



PSC MEETING MINUTES OF September 19, 2018

In attendance: John Struzziery

Commissioners: Rick Mattila
Richard Booth
Peter Pyclik
Lou Collins

Financial Assistant: Carol O'Connor

Absent: Andrew Grosso

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

Accept Minutes of June 20, 2018

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

Regional Update:

Rick Mattila gave an update on regionalization. Cohasset has provided mapping of different areas and needs which will be incorporated into the overall needs. The next meeting will be held on October 3, 2018 at 2:30 pm. As Rick Mattila will be traveling, Richard Booth expressed attending the meeting.

Quarterly Update:

Rick Mattila will utilize the Directors Notes to create the next quarterly report. Rick will send the report to John and Carol to review and Carol will provide the report to Nancy Allen.

Billing:

Peter Pyclik asked how customers are reacting to the new rate change. John responded that there have been many questions and that Terri and Carol have been answering their concerns and explaining the new process. The invoices going out for the July through September time frame will note the interest rate charged on unpaid invoices.

Director's Notes (report attached to permanent record minutes):

Emergency Dress Rehearsal:

The next training will be done with the Fire Department at the pump station. Peter asked about what type of documentation is kept related to dress rehearsals. Woodard has a storm preparedness manual and a bypass protocol. These are updated as lessons are learned. Daily log books are kept and there are multiple systems that are used to track flows and other related data.

Pump Station #3 and #1 Force Main Assessment: Bay State Subsurface Investigations engineering (BSIE) provided the final report and Woodard and Curran is recommending that both projects be included as part of the

Atlantic Ave project. Force Main 1 will be a limited project and a cured in place liner will be installed for the last 35 feet or so along with the excavation and removal of a buried manhole near the end of Water Street.

Funding:

We received signed contracts and authorizations to proceed with the DOER energy grant and the CZM electrical transformer relocation.

UST:

The plan is to remove the underground storage tank on or before October 8, 2018. The new above ground tank will be located at the end of the building.

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

The commissioners requested that the financial report indicate for each billing the budgeted usage and budgeted number of accounts compared to actual and the % of the collections.

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

The Commission would like graphs to have more explanation.

Meeting adjourned at 5:30 pm – motion by Richard Booth seconded by Lou Collins - Unanimous vote