



## **PSC MEETING MINUTES OF March 28, 2018**

In attendance: John Struzziery

Commissioners: Rick Mattila  
Richard Booth  
Peter Pyclik  
Lou Collins

Financial Assistant: Carol O'Connor

Meeting called to order @ 4:30 pm by Rick Mattila

### **Accept Minutes of February 28, 2018**

Peter Pyclik made the motion to accept the minutes as amended seconded by Richard Booth  
Rick Mattila, Richard Booth, Peter Pyclik Voted to approve the minutes, Lou Collins abstained

### **Role of the Sewer Commission**

Richard Booth reviewed a section of the MGL and looked at the role of the Commission in Fitchburg, as an example of a Commission's role. Peter Pyclik noted that it is better to keep the scope broad in nature so as to not limit their options.

### **Director's Notes:**

#### **Interceptor and Gunrock Area CCTV:**

Work is continuing for this project. No significant changes in condition assessment have been found.

**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 in March/April time frame when the weather permits. If it is determined that the pipe is not corroded then we will not need to rehabilitate this line and effort will be redirected to other needs.

**Funding:** In January we were informed that we placed on the Intended Use Plan for SRF funding to support the interceptor renewal, the Gunrock/Atlantic Ave project, Force Main 1 and 3 projects (if needed), critical replacement needs, and the resiliency centered maintenance projects. The Town Meeting Warrant will include articles for these projects at the May Town Meeting. The SRF funding provides for lower interest loans. John Struzziery informed the Commissioners that he is attending the Advisory Board meeting on April 9, 2018 to discuss the warrant articles. After the Advisory Board reviews the articles the anticipation is that public meetings will be held to seek support from the public on the capital needs of the Sewer Department. The members of the Commission are willing to participate in this effort. Richard Booth asked if the Commissioners could view the work that needed to be done on the force main and the interceptor. As this work is all underground in the pipes there isn't anything to view. The Commissioners will be provided with the report on the Gun Rock assessment.

We did not receive the FEMA Hazard Mitigation Assistance Grant for the HVAC/Electrical upgrade. It appears that most of the funding was directed to planning projects versus construction projects. It was

also noted that due to the size of the Hull population that this \$6.3M project did not meet cost/benefit criteria.

**Underground Storage Tank:**

A new temporary above ground storage tank has been provided while the plans to remove the old underground storage tank are in process. It is expected that the underground storage tank will be removed in June.

**March Storms:** There were three Nor'easters in March and plant operated on high flow management mode. Overall the plant did not suffer any significant issues during the storms although on March 2<sup>nd</sup> there was an overflow of treated water from the chlorine contact tank due to the high flow from the tidal surges and the rain.

The influent gate was utilized to control flows at the plant. Woodard provided staffing 24/7 and performed admirably throughout these storms. Woodard has submitted a request for reimbursement of the additional costs incurred during the events of approximately \$47,000.

**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. The Sewer Department employees 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. In addition, the sewer department is incurring costs for design engineering for the interceptor project and the force main project to meet the requirements of obtaining SRF funding (low interest loans). These costs will be covered by some savings in the energy costs and not utilizing the capital line item.

**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 sewer department is working with the consultants on a rate analysis and various methods will be developed and provided to the commissioners when completed. The current thinking is to change the methodology to incorporate a monthly base charge to each account to have a more stable revenue flow.

Meeting adjourned at 5:35 pm by Rick Mattila