superintendent Jamie Tuccolo, Business Manager Ethan Manning, Assistant Chief Operator Robert Bradbury

GUESTS: OPM Pieter Hartford from MPH Environmental and Kent Nichols from Weston & Sampson.

Meeting Called to Order by Commissioner Hanlon at 5:04 PM

AGENDA ITEM #1 **Appointments**

None

AGENDA ITEM #2 **Minutes/Bills/Transfers**

A motion was made by Commissioner Tomasz and seconded by Commissioner Cook to accept the January 30th 2013 minutes as presented.

Vote: unanimous

AGENDA ITEM #3 **Sewer Superintendent's Report**

The Sewer Superintendent's report was presented by Jamie Tuccolo. Mr. Tuccolo noted the following:

- I/I video inspection, Contract out to bid on 2/20/13, bid's will be publicly opened at DPS on 3/7/13 CCTV contract was awarded on 3/7/13 National Water Main was the lowest bidder. Looking at the first week of April to start work.
- Met with Andrew Lafferty and Jerrard Whitten on 2/12/13 on inputting video data into our GIS system, the progress is coming along.
- Meeting about implementing the new permit system.
- Jetty Project is ongoing
- 2/8/13 Blizzard of 2013 hit the City. The Sewer division handled the situation with ease.
- 2/13/13 Attended public meeting regarding PI water and sewer.
- NPDES permit section (Collection System) working with Pieter Hartford on combining I/I and collection system into one report
- Multiple meetings with Mayor, CDM Smith, Counsel, regarding PI.
- 2/20/13 Budget meeting with Mayor, Peter L, Ethan and Tony.
- Working on installing isolation valves on the island. This method will allow us to shut down parts of the vacuum, not the whole system during an emergence. Looking to install on Annapolis Way. Possibly Fordham Way and any other street that could be affected by erosion.
- Working with Jon Eric on replacing Sewers for the roundabout project. Merrimac St, Spofford St and Moseley Ave.
- 50% design is completed for Graf Rd force main replacement. 75% design should be completed first week of April.

- Test pits for Graf Rd force main replacement is scheduled (weather pending). Water department digging the test pits for us. The purpose is to determine exact location of the force main on Low St.
- Opening bid's for new dump truck 2/21/13
- Erosion problems at 41, 37, 35, 33, 29 Annapolis Way and 40, 38, 36, 34 Fordham Way, and 29 Southern Blvd. Water and Sewer services to these homes have been cut and capped. More houses might be in jeopardy. We will continue to monitor the situation.

Commissioner Cook made a motion, seconded by Commissioner Tomasz to accept the Sewer Superintendent Report as presented.

Vote: unanimous

AGENDA ITEM #4 Pretreatment Report

Reports due for the month of February have been received from the following industries and found to be in good order; Electronic Products Inc., PCI Synthesis, Materion Technologies, Strem Chemical and Micrometal Technologies Corp.

While PCI Synthesis could not pinpoint the cause of their January violation, steps have been taken to prevent another occurrence.

Annual testing of Materion Technologies, Electronic Products Inc., and Micrometal Technologies for cyanide was conducted in February. All industries were well below the limit of 0.65 mg/L. The Pretreatment Annual Report was completed and submitted to the E.P.A. and the D.E.P.

A motion was made by Commissioner Cook seconded by Commissioner Tomasz to accept the Pretreatment Report. Vote: Unanimous

AGENDA ITEM #5 Chief Operator's Report

Monthly effluent BOD for January averaged 30 mg/l with 88% removal.
 Monthly effluent BOD for February averaged 30 mg/l with 89% removal.

Monthly average effluent suspended solids average 18 mg/l with 93% removal.

Odor Complaints

None

Sewer Calls

January

5 total Sewer calls 6 regular 24 overtime – 3 house plugs, 2 street calls
 Plum Island calls 9 total calls – 0 regular hours and 52 overtime hours

February

8 total Sewer calls 8 regular 26 overtime -4 house plugs, 1 street call, 1 broken frame and cover
 Plum Island calls 2 total calls – 0 regular and 6 overtime hours

Project Reports

Staff continues weekly coordination meetings for phase two contractor and engineers.

Meetings to coordinate gravity and shutdowns for project and electrical transfer of influent pumps.

Discussions with EPA and DEP on Enterococi testing and methodology used at our lab.

DMR quality assurance testing kit for our lab has been received and the newest study is opened.

Collection Systems classes will be held at the plant conference room during the month of May by NEITC.

Annual Bio solids report sent in as required by our NPDES permit.

We will be dewatering a primary clarifier this week for inspection for the upgrades to the units.

The temporary dewatering heat tripped during the storm and some of the water and chemical piping froze but no leakage or breaks due to the freezing.

All of the staff participated in the online ethics testing as required by law.

Attended the NEWEA conference with Robert Bradbury and Anthony Furnari

Worked with Pieter Hartford and Dave McGrath on some of the permit changes and the Annual I/I report.

Attended budget meeting at DPW with Anthony Furnari and some of the staff.

DMR 33 Quality Assurance testing for our lab will open March, 2013

Meeting with Randy Robbins EIC and conversations with SCADA employees regarding changes to the aeration system and program.

Talked with Enviro Systems of Hampton, New Hampshire regarding permit changes on the acute toxicity testing.

Our effluent passed our first quarter acute toxicity test with less than 100 percent survival on both organisms

With one of our staff out for surgery we have been rotating jobs by the week. Each of the operations staff works one week on dewatering of sludge, one week in lab, and one week on operations checklist and maintenance. We expect that the employee out for surgery will be back this month.

We anticipate gravity bypassing of the headwork's to take place soon. Staff had attended meetings with contractors and engineers and we will be meeting again before this takes place.

A motion was made by Commissioner Cook, seconded by Commissioner Tomasz to accept the Chief Operator's Report. Vote: Unanimous

AGENDA ITEM #6 City Engineer's Report

None

AGENDA ITEM #7 Director's Report

February and March

- Monthly meetings with Mayor and Staff for operational, capital projects and budget issues with various divisions.
- Employees sent to various seminars in reference to their department.
- Attend Mayor's monthly department head meetings
- Continued monthly meetings with City Planner, Building Commissioner and Health Director to review city projects
- Monthly meeting with Construction and Engineering Staff on water issues.
- Attend monthly construction progress meetings for the WWTP project.

- Attend Budget and Finance meetings with city councilors.
- Attend City council meetings.
- Monthly meetings with OPM and Weston & Sampson reviewing WWTP Project.
- Monthly inspection of WWTP with Mayor, OPM and Consultants.
- Attend Public Hearing regarding sewer and water issues for Plum Island.
- Continued meetings with Mayor and Staff regarding sewer and water issues for Plum Island.
- Meeting with the Mayor and Staff reviewing FY 2014 Budgets.
- Business Manager has put together a comprehensive review on the enterprise funding with the budget package.
- Meeting with CSS Architects who were chosen for the design of the DPS Administration building set up for next week.
- CSS Architects have submitted a Design Service Proposal for the new administration building. Deputy Director will give a report on the process at the next month's meeting.
- Bids to be received and opened for the TV inspection for the sewer infrastructure 3/7/13.
- Bids were received 2/21/13 for replacement of 1999 Mack Dump truck at the sewer plant.
- Bids were received and opened for the TV inspection for the sewer infrastructure on 3/7/13. The lowest bidder was National Water Main.
- City Engineer reports that the West End Easement Project is still on going. Field surveyor is preparing documents for all impacted abutters.
- Sewer Superintendent and Staff have reviewed the 50% design plans for the Graf Road force main replacement. Spring date for construction.
- Implementing a new streamline process for utility permitting through all divisions.
- The Mayor has requested that we make a goal to combine both Water and Sewer Commissions for the new fiscal year.
- New Dump Truck for sludge hauling for the WWTP has been ordered. McDevitt Truck Inc. or Tewksbury, Ma. Has been awarded the bid for \$129,000.
- City Engineer reports that the West End Easement Project is moving forward. Field Surveyor is preparing documents for all impacted abutters.
- Sewer Superintendent has been working with consultant Green Seal Environmental reviewing the design plans for the Graf Road force main replacement. Test pits will be completed in house for location of new line.
- Staff is still monitoring the jetty project to assure no interference of water and sewer system.
- Continued work on a streamline process for utility permitting through all divisions.
- Homes on the Newbury side of Plum Island (Annapolis Way, Fordham Way and Southern Blvd) have had water and sewer utilities disconnected due to beach erosion. Six homes have been taken down so far due to this issue. Staff has been proactive helping out the residents and is monitoring the situation on a daily basis.

A motion was made by Commissioner Tomasz to accept Director's Report and seconded by Commissioner Cook.

Vote: unanimous

AGENDA ITEM #8 WWTF Expansion Project

The WWTF report was given by Pieter Hartford. Updates from the previous meeting were as follows:

Site Tours:

- Mayor Holaday (March 13th)
- North Shore Community Development Coalition (March 21st)

Contract I Construction status:

- Punchlist reduced to \$41,035 following approval of Settlement Agreement
- City Solicitor working out the final terms of settlement agreement
- Estimated cost for HVAC duct work change is \$23,000
- Met with Waterline and W&S on March 20th to review punchlist work remaining and to coordinate new HVAC work

Contract 2 Status:

- Rejected MCC's request for Winter conditions
- Still Evaluating claim for additional pile costs
- Exterior Brick work for operations building is on-going
- Completed enclosure for FeCi tank
- Preparing for gravity bypass changeover

Project Budget Status:

Summary of project costs

Sewer Commission Votes:

PCO for HVAC duct change in OCL building
Approval of MCC Change Order No.2

A motion was made by Commissioner Tomasz and 2nd by Commissioner Cook to approve the Pending change order No.2 Cook. In the amount of \$462,667.91
Vote: unanimous

AGENDA ITEM #9 **Old/New Business**

Mid Year Rate review – No rate change recommended
Consolidation of loans – There is nothing we can do about the interest rates until 2016

AGENDA ITEM #10 **Executive Session**

None

AGENDA ITEM #11 **Confirm next Meetings**

April 24th 4:30pm

ADJOURN

The Commission motioned to adjourn at 6:21 pm.

Submitted by:
Dawn Gettman
Newburyport DPS