



PSC MEETING MINUTES OF January 16, 2018

In attendance: John Struzziery

Commissioners: Rick Mattila
Richard Booth
Lou Collins
Peter Pyclik

Financial Assistant: Carol O'Connor

Meeting called to order @ 4:34 pm by Rick Mattila

Accept Minutes of December 12, 2017

Lou Collins made the motion to accept the minutes as amended seconded by Peter Pyclik
Unanimous Vote

Open Meeting Law

The open meeting law was updated in October. Changes include: that a new commission member be given a five year history of any meeting law violations, the commission is required to meet within 14 days if a complaint is received, minutes must be posted within 30 days or within the next three public body meetings whichever is later.

Role of the Sewer Commission The Commissioners continued the discussion on what their specific roles and responsibilities are. Richard Booth will reach out to Jim Lampke on existing documentation. Peter Pyclik noted that it is better to keep the scope broad in nature so as to not limit their options. The Commission will invite Town Manager, Phil Lemnios to a Commission meeting after the Special Town Meeting and Budget Process.

Regional Meeting of 1/10/18: This meeting was attended by the recently appointed Scituate Town Administrator Jim Boudreau and Lou Rizzo of Senator Patrick O'Connor's office. The regional efforts for Hull, Cohasset, and Scituate to date were briefly summarized for Mr. Boudreau. The main data set being utilized for the Viability Study is the GIS mapping effort. This data is the basis of all parcels included in the assessment, including land use, land area, zoning, existing building sizes for commercial/industrial and these datasets are used to calculate current and build out flows. This flow analysis will lead to a technical needs analysis, followed by a Cost Benefit Analysis.

Also discussed at this meeting was the cost of the full regional plan that will be supported by the Efficiency and Regionalization Grant. The full cost of the three phase regional study is estimated to be \$500,000 with the first phase to be covered by the grant of \$200,000. Each Town will budget 100,000 in fiscal year 2019 to cover the next two phases.

Director's Notes:

Pump Station 3 Force Main Repair: The DCR permit for corrosion testing and test pits along the force main was received. This work will get completed when the weather permits.

Capital Expenditures:

In order to better understand why the waste sludge in the Secondary Clarifier is creating a short circuit a push camera was used. There appears to be a hole in the pipe right at the bend near the bottom of the pipe. Various ideas are being pursued for this difficult repair.

The influent pumps isolation valve project was completed and was on budget.

The proposal from W&C for the design of Gunrock sewer improvement project was approved.

General Business: The January 4th storm event and the extreme cold created challenges at the plant. The mechanism on the secondary clarifier froze and salt and hand work with tools was done to try and prevent issues. We were able to remain in permit compliance

Woodard & Curran: (reports attached to permanent record minutes)

The Commission reviewed the report and didn't have any questions on the report.

Financial Reports: (report attached to permanent record minutes):

Carol reviewed the year to date financials for fiscal year 2018. Cohasset has diverted additional flow back to their plant and this will result in a revenue shortfall of approximately \$50,000.

A portion of the Woodard operations contract includes approximately \$410,000 for asset management and at this time it appears that they will require additional funds for maintenance and repairs. We reviewed the costs and projected costs and have moved the masonry work, the D Box, the Concrete and Sluice Gate frame repair and the Plant Water pump costs from the operating account to the recovery bond. The work on structural repairs at the pump stations and video system for the plant and pump stations will be done in the next contract year.

Preliminary FY 2019 Budget: The Commission continued reviewing the preliminary 2019 budget assumptions. The new initiatives currently included in the assumptions are:

- The new SRF debt to fund the Interceptor Project, the Gunrock Rehabilitation, the Rehabilitation of Force Main 3, the Sewer System Evaluation Survey (SSES), work on the clarifier, critical spare parts, resiliency planning and Reliability Centered Maintenance.
- The new traditional debt to fund an Inflow and Infiltration (I&I) study, a Vactor/TV truck, the auxiliary pump, the town portion of the cost of the HVAC system (if we receive the MEMA grant) and the design engineering for future applications for projects to be funded by SRF
- Funding for Regionalization Study
- The costs associated with changing to quarterly billing versus semi-annual billing
- An increase to the W&C contract for chemicals and the asset management accounts.
- The addition of staff for engineering and inspectional needs.

The Commission reviewed the impact to the rate based on the current methodology and the impact of creating a base rate for each account to cover current costs. The commission is looking for options to cover current costs plus add funds for future debt/capital costs. The sewer department is working with the consultants on a rate analysis and various methods will be developed and provided to the commissioners.

Meeting adjourned at 6:15 pm by Rick Mattila