

**BOARD OF SEWER COMMISSIONERS
MEETING MINUTES**

**August 24, 2023
Zoom Remote Participation**

The meeting was called to order at 9:04am by Chair, Frank MacPherson

Present:

Sewer Commission Members: Frank MacPherson (Chair), David Krumsiek and Diane Hayes

Environmental Partners Group: Robert Rafferty

Staff Members: Brendan Ryan, Todd Korchin, Stephanie McManus, Debbie Lodge and Kerry Higgins

Minutes recorded by: Debbie Lodge

A. Budget Update / Rates:

Stephanie McManus reviewed sewer funds and FY23 yearend revenue (revenue was strong and up due to connections and consumptions) and FY24 rate recommendations. See attachments for the full sewer fund memo packet report.

B. Second Meter Update:

35% of accounts have abatement meters with ongoing issues with the processes. The Westwood Staff and Environmental Partners will continue to research other options and how other towns process Permits for second meters and how to make home owners aware/accountable for seal and tag applications.

C. I & I Update:

There is money to be had with the MWRA, we have invoices up to 600k to be reimbursed. Most pipes are 30 years old (30% are lined and have been evaluated, in good shape). Most hold up well that have less connections and the ones that have leaks are the ones that connection have been made into. The I and I % is down. 35-38 flow meters have been installed and figures have begun to be drafted and a report should be coming in the next few months. Smoke testing, CCTV flow monitoring and manhole inspections have been done. Reports are showing that most leaks are coming from pipe that is more than 50 years old.

D. 2023 Summer ATM Capital Request Update

Town approved a sewer truck and a vac truck, pump station up grade and I and I projected Storm water project. All updates are in the town sewer notebook.

E. Clapboardtree Pump Station Construction

Force main has been installed and the street has been paved. Minor issue with a manhole. A grout was added to fix the problem. Construction should be done by Oct. EP has been great through this whole project. No more delays on equipment. Should be on time to finish.

F: Minutes approved

G: Next meeting was proposed for December 11, 2023.

G: F. MacPherson moved to adjourn the meeting at 10:18am, seconded by D. Hayes, third by D. Krumsiek

Approved:



Sewer Commission, Chair

12/11/23

Date