



## **PSC MEETING MINUTES OF September 19, 2017**

In attendance: John Struzziery

Commissioners: Rick Mattila  
Richard Booth  
Lou Collins

Financial Assistant: Carol O'Connor

Meeting called to order @ 5:02 pm by Rick Mattila

### **Accept Minutes of June 20, 2017**

Lou Collins made the motion to accept the minutes seconded by Richard Booth.

Unanimous Vote

The Commissioners discussed that going forward they would like to focus on strategic issues versus reviewing the detailed monthly operational items. The Commissioners stated that the monthly reports they receive from Woodard are detailed and thorough and therefore the Woodard staff does not need to provide a verbal report. If the Commissioners have any questions on the reports, John Struzziery will follow up with Woodard.

The Commissioners would like a document that clearly identifies their roles and responsibilities.

Rick Mattila asked that the sewer page on the website be reviewed and updated as needed. The web site needs to be updated to state the meetings are at the plant and the link for the sewer commissioners needs to be populated.

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

**MWRA Connection:** The MWRA has not gotten back to us. John followed up again but it is now believed that they are not interested and we are dropping this from further consideration

**CMOM:** The CMOM corrective action plan was submitted on 7/31/17

**Influent Gate:** The gate is scheduled to be delivered in mid October. Woodard and Curran is soliciting bids for the installation and the permit for the gate is going to DEP

**Auxiliary Pump/Godwin Pump:** We did not receive from the CZM a coastal resiliency grant for this project. Rick Mattila asked about the cost of the project since we did not receive the grant. The project will be funded by the recovery bond.

**Asset Management Plan:** The executive summary of the asset management plan was reviewed. This plan ranks each item by risk. The collection system is the number 1 concern. As this plan is refined meetings with the public will be held. We have applied for State Revolving Fund (SRF) for some of the critical needs. If the state approves the application, the interest rate on the needed debt will be lower than traditional bonds.

**Process Review:** The fiscal sustainability plan (FSP) includes a review of process changes. The Moving Bed Biological Reactor (MBBR) along with three Dissolved Air Flotation (DAF) units appears to be the favorable alternative. This change would eliminate all mechanical and electrical that would be damaged by flooding by relocation above elevation 12. This would also eliminate the primary clarifiers and one of the secondary clarifiers. There would be a high initial capital cost and justification for the change will be considered if we move to regionalization.

**CCTV:**

A push camera was purchased for use in smaller diameter sewers and this eliminates some of the need for a cctv outside contractor. This camera helps identify if a sewer blockage is on the home owners side or the Town's side.

**Pump Station 3:** Woodard has obtained pricing for the bypassing piping and installation in the event that the force main collapses and a bypass plan has been created. This by-pass piping goes across the DCR property so a permit will be needed. Based on initial tests this force main may not be in as poor condition as first thought. Further tests will be needed to see if rehabilitation will be required. A 4,100 gallon tank outside of Pump Station 3 to feed Bioxide into the force main was installed with the goal of controlling sulfide and hydrogen sulfide deterioration.

**Regionalization:**

The Towns of Hull, Cohasset, and Scituate have agreed to a high level viability study. This study will better define the needs of each community, describe viable alternatives, provide estimated capital costs and estimate the impact on rates. Hingham will stay on as a customer but will not be part of the regionalization effort.

**Metered Non Returned Flow Abatement Policy:** The Commissioners reviewed proposed changes to the Metered Non Returned Flow Abatement Policy. These changes clarify the items needed from the home owner such as documentation of the repair and a contact phone number. Also added to the policy is a line stating that the decision can be appealed in writing to the Permanent Sewer Commission.

Lou Collins made the motion to update the policy as revised, Richard Booth seconded. Unanimous Vote.

**Sewer Commission FY 18 first quarter Report:** The Commission reviewed the draft FY 2018 Q1 Report prepared by Rick Mattila. The Commissioners approved the report and it will be submitted to Nancy Allen in the Town Managers Office

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

John Struzziery discussed the aeration tank repair. The plate was not attached correctly so the repair could not go forward. The contractor is responsible for the plate and will make the necessary repairs at their cost.

Rick Mattila noted that the graphs provided of the influent and effluent flows show that the high tides are impacting the flows.

**Financial Reports: (report attached to permanent record minutes):** Carol reviewed the draft FY 2017 year end financials for fiscal year 2017. The free cash balance basically remained flat. The 7/1/2016 balance was \$390,445 and the 6/30/2017 balance is \$388,980. This balance needs to be certified by the state but is equal to the Town Accountant's number.

Total revenue was down by \$281,046 due to the fact that the account receivables increased by approximately \$190,000 and that the total number of units charged to Hull customers was less than assumed.

The revenue decreases were offset by expenditure savings in energy and the capital line items. A decision had been made to fund the gate out of the recovery bond versus the capital line item in the operating budget

**Effective Utility Management Self Assessment:** In order to get a better understanding of the results of the self assessment, the Commissioners would like it to be resent to WC staff, Sewer Department staff and the Commissioners with examples of improvement areas.

The next meeting will be held on October 24, 2021 at 4:30 pm.

Meeting adjourned at 6:20 pm by Rick Mattila