

MINUTES OF MEETING OF BOARD OF SEWER COMMISSIONERS

Date of Meeting: May 16, 2019
Date of Transcription: May 23, 2019
Transcribed by: Colleen Malone

1. MEETING TO ORDER

Commissioner White called the meeting to order at 6:30pm

2. ROLL CALL

Sewer Commissioners Present: Malcom R. White
Donna M. Bronk
Peter G. Dunlop
Sandra L. Slavin

Sewer Commissioners Absent: James R. Giberti

Also Present: Guy Campinha, Sewer Superintendent
Ellis Bailey, Procurement/WPCF Business Mgr.

3. APPROVAL OF MEETING MINUTES

April 18, 2019

MOTION: Commissioner Slavin motion to accept April 18, 2019 Board of Sewer Commissioners Meeting Minutes with revision. Chairman Dunlop seconded.

VOTE: 4-0-0

Discussion took place about Commissioner White remaining Co-Chairman of Board of Sewer Commissioners. All board members in agreement.

4. SEWER BUSINESS

No business

5. SEWER SUPERINTENDENT'S REPORT

- 1) **Swifts Beach**- Mr. Campinha updated that it is going slowing, doing about 15 ft. a day. All that is left is to realign it.
- 2) **Merchants Way**- Mr. Campinha advised that this project should wrap up prior to Oyster Festival and Memorial Day weekend. Finishing up with some leaks found at the end of Merchants Way.
- 3) **Cohasset Narrows**- Mr. Campinha advised that a bypass be put in; just have to recoat the driveway for the family at the address where the easement is.
- 4) **Hynes/Lopes Field**- Mr. Campinha explained all that was left was the raking and seeding of the field. Also, finished sidewalk and met requirements with ADA (Americans with Disabilities Act) for handicap accessibility. Mr. Campinha has found that water gathers in that area that could pose a problem for wheelchairs so is looking into a way to fix that.
- 5) **Cranberry Highway Construction**- Mr. Campinha discusses he spoke with manager for Landers. Landers is hoping to have the drainage done within 1 year. Mr. Campinha expressed interest in using their road as a bypass. Planning is involved, have to meet with Congressman Keating's Office to look for funding and see if any available with state that WPCF can use. To save money Mr. Campinha would like to piggyback projects.
- 6) **Minot Forest School**- Mr. Campinha recommends drop the EDU (Equivalent Dwelling Units) to one (1), effective immediately. The building is currently not used; however, the water is connected. Per the policy cannot stop billing because water is connected, so drop to one EDU until water is off, and then cease billing until new school built.

MOTION: Commissioner Dunlop motion to reduce EDU to one (1) at Minot Forest School effective 2/2019. Commissioner Bronk seconded.

VOTE: 4-0-0

- 7) **Sea St**- Mr. Campinha explains that this is a three-phase process. DCAMM (Division Capital Asset Maintenance Management) certification needed. The phases are
 - a. **Evaluate**- BETA sent out letter for evaluation
 - b. **Develop a plan**- Get a plan in place based on evaluation
 - c. **Repair**- Put the plan in motion and begin repairingMr. Campinha and the board discuss findings with the manhole on Sea St and how it has sunk. To get the water away from these manhole covers there is going to be a silk barrier put in place from Cod to Sea St. From there WPCF will dig everything up and inspect it thoroughly.

Marine Fisheries, MA DEP, and DCAMM State Organization are all involved. Fecal tests currently conducted. The numbers are fantastic, the testing is being done on Marine Fisheries recommendation to make sure there are no leaks in the pipes.

Mr. Campinha states the biggest problem he foresees in this project is the staging. This area in town is tight quarters and needs to plan out where to put trucks, trailers, and equipment. Logistically this is a major concern.

Discussion takes place between the Board and Mr. Campinha on the seven manhole covers involved. BETA report is funded through the \$600,000 that was approved at Town Meeting on a special. This current amount is the best estimate on fixing this area. Mr. Campinha clarifies we do not know the damage to these pipes until everything is dug up and we evaluate the situation.

Commissioner Bronk expresses concern on doing this digging during the summer and thought might be best to hold off. Mr. Campinha explains that if WPCF does not do something immediately we do run the risk of a catastrophic event happening and the Bay will be contaminated. Mr. Campinha understands the inconvenience. Mr. Campinha will speak with Police and Emergency Response to make best plan.

Commissioner White asks if there are start and end dates for this project. Mr. Campinha wants to start by end of following week. As of right now, there is no exact duration but the expectation is roughly three weeks.

6. BUSINESS MANAGER'S REPORT

Mr. Bailey discusses budget. Points out that 78% of budges has been used and we are at 83% of the year, in good standing with budget. Mr. Bailey shows where the savings are found throughout the budget.

WPCF has not used much of Capital per Mr. Baileys report; discussion took place on the new 6-inch trash pump and how well it works. It is very quiet and doing a great job.

Mr. Bailey then proceeds to discuss the roof bids. One bid came in at about \$188,000 which was \$40,000 less next to the next qualified bidder. Commission Slavin wants clarification on how much approved for this project and how many roofs are in question. Mr. Bailey answers that \$215,000 was approved and there are four roofs in question; two septage buildings, a garage and a watering building.

7. UNFINISHED BUSINESS AND GENERAL ORDERS (Unanticipated Items)

- 1. Sump Pumps-** Mr. Campinha pleads to public not to hook sump pump up to Town Sewer. Between the sump pumps and the rain, the basins are $\frac{3}{4}$ full. This is overwhelming the back end of the plant. Commissioner Slavin points out that this is on Commissioner Giberti agenda to discuss how to handle this with Town Council. The Board and Mr. Campinha then discuss having the Chairman of the Selectmen, The liaison to the Sewer Commissioners Board and Town Council to come to a meeting and discuss and get answers to what can be done about sump pumps. All agree that this is a good idea. They also want to get the questions to all invited so there could be some research done

prior to meeting. The questions are; what initiative can be done with residents not hooking up to Town Sewer? What action can take place to residents who hook sump pumps up to Town Sewer? A tentative invite for June 20, 2019 meeting is in place. Commissioner Dunlop advises he will speak with Commissioner Giberti to initiate invite.

2. **Stone Path-** Mr. Campinha advises that the report is scheduled to wrap up by end of the week. GHD is at the end of the contract, the last thing they are doing is the specifications for the wet well.
3. **Homes not connected to Town Sewer-** Tabled until meeting with Town Council, Liaison and Chairman of Selectmen meeting, tentatively June 20, 2019. Also discussed, the Board would like a packet made of what exactly WRA (Wareham Redevelopment Authority), formerly CEDA, does and how it can help residents not able to afford hook up. Commissioner White requests Mr. Bailey to have this ready for June 20, 2019 meeting.
4. **EDU (Equivalent Dwelling Unit) -** Discussion between Board and Mr. Campinha on Commercial/Industrial EDU is the question area, which is where most equity is. Need to figure out how to bill correctly and most efficiently. Commissioner Slavin wants clarification on if EDU rate goes up, what percentage is put aside for Capital. All in agreement that a percentage should be put aside, no actual amount stated. Commissioner White requests a report once or twice a year on the trend of billing EDU, he would rather stay ahead of the game because with no funds to fix repairs. Mr. Campinha states that Town of Wareham taxes increase 2 ½ % each year no matter what because charges to Town are increasing. Mr. Campinha questions why WPCF rates should not increase as well. Mr. Bailey makes a point that even though WPCF is not in the red budgeting wise, prior to Mr. Campinha being Director of WPCF, planned maintenance/ preventative was not looked at. Commissioner White points out that he does not want to see the sewer rates increase automatically each year. Board agrees. Mr. Campinha points states he does not want to be caught without funds for repairs, running the facility or if anything catastrophic fails.

Commissioner Dunlop asks, "Why Warren Environmental cannot be put on a contract, why are we using BETA?" Mr. Campinha answers that is a procurement issue. We would then have to be educated in oversight and train staff. Procurement wise it is difficult to have one company sourced for that amount of time and money. It is something that could be worked towards, however would be difficult. Commissioner White states that engineer is held to qualifications and building codes and takes the responsibility and liability off WPCF.

8. NEW BUSINESS

9. NEXT MEETING DATE AND TIME

June 6, 2019 6:30 PM – RM 27

10. ADJOURNMENT

MOTION: Commissioner Bronk motion to adjourn. Commissioner Dunlap seconded.

VOTE: 4-0-0

Meeting adjourned at 7:37pm

Respectfully submitted,

Colleen M. Malone
Department Assistant

Attest: _____

Sandra L. Slavin, Clerk

BOARD OF SEWER COMMISSIONERS

Date Signed 8/1/19

Date sent to the Town Clerk _____