

**Minutes of the Board of Water/Sewer Commissioners**  
**March 22, 2017**  
**DPS Administration Building – 16C Perry Way**  
**5:00pm**

**Present Commissioners:** John Tomasz, Robert Cook, Roger Jones, Brendan Coffey, Larry Kelley

**Staff:**

DPS Director, Anthony Furnari  
DPS Business Manager, Kathe Talkington  
City Engineer, Jon-Eric White  
Sewer Chief Operator, Chris Pratt  
Sewer Collections Superintendent, Jamie Tuccolo  
Water Superintendent, Ted Angelakis  
Water Distribution Manager, Dan Lynch

**Guests:**

Mayor Holaday,  
Lisa Mead  
Bob Rafferty, Environmental Partners  
Andrew Dennehy, BETA Inc.

**1. New/Old Business**

**Graf Road Lift Station Update – Andy Dennehy**

Mr. Dennehy noted:

- bids for the Graf Road Lift Station were \$2M over the estimate
- sub-bids were also high
- estimate was prepared by an outside estimator
- primary explanation for the high bids is the amount of work being bid
- scope of work is being reduced – eliminating garage, remove access road, simplify HVAC, etc.
- rebid plans and specs will be available 2<sup>nd</sup> week of April
- general contractors will have 4 weeks to rebid, bids due week of May 8th
- sub-contractors will have 3 weeks to rebid sub bids due week of May 1<sup>st</sup>

Mr. Tuccolo noted:

- MassWork Grant draw-down will start with sidewalk work.
- presented amendment from BETA for redesign work associated with Graf Road Lift Station in the amount of \$66,000. Funding included in the \$575,000 budget for Construction Services for the project. Overall budget does not change.

*Commissioner Tomasz made a motion, seconded by Commissioner Jones to approve the amendment in the amount of \$66,000.*

*Vote: 5 yes*

**Odor Control – Bob Rafferty**

Mr. Rafferty noted:

- Contract 2 – DECAM limits \$3.8M – open to wastewater and pump station contractors
- 2 pre-bid meetings held and additional pre-bid meeting scheduled
- maximized general contractor portion of bid

-general contractor bids due April 6, 2017

**Port Plaza Planet Fitness – Lisa Mead**

Ms. Mead noted:

- Planet Fitness is merging into the space formerly used by AAA
- The owners (Richard & Sam Kaplan) request that due to no change in use of space, additional fees will not be charged

*Commissioner Kelley made a motion, seconded by Commissioner Tomasz that the Planet Fitness merge to the former AAA space does not change the use of the space and therefore I/I fees are not assessed.*

*Vote: 5 yes*

**Evergreen Commons – Ted Angelakis**

Mr. Angelakis noted:

- City's right of entry to the property expired at the end of February
- Barrie Miller's Well & Pump Service Inc. has demobilized
- restoration work has started
- paving will take place when temperatures remain above freezing

**FY2018 Proposed Water & Sewer Budgets & Rates – Kathe Talkington**

Ms. Talkington noted:

- Proposed Water Division budget had overall increase of 1.3%
- Proposed Sewer Division budget had overall increase of 13.9%
- Majority of Sewer Division increase due to \$745,600 increase in debt service

Chris Pratt noted that the Wastewater Treatment Facility will require approximately \$5M in repairs over the next 5 years.

Ms. Talkington noted to maintain the water rates at their current level; potentially \$200,000 will be reserved from UFB. To maintain the sewer rates at their current level, potentially \$600,000 will be reserved from UFB. The FY18 Water and Sewer Rates will be approved after City Council approves the final budgets.

*A motion was made by Commissioner Tomasz, seconded by Commissioner Jones to approve the Water Division Proposed FY18 budget as presented in the amount of \$5,209,905.*

*Vote 5 yes*

*A motion was made by Commissioner Cook, seconded by Commissioner Tomasz to approve the Sewer Division Proposed FY18 budget as presented in the amount of \$7,269,686.*

*Vote 5 yes*

The Water and Sewer Five-Year Capital Improvement Program (CIP) was also reviewed.

*A motion was made by Commissioner Cook, seconded by Commissioner Tomasz to approve the following transfers:*

<b>From</b>	<b>Amount</b>	<b>To CIP</b>
Water UFB	\$50,000	WTP Sump Pump Repair
	\$25,000	Artichoke Pump Station Skylight/Roof Repairs
	\$40,000	Sludge Removal in the Lagoons
Sewer UFB	67,000	Pumps and Valves/Actuators

## *Sewer CIP*

<i>WWTF Fence CIP</i>	<i>\$12,358.05</i>	<i>Pumps and Valves/Actuators</i>
<i>WWTF Improvement CIP</i>	<i>\$10,641.95</i>	<i>Pumps and Valves/Actuators</i>
<i>From Sewer I/I Revolving</i>	<i>\$250,000</i>	<i>I/Inflow Sewer Replacement &amp; Manhole Projects</i>

*Vote: 5 Yes*

## **2. Executive Session**

Chairman Tomasz made a motion to enter Executive Session to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the government's litigating position. The meeting will reconvene in open session.

*Roll Call Vote to enter Executive Session: Bob Cook – yes; Brendan Coffey – yes; Roger Jones – yes; Larry Kelley – yes; John Tomasz, yes*

*Roll Call Vote to return to Open Session: Bob Cook – yes; Brendan Coffey – yes; Roger Jones – yes; Larry Kelley – yes; John Tomasz, yes*

## **3. Appointments/Customer Issues**

*None*

## **4. Approval of Minutes**

*Commissioner Jones made a motion, seconded by Commissioner Tomasz to accept the February 22, 2017 minutes with edits.*

*Vote: 5 yes*

## **5. Business Manager's Report**

Ms. Talkington noted the following in the Business Manager's Report;

- reviewed Solar Credits allocation to Water and Sewer National Grid accounts;
- prepared transfer request for Wastewater Collection System Capacity Analysis
- prepared transfer request for Safe Yield Estimates/Demand Projections
- finalized FY18 Water and Sewer proposed budgets and Five Year Capital Improvement Plans

*Commissioner Jones made a motion, seconded by Commissioner Tomasz to accept the report as presented.*

*Vote: 5 yes*

## **6. DPS Operations Reports**

Mr. White noted the following on the Engineer's Report;

- Finished Plans and Specs for Hydrant Replacement Project
- Bids documents available in 3 weeks
- Preparing easement documents for City Council, waiting response from owner of 235 Storey Ave

Mr. Furnari noted the following on the Director's Report;

- Multiple meetings with Staff, Mayor and Finance Director on budgets and capital plan
- Met with Staff and New England Development regarding city utilities
- coordinating water, sewer and drainage for the upcoming road work season

Mr. Pratt noted the following on the Sewer Report;

Mr. Pratt presented the Pretreatment report on behalf of Jerry Cronin;

- Normal monthly sampling has taken place; PCI Synthesis is the only result of concern with a recurring high BOD level.
- They continue to work with a consultant

As far as the treatment plant;

- Working with Mr. Furnari and Mr. Rafferty on plant process septicity

Mr. Tuccolo noted the following on the Sewer Collections Report;

- Reviewed connection fees charged in surrounding communities with average fee of \$1,016.00

Mr. Lynch noted the following on the Water Construction Report;

- repaired Otis Place leak
- restoration of Evergreen Golf Course underway
- Hydrant Replacement Project ready to go to bid

Mr. Angelakis noted the following on the Water Operations Report;

- Reservoirs are at 94% full
- Indian Hill out 23%
- Completing Annual Statistical Report

*Commissioner Jones made a motion, seconded by Commissioner Tomasz to accept the reports as presented.*

*Vote: 5 yes*

#### **7. Sewer Pretreatment Report**

*See above – Chris Pratt update*

#### **8. New/Old Business**

Port Plaza Planet Fitness c/o Attorney Lisa Mead

See above

*West End Easement Update*

*See above – Jon Eric White update*

-Odor Control Project Update

See above

-Evergreen Commons Project Update

See above

-FY2018 Proposed Water and Sewer Budgets

See above

#### **Tour de Cure**

Organizers of Tour de Cure fundraising bike ride which is scheduled for May 21, 2017 request to route approximately 25 Tour de Cure fundraising cyclists over across the paved road adjacent to the Indian Hill Reservoir.

*Commissioner Tomasz made a motion, seconded by Commissioner Jones to permit the Tour de Cure fundraising bike ride on May 21, 2017.*

*Vote: 4 yes, 1 no (Kelley)*

#### **9. Executive Session**

See Above

#### **10. Confirm Next Meetings**

The next meeting will be held at 5:00pm at 16C Perry Way;

Wednesday April 26, 2017

Wednesday May 24, 2017

*Vote: 5 yes*

#### **11. Warrant Contract Signing**

*Commissioner Jones made a motion, seconded by Commissioner Tomasz to accept the warrants as presented.*

*Vote: 5 yes*

#### **12. Adjournment**

*Commissioner Jones made a motion, seconded by Commissioner Tomasz to adjourn the meeting at 7:30p.*

*Vote: 5 yes*

Respectfully Submitted By:

Kathleen Talkington