



**TOWN OF KINGSTON**  
*Office of the Sewer Commission/Wastewater Department*  
26 Evergreen Street  
Kingston, MA 02364

781-585-4058  
781-585-5874 FAX

Elaine A. Fiore  
Peter C. Cobb  
Thomas W. Taylor, II.

Minutes  
May 5, 2010

A special meeting of the Board of Sewer Commissioners was held today at 2:00 PM to allow the Commissioners the opportunity to meet the new district representative from CDM. Members in attendance for the meeting were Elaine Fiore and Peter Cobb. Attending from CDM were Don Freeman and David Young. Mr. Freeman introduced Mr. Young to the Commissioners as the new client services manager for this region. He covers the Cape Cod Aquifer area towns. Mr. Freeman reported that although Mr. Young is taking Mr. Morgan's place that he, Mr. Freeman, will continue to represent Kingston as will Joe LaLiberte and Ben Mosher. They will continue on as the design team for Kingston.

Mr. Young discussed that he had a working relationship with Mr. Vandal from Mr. Vandal's years of service in Mansfield and Yarmouth. He has a history of working with reclaimed water projects such as Bayberry Hills in Yarmouth where Mr. Vandal worked previous to Kingston. In Mansfield Mr. Young worked with wastewater design and implementation. He frequently works with many of the Cape Cod towns as they are facing nitrogen loading problems.

Ms. Fiore reviewed that the Commission would like to expand the WWTF by adding another SBR. There have been many requests for additional capacity within the sewered areas. Until a new effluent site is available, a third SBR would be used for redundancy as the aeration system needs to be upgraded. The Commission will be asking to retain surplus revenue, to help fund the expansion, at the Annual Town Meeting in June. There may also be an Article to request authorization to borrow money for construction in order to be shovel ready for any grant funding that becomes available.

Mr. Young mentioned that the Commission should file a Project Evaluation Form (PEF) with DEP to get placed on the Intended Use Plan (IUP) for SRF funding. Mr. Freeman stated that CDM had filed a PEF for Kingston last fall but that DEP did not approve the project on the IUP. Mr. Young stated that the Town should try to see if they are on or should get on the Mass. Estuaries Project Priorities List. A position on this list could help being approved for the IUP. He suggested that Kingston update and file the PEF again this fall. He and Mr. Freeman will review, update and look into resubmitting the PEF.

Ms. Fiore continued that the revenue source for the expansion would be those requesting additional capacity. The expansion would be expected to generate more revenue and reduce the user rate which is currently \$10.40 per thousand gallons of water used. There are 1500 +/- properties connected that are paying for the operation and maintenance of the WWTF.



**TOWN OF KINGSTON**  
*Office of the Sewer Commission/Wastewater Department*  
26 Evergreen Street  
Kingston, MA 02364

781-585-4058  
781-585-5874 FAX

Elaine A. Fiore  
Peter C. Cobb  
Thomas W. Taylor, II.

Ms. Poirier asked if Mr. Young was familiar with any skating rinks that are connected to municipal sewer systems. Kingston is billing based on 100% water use. Mr. Vandal stated that to bill them on a reduced scale would mean that the lost revenue would have to be billed to the remaining customers. Currently customers are not allowed 2<sup>nd</sup> meters for outside use or for flows that do not go into the sewer, such as skating rinks. Mr. Young said he will check into the other towns he works with and see if they have any rinks and how they work out the billing.

Mr. Young asked about the meeting schedule for the Sewer Commission. Ms. Fiore said it is about every other week.

Mr. Vandal and Mr. Freeman discussed the replacement of the aeration system in the SBRs. Mr. Vandal has received a price from Sanitaire that is reasonable but he has been told that the project must be put out to bid. Town Meeting must vote to authorize the Sewer Commission to retain and use surplus revenue in order to fund the project. Mr. Vandal may need to take a tank down before then and make temporary repairs until the replacement system can be installed.

Mr. Young mentioned that the Commonwealth Capital Score should be filed with the State each year by the Town Planner. Grant applications and awards are evaluated based on the Town's score. This will be checked.

The meeting concluded at 3:15 PM.

Suzanne Richards  
Administrative Assistant