

BOARD OF SEWER COMMISSIONERS

MEETING MINUTES

Wednesday, December 12, 2012
Carby Street Municipal Office Building, Champagne Meeting Room

Jim Connors called the meeting to order at 8:00am

Present:

Commissioners: Jim Connors, Chair; Frank MacPherson; and Tony Antonellis and
Finance Director: Pam Dukeman

Staff: Todd Korchin, Chris Gallagher, Bob Angelo and Laura Fiske

Minutes were recorded by Liz Keefe

Approval of Minutes: November 7, 2012

Minutes were approved and signed by Frank MacPherson

1. Letter to Nstar

- Jim Connors inquired to Todd Korchin if the Sewer Department had a letter drafted regarding Nstar's response time during Hurricane Sandy. Nstar response time during the storm is a major concern. Todd Korchin had proposed at the November 7, 2012 meeting to propose Westwood having one Nstar fully staffed crew in Westwood during major storms. The Sewer Department and Sewer Commissions major concern during storms is power outages at the Pumping Stations that can become a public safety issue and/or a liability issue for the town. Todd Korchin responded that Mike Jaillet, Town Administrator was going to be speaking to his contacts at Nstar regarding this topic.
- Jim Connors stated he preferred the Sewer Commission write a letter directly to Nstar. To provide a formal record of the Sewer Commission's concerns. Jim Connors is going to call the Selectman and let them know the Sewer Commission will be sending this letter to Nstar.

2. Generator Update

- Jim Connors proposed the Sewer Commission purchase two new portable generators at the November 7, 2012 Sewer Commission Meeting. To make sure we will be able to power Farm Lane and Sycamore Pumping Stations during power outages.
- Tony Antonellis asked what the Sewer Department had found out regarding portable generators. Todd Korchin responded that prices varied greatly depending on the kilowatts of the generator. A generator with 400 kilowatts is \$100K and up. A portable trailer unit with 30 kilowatts is approximately \$30K.
- Todd Korchin informed the Sewer Commission that the School Department had contacted him regarding the purchase of a portable generator that the sewer department and school department could share. The School Department suggested they could split the cost of the generator with the Sewer Department. Todd Korchin is concerned with this plan of action because the School Department and the Sewer Department will most likely need the generator at the same times. Jim Connors stated concerns that the School Department may not have enough funds available for the purchase of

a generator, due to the budget constraints of the School Department. He is also concerned in an emergent situation when the Sewer Department needs generators for the pumping stations how do we determine what department gets the generator the School or the Sewer department. Tony Antonellis proposed buying one generator for the Sewer Department and splitting the cost of a second generator with the School Department. Tony Antonellis inquired to Todd Korchin if the Sewer Department needed more than two generators? Todd replied that he thinks at this time two would be the sufficient and maybe in the future the Sewer Department would need three to four generators. Todd believes two generators are needed for the pumping stations and if a necessary town building, such as Carby Street, loses their power during a storm.

- Jim Connors asked Bob Angelo for his opinion on the purchase of a generator(s). Bob replied that he thought two portable generators with equal capabilities should be the maximum purchased. Bob thinks the Sewer Department should purchase the generators and not share them with another department. If the generators belong solely to the sewer department then Bob will know the generator will be available when it's needed and what condition the generator is in. Jim Connors agrees with Bob Angelo regarding that the sewer department should have priority when it comes to the generator. He is concerned about the liability issues if we have a pumping station not working during a power outage. Jim also expressed concern about what condition (possible damage) a generator may be returned to the Sewer Department in from another department.
- Tony Antonellis stated he thought sharing a generator with the School Department would be a good and efficient use of government. The DPW has multiple layers of cooperation with the school department already and sharing a generator with the school department is worth exploring. Tony does agree that in the arrangement with the school department the pumping stations have to be a higher priority rather than the schools. He suggested maybe the Sewer Department own 60% of the generator and the School Department own 40%.
- Bob Angelo stated his concern about where new generators would be stored. The portable generator the Sewer Department owns now has to be disassembled to be taken in out of the garage. Tony Antonellis mentioned that it has been in discussion for many years sharing the cost of expanding garage and storage space with the Highway Department. Todd Korchin informed the Sewer Commission that Weston & Sampson are performing a facilities study now on Carby Street and the garages. Tony Antonellis stated that the Sewer Commission was open sharing the expense with the Department of Public Works to expand storage space for the DPW and Sewer Department.
- Frank MacPherson inquired why needed the portable generators. Bob Angelo informed him that 8 of the 10 pumping stations have permanent generators. The two pumping stations that do not have generators are Farm Lane and Sycamore and Bob Angelo stated it would not be cost effective to put permanent generators in those pumping stations that is why we need a the portable generators. Bob informed the Commissioners that during Hurricane Sandy that one of the pumping stations shut down but Rich Barry and Shaun Degnan were able to get the pumping station going again without a generator but if they hadn't been able to get it working again they would have needed a portable generator.

- The Commissioners and Bob Angelo and Todd Korchin decided to target purchasing a trailer unit generator that is approximately 8ft. high and 25ft. long and then a second one when we have additional storage space available.

2. Budget – FY14

- Jim Connors asked Pam Dukeman, Finance Director where the Sewer Department stood from a capital standpoint. Pam Dukeman replied the budget is good, but as the department starts to think about the FY14 budget the sewer department will have to talk about raising rates.
- Consumption was down in 2012 and as of right now FY13 is tracking the same way. If consumption remains down the sewer department will have to raise rates to bring in the same money they do now. Jim Connors asked Pam Dukeman how much dollar wise we were down in 2012. Pam responded with the approximate amount of \$250K. Jim Connors asked Pam Dukeman how much rates will have to go up to cover decline in consumption. Pam responded she did not have exact numbers but would get back to them with exact numbers. Jim Connors requested she provide the amount of the rate increase by percentage and dollar amount.
- In the past few years the Sewer Department has saved \$387K to be used for rate stabilization. Tony Antonellis and Jim Connors stated that this is the third year of no rate change following 2 years of declining rates. Pam Dukeman stated that a rate increase in FY14 would not be a dramatic spike but we will not be able to stay level with consumption going down. Jim Connors stated with residents more aware of conservation consumption will continue to go down.
- Pam Dukeman informed the Commissioners that the Sewer Department had \$387K set aside for retained earnings, \$400K in the operating budget, and \$890K in retained earnings.
- Jim Connors requested the Sewer Commission meet again January to discuss what the Sewer Department's Capital needs for FY14.
- Tony Antonellis asked if the capital for FY14 needed to include the funding for the Sewer Lining Project. He also brought up funding for the storage expansion project with the DPW but that will not be ready to be funded in FY14. Tony advised Todd Korchin to be thinking about what the Sewer Department will need 10-20 years from now.

3. Sewer Lining Project (CDM)

- Jim Connors asked Bob Angelo when the Sewer Department would see the \$100K savings from the MWRA for the sewer lining project and is there any way to use that savings towards rate stabilization. Bob Angelo replied that the \$100K savings is built into the project and we will not see that in real dollars.
- Tony Antonellis and Todd Korchin were not pleased with some of the problems that came up during the first phase of the project. They think the project should be done in smaller increments. Todd Korchin, Bob Angelo and Chris Gallagher will be meeting with CDM on Friday, December 14, 2012 and will discuss this plan with them.

- Frank MacPherson disagrees and thinks that as much of the sewer lining project that can be done at one time should be completed. Frank stated the main reason for project is to treat the pipe A/C pipe. Chris Gallagher stated that if there is a problem with A/C pipe you don't know about it until the problem is already prevalent. Frank MacPherson also stated treating the ground water was the other main reason for this project.
- Jim Connors requested they dedicate a good portion of the January meeting to discuss where we are going with the Inflow and Infiltration Project.

4. Sewer Connection from Walpole to Bubbling Brook Road

- Tom Taylor Walpole resident and John Glossa, Glossa Engineering Inc. of East Walpole, asked the board for approval to extend the Westwood sewer service to Tom Taylor's property in Walpole. Tom Taylor and John Glossa attended the November 7, 2012 Sewer Commission meeting to show the Commission their plans for the proposed sewer connection. The Commissioners requested copies of the Walpole/Westwood Inter-Municipal Sewer Agreement to review. They also wanted information about potential Westwood developments that may also want to connect to Westwood sewer and what impact that would have on the Brook Street Pumping Station.
- Tom Taylor owns 13.7 acres in Walpole and 2.29 acres in Westwood. He resides at 44 Bubbling Brook Rd. located in Walpole. His home is currently using a septic system. He is building an additional 2 homes on his property making Bubbling Brook Rd into a cul-de-sac. He is requesting to connect his house and the 2 new homes to Westwood sewer.
- Sewer Commissioners inquired how many additional Walpole residences the connection would pass that might also want to connect to Westwood sewer. There are 5 Walpole homes, 5 Westwood homes, and the 3 homes Tom Taylor wants to connect for a total of 13 houses that could possibly connect to Westwood sewer. Bob Angelo and Chris Gallagher both agree the Brook Street Pumping Station could handle the new usage with minimal impact to the system.
- The Commissioners agreed that they would like to get an estimate from CDM to how much it would cost for a capacity analysis of the Brook Street Pumping Station and Tom Taylor's proposed sewer connections and any other possible future connections in that area. Once the sewer department has the estimate they will give the estimate to Tom Taylor and if he considers it to be reasonable he will pay CDM to complete the capacity analysis to submit to the Sewer Commissioners.
- Tony Antonellis suggested the Commissioners have an attorney look at the Inter-Municipal Agreement and make sure the Town of Westwood is indemnified and the pricing is in order.
- In January Jim Connors and Bob Angelo will go out and look at Tom Taylor's property and see where the sewer connection will run and the surrounding area.

5. Other Business

- Next meeting is January 23, 2013 and snow date is January 25, 2013
- Invite Pam Dukeman to January Meeting

Jim Connors adjourned the meeting at 9:03am

Approved:

2/27/13

Date

F. Walsh

Sewer Commission, Clerk