

MINUTES OF MEETING OF BOARD OF SEWER COMMISSIONERS

Date of Meeting: December 1, 2016
Date of Transcription: December 12, 2016
Transcribed by: Rebecca Benitez-Figueroa

1. MEETING TO ORDER

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

2. ROLL CALL

Sewer Commissioners Present: James R. Giberti
Malcolm R. White
Peter G. Dunlop
Susan J. Sweeney

Commissioners Absent: Donna M. Bronk

Others Present: Guy Campinha, Sewer Superintendent

3. APPROVAL OF MEETING MINUTES

a) November 17, 2016

MOTION: Commissioner Sweeney moved to accept the Board of Sewer Commissioners November 17, 2016 Meeting Minutes as written. Commissioner Dunlop seconded.

VOTE: 4-0-0 (Unanimous)

4. SEWER BUSINESS

a) Report and recommendations of the Abrahams Group

Present: Mark Abrahams

Mr. Campinha reported that he had taken some enterprise classes from Mr. Abrahams and that Mr. Abrahams has helped with other projects for the Sewer Enterprise that were grant funded projects. However, this evening he is here specifically to report on Financial Reporting project for the Sewer Enterprise Fund.

Mr. Abrahams presentation shows the assets and liabilities for all of the Enterprise Fund accounts including some project specific accounts but primarily focuses on the Operating Fund and the Capital Fund accounts. The summary of his report is the Sewer Enterprise Fund has \$6,972, 842.00 in undesignated retained earnings that have been certified by the State Department of Revenue at this time.

The presentation continued with a lengthy discussion about Capital Improvement Projects and how to create a long term financial plan for the Enterprise Fund.

5. SEWER SUPERINTENDENT'S REPORT

a) Change Orders

Change order for the Swifts beach project are presented because of the collapsed pipe for an additional cost of \$31,000.00. This entailed drilling 18ft and pumping grout around the collapsed pipe to seal. This was an additional cost to the original contract but still a great cost savings instead of digging up the street to repair the pipe.

Change orders for the relining of the aeration tank when a support beam was discovered to have a hole in it. This was in addition to the original project at an additional cost of \$12,000 is for two (2) concrete decks under each of the basins. The 2nd change order is for the removal of the coal tar from a wall in the aeration tank at a cost of \$7,500.

b) Proposal for IMA accounting

Mr. Campinha presented a proposal from The Abrahams Group for the IMA accounting for the Board's review. The contract to be placed on the next meeting agenda for discussion and approval.

c) WPCF FY2017 Budget

Mr. Campinha presented the Board with copies of the 2017 budget for consideration and future discussion. Review and discussion of the proposed FY2017 budget to be placed on the next meeting agenda.

d) Bid Results for Viking Dr. sewer pipe cleaning and relining

The bid for the cleaning and relining of the Viking Drive sewer pipe for \$345,000.00 was won by A.W. Maintenance, Inc. Mr. Campinha presented a video of the pipe showing the leaks and further explained the project.

e) Clarifiers

Mr. Campinha met with New Bedford and Middleboro and Fairhaven to view their primary clarifiers and would like to set up tours for the board to view the primary clarifiers. He requested that the Commissioners email him dates that they would be available for the tours. Mr. Campinha shows the board the technology he saw in New Orleans about Primary Clarifiers the cost of these would be approximately 1.3 million dollars opposed to 13 million dollars for traditional ones.

f) Greasezilla

Mr. Campinha reported that he met with town of Yarmouth about a possible partnership in Greasezilla because of their situation in cost of sending grease out. Yarmouth officials would like to meet with the Commissioners about the proposal for partnership.

6. UNFINISHED BUSINESS AND GENERAL ORDERS (Unanticipated Items)

a) Reconsideration and vote on Contract Policy (adopted Nov. 3, 2016)

Change of wording of the contract policy was discussed. Suggested wording: upon approval of Town Counsel all contracts will be recommended to the Board of Sewer Commissioners. Contract will be given to Town Accountant for verification of money. Final contract will be given to Procurement Officer for approval. **NOTE:** Commissioner Sweeney to retype policy showing new language for discussion and revote at next meeting.

7. NEW BUSINESS

Commissioner Dunlop requested policy discussion for next meeting to include the following:

Policies: 1,3,7,8, 9, 10, 14, 16 for consolidation.

#1 Gravity Main Sewer Connections, #3 Sewer Connection Fee #7 Connection Fee for Industrial Park Business, #8 Connection to Sewer Line #9 Designation of Agent for Sewer Connection, #10 Sewer System Development Charge, #14 Sewer Connection Fees and Applications, #16 Sewer Fees (w/Amendments)

Policies: 2, 4, 6 for consolidation

#2, Residential Connections to Sewer Force Mains, #4 Commercial/Industrial Connections to Sewer Force Mains, #6 Community Septic System Betterment Program.

Policies: 5, 20, 23 for consolidation

#5 Wareham Sewer Bill, # 20 Wareham Sewer Policy-Abatements-Single Water Service, #23 Abatement Evaluation Policy (BOSC)

Policies: 11 and 22 for consolidation

#11 Seating Capacity/EDU , #22 Sewer User Rates

Policies: 13, 18, 19, 21 & 24 for discussion

8. NEXT MEETING DATE AND TIME

The next meeting scheduled for December 15, 2016 at 6:30 p.m.

NOTE: Future meeting dates: January 5, January 26, February 9, February 23, March 9 and March 23, 2017

9. ADJOURNMENT

MOTION: Commissioner Dunlop moved to adjourn. Commissioner Sweeney seconded.

VOTE: 4-0-0 (Unanimous)

SEWER COMMISSIONERS MEETING MINUTES -12/1/2016 (CONT'D)

Respectfully submitted,

Rebecca Benitez-Figueroa

Department Assistant

Attest: 

Susan J. Sweeney, Clerk

BOARD OF SEWER COMMISSIONERS

Date Signed: 1/5/2017

Date sent to the Town Clerk: 1/9/2017