

**BOARD OF SEWER COMMISSIONERS
MEETING MINUTES**

**September 10, 2014
Carby Street Municipal Office Building, Champagne Meeting Room**

The meeting was called to order at 8:20 am

Present:

Commissioners: Jim Connors, Chair, Frank MacPherson, and Tony Antonellis

Staff: Todd Korchin, Jeff Bina and Rich Barry

Daniel Bailey (Rackemann, Sawyer and Brewster)

Minute recorded by Tish Healey

Update on re-lining and future projects

- Jeff Bina gave an update on the town's most recent infiltration/inflow (I/I) projects. In 2009, the sewer department's consultant, CDM performed a flow analysis to determine areas of high I/I. CDM set up meters at the Town's 3 MWRA connections in Westwood, One meter measures virtually all sewage flow West of Washington Street; the second meter measures sewage flow from areas Washington Street east to Canton Street; and the third area being east of Canton Street to University Avenue. The town's average daily flow into the MWRA system was reported at 1.6 million gallons per day (MGD) over the '06-'09 period. From the flow analysis, it was determined that the high priority area was the area west of Washington Street. That is the area that the past two I/I reduction contracts have concentrated on. As a result of the I/I projects, the Town's average daily flow has decreased. The most recent report received from the MWRA has the Town's average flow between (2012-2014) at 1.3 MGD, a decrease of 18.75% from the '06-'09 period.
- Currently in Phase 8, with \$225K remaining for existing projects.
- Phase 9/10- To continue the Town's practice of identifying and eliminating sources of I/I we plan conduct study to determine areas of need, develop a construction plan, and apply for MWRA funds.
- What benefit will the Town see from future re-lining projects, more re-lining=more savings?
 - Frank- Would like a study on the financial savings of future re-lining projects. Frank asked whether we should do more projects each year, instead of extending over a five year plan.
 - Jeff will review proposed projects with consultant, to determine how much reduced flow will mean in incremental savings to the Department. The cost savings will determine how much to spend each year.
 - Tony wants smaller scale projects, reasonable timeframes= better management of project.
 - Sewer Department is limited by staff constraints, time and budget. Projects over a five year plan are easier to manage.
- Clapboardtree Street re-lining update (overnight work): Rich or Sean have been present daily on the site, which is essential for the residents. DPW presence is important to provide daily updates and trouble-shoot any potential problems that may arise. The need for daily DPW project management has resulted in additional staff compensation. The Sewer Commission has approved salary compensation for ongoing sewer projects, and any salary questions from the Town of Westwood can be directed to Jim Connors directly.
- Jim Connors requested a letter from CDM regarding connection fees. Todd to draft a proposal letter with Dan Bailey review.

Benchmark Real Estate Development Project (Clapboardtree Street)

- Jim Connors stated concern over tying into the existing sewer system on Clapboardtree Street. Jim would like the department to conduct an Engineering study reviewing potential impact of the additional flow and the safe design to tie into our system. Benchmark Real Estate should be required to pay for the study, Dan Bailey will contact Benchmark Real Estate.
- Benchmark has submitted preliminary plans detailing the estimated flow from the proposed facility. Jeff Bina asked Benchmark for a cost breakdown for the Development to tie into Norwood's sewer system, they have not yet provided.
- On the discussions of Benchmark, Commissioner Antonellis recused himself from the matter pending receipt of an opinion from special town counsel with respect to a potential conflict of interest.

Grove Street Drainage Easement

- Drainage easement is needed for the Hannigan property on Grove Street. The proposed drainage easement is approximately 1700 sq.ft. Commission will need to approve the easement order of taking and Jeff Bina will record at the Registry of Deeds.
- Dan Bailey questioned whether an appraisal is required for the property. Tony Antonellis asked whether drainage easement approval is the responsibility of the Sewer Commission or the Board of Selectmen. Tom McCusker (Town Counsel) told Todd that the Sewer Commission has authority to approve drainage easements. Per Tony, Mr. McCusker needs to send a letter to the Sewer Commission granting permission to approve drainage easements. Jeff Bina stated that a damage agreement with the homeowners stating approved donation of the land can be done in place of an appraisal. Jeff will draft the "zero land damages" document. Similar to the document we used for the Safe Routes to School project.
- Tony Antonellis motioned to approve the drainage easement with the stipulation of \$0 value of taking draft and Board of Selectmen agreement for the Sewer Commission to approve the easement. Frank seconded the motion. Motion passed unanimously.

Grove Street Sewer Feasibility

- Recently the Town's consultant on the project, Environmental Partners Group, Conducted 10-12 soil borings on Grove Street. Results show locations of expected ledge.
- Grove Street sewer construction proposal will not be available for fall 2014 Town Meeting, target for spring 2015 Town Meeting.
- Commission requested updates to continue to Grove Street residents. Also, continue updating on the Town Website.

Sewer Budget

- Jim Connors to set up meeting with Pam Dukeman regarding segregation of funds. The Commission would like portion of the budget segregated for emergency use. Percentage to be determined after discussion with Pam Dukeman.

Wall Street Development

- Wall Street Development has requested that the Sewer Department supply a breakdown of sewer connection and inspection fees for the past ten years
- Wall Street Development submitted subdivision plans prior to new rate increase
Subdivision= 10 Lots

Next Meeting: TBD late October or early November

Jim Connors adjourned the meeting at 9:20 am

Approved:

Date 2/27/15 

Sewer Commission, Clerk