

Minutes of the Board of Water/Sewer Commissioners
October 18, 2017 5:00pm
DPS Administration Building – 16C Perry Way

Present Commissioners: John Tomasz, Robert Cook, Roger Jones, Brendan Coffey, Larry Kelley, Sandy Friede, Charles Kennedy
Staff:

DPS Director, Anthony Furnari
DPS Business Manager, Kathe Talkington
Sewer Chief Operator, Chris Pratt
Sewer Superintendent, Jamie Tuccolo
Water Superintendent, Ted Angelakis
Assistant Water Superintendent, Chris Hood
Water Distribution Manager, Dan Lynch

Guests:

Eric Kelley, Environmental Partners Group
Dyke Hendrickson, Daily News
Jane Snow, 9 Coffin Street

1. Mayor Holaday

Not in attendance.

2. Appointments/Customer Issues

None

3. Approval of Minutes

Commissioner Cook made a motion, seconded by Commissioner Kelley to accept the September 20, 2017 minutes.

Vote: 7 yes (Tomasz, Cook, Kelley, Jones, Coffey, Friede, Kennedy)

Commissioner Cook had two questions;

- 1. Was the \$750,000 remaining Plum Island post settlement agreement deposited? Mr. Furnari responded that yes, the transfer occurred.*
- 2. Is the Finnegan Way water main project finished? Mr. Lynch responded that yes, it is complete. Paving will take place next summer. They will also be returning to move a hydrant.*

4. Business Manager's Report

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

-Notice of potential lien went out to resident for all FY17 past dues. A total of 614 notices (approximately \$529,000) were sent compared to last year's total of \$545,000. Last year, almost half paid and approximately \$269,000 was liened in December 2017.

Commissioner Tomasz asked if there were any large amounts. There were a few large past dues, as some customers prefer to pay once per year when notices are sent.

-A new computer was installed on business office counter to aid in look ups and credit card payments for customers.

-Water enterprise fund in the red \$440,000.

-Sewer enterprise fund in the black \$309,000 with the \$675,000 budget reserve transfer from last spring.

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

Vote: 7 yes (Tomasz, Cook, Kelley, Jones, Coffey, Friede, Kennedy)

5. DPS Operations Reports

Jon-Eric White noted the following on the Engineering Report;

Mr. Furnari presented the Engineering Report in Mr. White's absence;

-Plum Island Hydrant Project is ongoing.

-West End Easement work start in a few weeks. There has been a pre-construction meeting with T. Ford.

Jamie Tuccolo noted the following on the Collections Report;

-Dawes Street sewer replacement is now complete. It took less than a week.

-Graf Road Lift Station Project is at 26' depth, which is almost at the target point.

-The department has been working on their FOG (Fats, Oils, Grease) program and would like the Board to revisit the policy and try to mirror the Board of Health as far as violations. This has not been revisited since 1998.

- Commissioner Cook asked if we are currently doing visits. Mr. Tuccolo explained that yes, the sewer department does random visits and the Board of Health does two announced inspections per year.
- Commissioner Tomasz asked Mr. Tuccolo to review and suggest changes, then forward on to the Board for review.

-Olga Way repairs from water break in progress. Ceiling tiles being replaced, drywall finished, and now painting

-AIRVAC is on site for both timing and new repeaters.

- Commissioner Tomasz asked if AIRVAC is typically here two times per year. They usually visit once, but they are also here on the warranty on the alarms.
- Mr. Furnari suggested at a future meeting, Mr. Tuccolo can show the Board the alarm technology on the big screen.
- Commissioner Friede asked about the bullet point "Flow assessment services installed meters downtown on 7/26(seven different locations) for one month to monitor the amount of flow 24/7 to better understand for future capacity; once data is collected a report with the findings will be generated." She was curious when we would see the report. Mr. Tuccolo responded that he was unsure when the findings would be released.
- Commissioner Kennedy questioned whether there was a downtown grease issue. Mr. Tuccolo responded that yes, it has been an issue. The FOG program educates and monitors the businesses. DPS also cleans downtown lines about every three months.
- Commissioner Jones asked how residents rate when it comes to FOG. Mr. Tuccolo explained that this is an issue as well, but there are no regulations on homeowners. Education is important. There was discussion on introduction of micro-organisms in the past. Commissioner Jones also asked if the sewer department skims. Mr. Tuccolo responded that yes, at the lift stations they skim. At Graf Road they often skim four loads of 1500 gallons.
- Commissioner Friede suggested educating through the newspaper. Mr. Tuccolo was receptive to the idea and noted they have educated in the past with pamphlets at schools, etc.

Chris Pratt presented the following on the Sewer Report;

-Another month at full compliance at the WWTF

-Pretreatment coordinator back this week, FOG program is about to ramp up.

-A pre-treatment survey was done 4-5 years ago. They will be doing a new survey by the end of the year. There are establishments in town that we need to have a better grasp on what they do. There needs to be a 'meeting of the minds' and better communications between departments and permitting.

- Mr. Furnari noted that the permit process is being worked on with all departments involved.
- Commissioner Cook asked about permitting breweries because of BOD (Biological Oxygen Demand). Mr. Pratt commented that they are pursuing the issue.

- Plum Island chemical moving forward and should be complete in another few weeks. It is Bioxide (calcium nitrate) – an oxygen source for bacteria so it does not go septic en route to the WWTF.
- Plant registrations done – boilers, emergency generator, etc. all registered.
- Odor Control project going well.

Eric Kelley, Environmental Partners Group updated the Board on the Odor Control Project;

- 2nd clarifier cover was delivered.
- There was an issue with the manufacturer on the perimeter ceiling of covers. Panels arrived with a slight bow and need a modification.
- Final concrete for new blower building in place – next 3 weeks building will be taking shape.
- Goal is to have the first clarifier cover moved and in service next week.
- The second clarifier cover should be in place after Thanksgiving .
- Completion date slated for March, with spring weather final work completed in April.

The commissioners asked for more detail on what the issue was with the slight bow in covers. Mr. Kelley commented that the slight bow can be remedied by additional clips at the edges as suggested by the manufacturer. They did not feel that over-tightening in shipping caused the issue. Commissioner Cook suggested that we may want to consider a greater than one year warranty. Commissioner Coffey asked how they will test the covers after the fix. Mr. Kelley explained that they will smoke test and then vacuum test. Commissioner Friede asked if there could be long term problems with clamping tighter. Mr. Kelley explained that they would not be stressing the whole panel and noticeable bowing should relax over time.

Dan Lynch noted the following on the Water Construction Report;

- Plum Island Hydrant Replacement Project is moving along nicely. They are at 17% with one crew. Eventually with two crews, they will pick up speed. They plan on working through winter.
- Mr. Lynch passed around a photo of a deteriorating valve to show the Board.
 - Commissioner Friede asked what material the valve was made of. Mr. Lynch responded that it is unknown after testing and being replaced with stainless steel.
- Hydrant flushing is almost complete, will finish this week.
 - Commissioner Kelley noted that this year he noticed exceptionally dirty water. Mr. Lynch noted that it varies by year.
 - Commissioner Friede noted the crew was very polite in the Moseley Pines area when she was walking through
- Marquand Lane had two breaks on the 10/11. The department replaced two valves.
 - Commissioner Friede asked about the replacement of outdated Corey hydrants that is ongoing. Mr. Lynch responded that the crew works on this in between jobs. There are about 100 old, and about five replaced.

Chris Hood noted the following on the Water Operations Report;

- Agresource will begin annual sludge hauling this month, followed by fall sludge pumping of lagoon No. 1.
 - Outside tanks down for annual cleaning and inspections. There were no issues.
 - Indian Hill was opened up to maintain levels in reservoir.
 - West Newbury granted an emergency permit for beaver trapping due to a dam issue.
 - Looking into labs for UCMR4 testing within next few months.
 - At the September meeting, the Commission voted to recommend the Planning Board hire Woodard and Curran to review hydrology and water supply protection issues associated with the development of the Evergreen property. The Planning Board chose Horsely Witten Group instead.
- The Board expressed disappointment in the Planning Board's decision not to go with Woodard and Curran as recommended.

Jane Snow, 9 Coffin Street

Ms. Snow commented that at last Planning Board meeting there was healthy discussion on a depression near the well caused by the City, contaminating the well, and that the developer would be improving things.

Jim Goodwin, Evergreen

Mr. Goodwin clarified what Ms. Snow heard at the Planning Board meeting. What was found was on Briggs Avenue is that there is a catch basin at the bottom of the hill. A 12" pipe comes out, untreated onto the City property where the well is in zone 1. The berm is higher there and water cannot get onto the golf course. This creates a second ILSF (Isolated Land Subject to Flooding) which is the reason the #6 test well spiked in the Mother's Day storm. In the 23 page report from Horsely Witten Group to the Conservation Commission, if the project was built according to plan there would be no problem with water or anything else. Part of the reason Horsely Witten was chosen by the Planning Board for review was because they asked for some of the same things Horsely Witten had already reviewed. The Planning Board should receive the Horsely Witten review back by the November 1st meeting.

Mr. Furnari commented DPS has not been forwarded The Horsely Witten report or anything from the Planning Board's last meeting. The commission will discuss at the next meeting after having time to review.

Commissioner Kelley commented that he has no confidence in the City in this review. It is getting out of hand.

Commissioner Friede had a question on how the process works and what if anything the Commission reviews and approves. Commissioner Tomasz commented that anything that affects the water supply, the Board gets involved with. Mr. Furnari added that Water became involved here as the site is the last area viable to test for future water supply.

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

Vote: 7 yes (Tomasz, Cook, Kelley, Jones, Coffey, Friede, Kennedy)

6. Sewer Pretreatment Report

See above – Chris Pratt update

7. New/Old Business

-Evergreen Commons Project Update

See above – Chris Hood updated

-West End Easement Update

See above – Jon-Eric White/Tony Furnari Update

-Odor Control Project Update:

See above –Chris Pratt Update

-Graf Road Lift Station Update

See above – Jamie Tuccolo update

-Plum Island Hydrant Replacement Update:

See above – Dan Lynch update

8. Executive Session:

None

9. Confirm Next Meetings

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

Wednesday November 15, 2017

Vote: 7 yes (Tomasz, Cook, Kelley, Jones, Coffey, Friede, Kennedy)

10. Warrant Contract Signing

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

Vote: 7 yes (Tomasz, Cook, Kelley, Jones, Coffey, Friede, Kennedy)

-Commissioner Friede had a few questions on warrants that the Commission was signing. In particular, she questioned the large invoices paid on the Capital Improvements warrant. Mr. Pratt responded that many of these invoices are contractual, and for work that has been completed/materials delivered. Payment requisitions are submitted and reviewed. Mr. Furnari added that the itemized bills are reviewed and signed by appropriate managers/Director. Ms. Friede thought it might be helpful to know what percent complete the project is when paying invoices. This is especially important on the final invoice for a project. Ms. Talkington noted that the Business Office would try to accommodate comments and also invited Ms. Friede or any Commissioners to review the process with the Business Office anytime.

-Commissioner Kennedy has questions on the AWWA and NEWWA invoices paid. These invoices were for membership and courses.

-Ms. Friede also had questions on National Grid bills fluctuating month to month. Ms. Talkington noted that Water and Sewer receive solar credits on some of these bills that could affect the bills with fluctuation.

11. Adjournment

Commissioner Jones made a motion, seconded by Commissioner Coffey to adjourn the meeting at 6:00p.

Vote: 7 yes (Tomasz, Cook, Kelley, Jones, Coffey, Friede, Kennedy)

Respectfully Submitted By: Katie Mahan