

MINUTES OF MEETING OF BOARD OF SEWER COMMISSIONERS

Date of Meeting: September 14, 2017
Date of Transcription: September 25, 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 Peter G. Dunlop as Clerk, pro temp.

2. ROLL CALL

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

Sewer Commissioners absent: Susan J. Sweeney

Also present: Guy Campinha, Sewer Superintendent

3. APPROVAL OF MEETING MINUTES

a) July 27, 2017

MOTION: Commissioner Bronk moved to accept meeting minutes of the July 27, 2017 as written. Commissioner Dunlop seconded.

VOTE: 3-0-1 (Commissioner White abstained)

b) August 31, 2017

MOTION: Commissioner Dunlop moved to accept the meeting minutes of August 31, 2017 as written. Commissioner White seconded.

VOTE: 3-0-1 (Commissioner Bronk abstained)

4. SEWER BUSINESS

1. Abatements

a) 208 High St. – Account No. 738030 – Map 61, Lot 1104

MOTION: Commissioner Dunlop move to grant an abatement for sewer usage billing for 208 High St., Account No. 738030 in the amount of \$248.35 for FY18 1st half Sewer Usage Billing as recommended. Commissioner White seconded.

VOTE: 4-0-0 (Unanimous)

2. Vote on 1st Quarter Bourne IMA Billing

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MOTION: Commissioner Dunlop moved to approve the commitment for the 1st Quarter Bourne IMA billing Sewerage Usage fee in the amount of \$89,698.42.
Commissioner White seconded.

VOTE: 4-0-0 (Unanimous)

2. Discussion of sludge disposal costs

Chairman Giberti questioned why the amount of sludge disposal had increased from previous year. Mr. Campinha explained that at the opening of the bid, the lower bidder did not comply with all the submitted requirements of the bid. Therefore, the lower bid could not be accepted. The current agreement is only for 1 year, rather than a 3 year contract. Discussion continued concerning annual sludge disposal costs comparison.

5. SEWER SUPERINTENDENT'S REPORT

a) Right of 1st refusal to purchase – 3252 Cranberry Hwy.

Mr. Campinha submitted a letter from the owners of 3252 Cranberry Hwy of 1st right of refusal to purchase the property that abuts the Cohasset Narrows pump station. He further explained that the property includes a dock that could be of value to the Harbormaster. The Enterprise Fund could make the purchase. Before proceeding with all the other requirements of possible purchase, the support of the Sewer Commissioners would be needed. Brief discussion ensued. The Board unanimously supports the potential of purchase.

MOTION: Commissioner Bronk moved that Mr. Campinha send a letter of response to the property owners expressing interested in the possibility of potentially accepting their offer of first refusal. Commissioner Dunlop seconded.

VOTE: 4-0-0 (Unanimous)

b) WEFTEC Conference

Mr. Campinha explained that the conference will be held in Chicago from October 1 through October 4, 2017 at a cost of \$1,500 and would like the Board's approval to attend.

MOTION: Commissioner Bronk moved to approve Mr. Campinha's attendance at the WEFTEC Conference in Chicago from October 1 through October 4, 2017.
Commissioner White seconded.

VOTE: 4-0-0 (Unanimous)

c) Upcoming projects

Mr. Campinha reported the following projects:

- continued inspections of manholes on Routes 6 & 28 will begin next week
- cameraing the following areas: Shell Point, North Blvd, Oneset Heights, Indian Mound Beach, Rose Point, Pinehurst Beach. Inspections will continue until November. At times, if needed, there will be police details controlling traffic flow.
- Cleaning and inspection of tanks scheduled for November
- Take down the clarifiers in December or January – weather permitting

SEWER COMMISSIONERS MEETING MINUTES - 9/14/2017 (CONT'D)

- Equalizing basins are done and are cleaned daily
- New employee starting on September 26th will work with current employee and there only task is to work on the pump stations and resolve, as many as possible, the problems found.

6. UNFINISHED BUSINESS AND GENERAL ORDERS (Unanticipated Items)

a) Discussion of Policy Updates and Consolidations

Commissioner Dunlop raised the question if the draft revisions should be considered without a full Board being present. Discussion continued regarding suggested changes/revisions. The issue of the Residential Permit fee was discussed at length.

b) Discussion of SERVPRO agreement

Mr. Campinha explained that if there is a sewer backup into a home, caused by WPCF jet rodding, he would send in a professional cleaning company to clean and sanitize the property. The cost is approximately \$500 per structure as needed. If there is a substantial problem which would require more work, e.g. flooded basement, then the matter is referred to the insurance company.

Other Business

a) RFQ – on call engineering services

Chairman Giberti requested additional information regarding the RFQ. Mr. Campinha edified the Board of the process and the current status. Town Counsel is reviewing a general contract.

b) Pre-treatment coordinator

Discussion regarding the work of the pre-treatment coordinator and accomplishments to date.

c) User Rates

Commissioner Bronk questioned the status of working on the sewer user rates. Chairman Giberti responded that information from the water departments had been difficult to obtain and has since been obtained. Also the need for IMA agreements with each of the water districts still needs to be done by the Board of Selectmen.

d) Status of properties not connected to sewer

Commissioner Bronk questioned the status of the property owners not tied into sewer. Mr. Campinha stated that there is some movement with applications for sewer connections.

7. NEW BUSINESS

(None)

8. NEXT MEETING DATE AND TIME

The next scheduled meeting date September 28, 2017 at 6:30 p.m.

11. ADJOURNMENT

MOTION: Commissioner Bronk moved to adjourn. Commissioner White seconded.

VOTE: 4-0-0 (Unanimous)

SEWER COMMISSIONERS MEETING MINUTES - 9/14/2017 (CONT'D)

Respectfully submitted,

Rebecca Benitez-Figueroa

Department Assistant

Attest: _____

Peter G. Dunlop, Clerk pro temp

BOARD OF SEWER COMMISSIONERS

Date Signed: *Peter G. Dunlop* *9/21/17*

Date sent to the Town Clerk *9/21/2017*