

MINUTES
July 24, 2007

The meeting of the Board of Sewer Commissioners was called to order at 7:00 PM. Members in attendance were Elaine Fiore, Peter Cobb and Sean Walsh. Also in attendance from CDM were Tom Morgan and Don Freeman.

Ms. Fiore discussed that she had spoken to Lloyd Geisinger and that he was considering building his own wastewater treatment plant for the 1021 Kingston's Place development. His concept is to build a plant to handle 400,000 gallons per day, outsourcing the maintenance of the plant for 10 years and then turn it over to the Town at the end of 10 years. Mr. Geisinger did not like that the CDM proposal included contingency money. He wants to fund the project without a contingency fund. Ms. Fiore told Mr. Geisinger that the Sewer Commissioners wanted to have the expansion built in the most economical way but specific equipment has to be included in the specifications at the request of the superintendent. The department does not want to be maintaining an inventory for numerous different replacement parts.

Ms. Fiore asked if the Board felt the proposal should be rejected now. Mr. Freeman pointed out that should the Board agree to Mr. Geisinger's proposal, they could have CDM make recommendations for changes or improvements but Mr. Geisinger would not have to abide by any of the recommendations.

Staffing the plant was discussed. An expansion of the current plant would require at least 1 more operator and probably 2 operators over time. If Mr. Geisinger builds his own plant, it would require at least 3 operators. They probably would need at least a Grade 5 Wastewater License. This would also mean the Town would end up with a second permit from the State. If the Town did not take over the plant and it went out of compliance with State Regulations, what would happen? Would the Town be liable? How would the flow from the waiting list get to a new plant when the entire infrastructure serving those streets goes to the current plant?

Ms. Fiore said she would prepare a list of pros and cons to the separate plant proposal and send a letter stating the Sewer Commission will hold him to the original contract.

Mr. Freeman discussed that Mr. Geisinger has asked for as built of the current treatment plant so he can hand it to American Water to look over. He has asked for a cost estimate for the plant but such an estimate will be far more accurate at the 30% completion phase of the design process. He can review the design at that time and then make suggestions on how he feels costs can be cut.

Ms. Fiore mentioned that Mr. Geisinger needs a cost estimate in order to obtain funding for his project. He is looking for an engineering firm to recommend a design so he can be approved for funding. Mr. Freeman felt that CDM could probably provide a

30% complete design and cost estimate by late October or early November. Ms. Fiore said she had been told Mr. Geisinger needs the estimate in just a few weeks. CDM suggested Mr. Geisinger make suggestions on how the cost could be reduced and they will consider his suggestions and make a recommendation to the Board.

Mr. Vandal discussed his dislike of disc filters. He would prefer to use sand filters. The disc filters consistently get 1 or 2 ml readings but do not consistently get readings of 0. Mr. Vandal requested that Jerry St. Hillaire work on the plant expansion.

Mr. Freeman said CDM could prioritize the specifications to meet the items the department wants so that they match the existing equipment. Mr. Freeman, Mr. St. Hillaire and Mr. Furmin will meet with Mr. Vandal and Mr. Monaghan to figure out exactly what will be the best fit.

Mr. Morgan said CDM could prepare a conceptual memorandum. The Board could fund the conceptual plan and then change the scope of the agreement for future work through an amendment of the first agreement. Mr. Freeman felt \$30,000.00 would not be enough to establish a cost estimate by the October Town Meeting.

Ms. Fiore said that when she contacts Mr. Geisinger she will let him know the Board is going forward with the plant expansion and conceptual design. CDM clarified that when the agreement is signed it will only fund a conceptual design plan. All further work would be funded by amendments to the original agreement. The work should take about 160 hours of work and cost about \$24,000.00. This will take about 6 weeks to complete and should be ready around the middle of September. Mr. Freeman will make an appointment to meet with Mr. Vandal before August 13th when he leaves on vacation.

Ms. Fiore asked how betterments could be billed for the expansion. Mr. Freeman stated it would be the same as previous projects. The Board cannot bill 50% of the project's construction contract until the contract has been signed. The completed project should cost between 13 and 15 million dollars. The Sewer Commissioners clarified that they would not fund a construction project for a development that might not be built. Ms. / Fiore said the Board would prefer to have 2 contracts so that the Board can fund 1 SBR and the shared costs for a 2nd and 3rd in 1 contract. Thorndike's part of the project would be the second contract.

Mr. Freeman discussed that the normal process is to build and do as built drawings for the first part and then design and construct the second part. This plan would require designing 2 construction contracts during the design of 1 plant expansion. They would have to define what is built and when it is built into the design of the expansion. CDM would have to prepare 2 sets of drawings and there would have to be 2 separate bids. When the first construction contract is signed, Mr. Geisinger would have to fund 50% of the shared costs. If the shared costs are \$10 million then he would have to fund \$5 million. He would build his portion, Contract 2, when he is sending 50,000 gpd to the plant.

Funding 2 design plans would give the Town what they need for the future even if the development does not move forward. The Town would have a future design plan in place. The \$24,000.00 for the design should be funded by Mr. Geisinger, according to his email and the agreement. Section 4.0 of the draft agreement will be changed, adding new section(s) for conceptual design totaling \$24,000.00, 30% design totaling \$250,000.00 and so forth.

MOTION, to approve a conceptual design agreement funding \$24,000.00 for 2 sets of construction plans. The motion was unanimously voted.

Mr. Freeman will work on the document changes and overnight it to the Sewer Commission to arrive by Friday morning.

Mr. Vandal discussed a problem with the sewer connection at 107 Main Street. The tie card indicated the stub would be located at a depth of 7 feet but the card was off by 2 feet. The actual depth of the stub was only 5 feet. The contractor had to excavate back into Route 3A in order to make a gravity connection. The connection had to be adjusted to the minimum pitch allowed of 1/8 inch per foot. Because Route 3A was disturbed, flowable fill had to be used to backfill the roadway. It took a truck load of flowable fill to fill the excavation. The Town will have to pay for the additional cost because the contractor was not at fault. The cost estimate to the customer was based on the information provided on the card. Mr. Freeman asked Mr. Vandal to fax him the contract drawings of this area. Mr. Vandal said he would provide photos of the connection as well.

Mr. Vandal reviewed that a capacitor had blow out at the new Riverside Drive pump station. Flight came out on Monday and found the pump drawing 40 amps. The pumps should normally draw about 5 amps. The 20 amp breaker did not pop. Flight went through everything and could not figure out what caused this problem. The pump is working now but it is still drawing 11 amps. When the pump is on its own control loop it draws 11 amps. When it is on the control loop for the other pump it draws 5 amps. Flight has submitted a bill for \$933.00 and stated that travel is not under warrantee. CD stated that Albanese should be responsible for this bill as the station is still under warrantee.

Ms. Fiore discussed a letter she has written to the Ethic Commission regarding the installation of bathroom at the pavilion owned by the Rocky Nook/Brewster Park Association. As members of the association, the Sewer Commissioners would be choosing a drain layer. She would like a response from the Ethics Commission before any plans are made.

Taking easements on Hillcrest Road has become a problem. The Kingston Housing Authority submitted an agreement, required by the State that must be signed by the Sewer Commission before an easement will be granted. Ms. Fiore spoke to Paul Basler about the possibility of accepting the road as a Town road, since only a section of Hillcrest Road is private and the Town currently plows the road. Mr. Basler has suggested that the Sewer Commission contact Mr. Bott to begin the process of taking Hillcrest Road as a Town accepted way. A letter should be written to Mr. Bott requesting his assistance.

The Inn at Plymouth Bay has paid what they owed in delinquent user fees by the June 30 deadline stated in the settlement agreement. They have not paid the last 3 quarters of user fees, totaling \$14,733.30. As a result of a letter written by the Collector, the Board should request a copy of the check received as payment of the user fees paid by June 30th. If she cannot provide this proof of payment then the Sewer Commission will contact Mr. Nikitas for a copy of the payment.

The Board discussed that the Tax Collector feels she can deliver betterment payoff checks to the Sewer Commission office to be held if a warrant to collect the payoff has not been issued yet. She refuses to hold the checks in her office if she does not have a warrant for the payoff. A check was delivered to the Sewer Commission office

today. The office staff is not bonded and does not hold these checks. The check was delivered to the Treasurer for safekeeping. When the warrant was issued, the office staff informed the Collector of the location of the check. The Collector refused to retrieve the check stating the Sewer Commission staff had to deliver it to the Collector's office. It is not the responsibility of the Sewer Commission office to collect or hold payments for the Collector. Ms. Fiore will discuss this with the Collector tomorrow morning.

MOTION by Peter Cobb, seconded by Sean Walsh to approve the minutes of April 17, May 1, May 15, June 12, June 18 Construction, July 9 Albanese, July 9 Construction, and July 10. The motion was unanimously voted.

Mr. Vandal reported that Verizon was planning to come out to Wapping Road on Friday. They stated that they need a copy of the work order for Bradford Avenue. Revoli will be contacted about this.

Lenny Bianco does not have a current insurance certificate on file for Worker's Compensation. Arthur Wrightington is delinquent in a significant amount of paperwork for connections he has done and began working today without scheduling an inspection or checking to see if the application had been signed yet. The application has not been signed. Both contractors should be suspended until they are up to date. Mr. Veracka, Mr. Bianco and Mr. Wrightington should be notified to attend the Sewer Commission meeting on August 14th to discuss these issues. No work will be permitted for either contractor until approval by a Sewer Commissioner. A written notice should be given to Mr. Veracka regarding grease traps for the restaurants. He should be notified of the work suspension for the contractors as well.

MOTION, by Peter Cobb, seconded by Elaine Fiore, to adjourn the meeting at 9:15 PM. The motion was unanimously voted.

Suzanne Richards
Administrative Assistant