

## **MINUTES OF MEETING OF BOARD OF SEWER COMMISSIONERS**

Date of Meeting: July 27, 2017  
Date of Transcription: August 14, 2017  
Transcribed by: Rebecca Benitez-Figueroa

### **1. MEETING TO ORDER**

The meeting was called to order by Chairman Giberti at 6:30 pm

Chairman Giberti appointed Commissioner Donna M. Bronk as Clerk, pro temp.

### **2. ROLL CALL**

Sewer Commissioners Present: James R. Giberti  
Donna M. Bronk  
Peter G. Dunlop

Sewer Commissioners absent: Susan J. Sweeney  
Malcolm R. White

Also present: Guy Campinha, Sewer Superintendent

### **3. APPROVAL OF MEETING MINUTES**

a) July 13, 2017

**MOTION:** Commissioner Bronk moved to accept the meeting minutes of July 13, 2017 as written. Commissioner Dunlop seconded.

**VOTE: 3-0-0(Unanimous)**

### **4. CITIZENS PARTICIPATION**

Present: Sandra Assad for discussion of 7 Elm St.

### **5. SEWER BUSINESS**

a) Sewer Usage Billing – 1<sup>st</sup> half of FY2018

**MOTION:** Commissioner Bronk moved to send the commitment for the 1<sup>st</sup> half of the FY18 Sewer Users Bills in the amount of \$2,788,761.13 to the Town Treasurer/Collector. Commissioner Dunlop seconded

**VOTE: 3-0-0 (Unanimous)**

### **6. SEWER SUPERINTENDENT'S REPORT**

a) Request for Quote (RFQ) – on call commercial electrician services  
Mr. Campinha explained the RFQ results and his recommendation to the Town Administrator that Multi State Electric be awarded the quote. Brief discussion ensued.

## SEWER COMMISSIONERS MEETING MINUTES - 7/27/2017 (CONT'D)

**MOTION:** Commissioner Bronk moved that the Board sign the Contract Policy form for Multi State Electric for on call electrician services. Commissioner Dunlop seconded at stipulated amount.

**VOTE: 3-0-0 (Unanimous)**

b) Request for Qualifications (RFQ) for professional engineering services

Mr. Campinha reported that there were 8 responses received and that Commissioner White and Charles Rowley to review and vet submissions for recommendation. Brief discussion ensued.

c) Articles for Fall Town Meeting Warrant

Mr. Campinha reported that he may need to prepare articles for submission for the Fall Town Meeting warrant for: 1) sludge removal cost increase. Brief discussion ensued.

d) 153, 157, 161 Cromesett Rd

Mr. Campinha stated briefly that he would be meeting with Town Counsel to review suggested options submitted by Mr. Levitt regarding sewer tie in.

**AN ASIDE:** Commissioner Bronk questioned the status of properties not tied into sewer. Chairman Giberti requested an update at a future meeting.

e) Routes 6 & 28 camera inspections

Mr. Campinha reported that one half of the inspections of structures and manholes is completed as part of the State's project for Routes 6 & 28 from Red Brook Rd to Cranberry Plaza. The State will do the work of replacing any manhole covers that need to be replaced during the road reconstruction as long as they are provided by the Town. Mr. Campinha also briefly mentioned as part of the I & I project all manholes are to be inspected by the end of the year. It was discovered that many of the problems with cracked pipes are caused from tree roots. Any property owner on Town sewer with root problems, upon request, will be provided with a product to help kill the roots.

f) Newsletter with sewer usage billing

The newsletter to be included with next billing cycle will include information for grinder pump owners of what to do in the case of emergency power outage. WPCF will provide generator service to allow the grinder pumps to continue working during the power outage. Contact telephone numbers of managers will be included in the newsletter.

g) Outfall status

The \$200,000 grant for the outfall project is completed. Mr. Campinha and engineers met with the Dept. of Transportation for submission of the railway survey, which was well received by the State. At the next meeting in September, the State will make suggestions as to locations for the easements. The Woods Hole Oceanographic Institute's determination was that the amount of

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nitrogen (3 ml per 10 million gallons of water per day) that would be entering the canal through the outfall would have no negative effect on the water quality of the canal.

### h) Biomedica Grant application

Mr. Campinha explained the concept of increasing the plant capacity without structural improvements, especially after the outfall has been relocated to the Cape Cod Canal. A grant application for this project has been submitted. Brief discussion ensued.

Chairman Giberti questioned if Greasezilla is connected to SCADA. Mr. Campinha responded not at this time.

## **7. UNFINISHED BUSINESS AND GENERAL ORDERS (Unanticipated Items)**

### a) Discussion of Policy Updates and Consolidations

Postponed until next meeting

### b) 7 Elm Street

Mr. Campinha presented the Board with copy of an agreement with the Assads (property owners) prepared by Town Counsel. Town Counsel recommends that the Sewer Commissioners authorize Mr. Campinha to sign the agreement on behalf of the Board. Ms. Assad questioned how to have the electrical service changed to Assad and how to remove the delinquency in order to proceed with the permitting process. Mr. Campinha stated that the electric company may contact him and for Ms. Assad to address the removal of the delinquency with Town Counsel.

**MOTION:** Commissioner Bronk moved that the Board accept the agreement and authorize Mr. Campinha to sign the agreement. Commissioner Dunlop seconded.

**VOTE: 3-0-0 (Unanimous)**

## **8. NEW BUSINESS**

### a) Agreements for approval

#### 1) D.R. Warren Enterprises Limited Partnership

**MOTION:** Commissioner Bronk moved that the Board sign the Contract Policy form for D.R. Warren Enterprises Limited Partnership for office trailer rental. Commissioner Dunlop seconded.

**VOTE: 3-0-0**

#### 2) Granicus, Inc.

**MOTION:** Commissioner Bronk moved that the Board sign the Contract Policy form for Granicus, Inc. for services for website creation. Commissioner Dunlop seconded.

**VOTE: 3-0-0**

## **9. LIAISON REPORTS**

(none)

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**10. NEXT MEETING DATE AND TIME**

The next scheduled meeting date August 17, 2017 at 6:30 p.m. and future meeting date of August 31, 2017

**11. ADJOURNMENT**

**MOTION:** Commissioner Dunlop moved to adjourn. Commissioner Bronk seconded.

**VOTE: 3-0-0 (Unanimous)**

Respectfully submitted,

***Rebecca Benitez-Figueroa***  
Department Assistant

Attest: \_\_\_\_\_

***Donna M. Bronk, Clerk pro temp***  
BOARD OF SEWER COMMISSIONERS

Date Signed: *Donna M. Bronk*  
*9/14/2017*

Date sent to the Town Clerk *9/13/2017*