



**Advisory Committee
Meeting Minutes
Community Room, Scituate Public Library
Thursday, January 24, 2019
7:00 pm**

Committee Members Present: Lincoln Heineman Chair; Anthony Antoniello; Patrice Metro; Elise Russo; Jamie Gilmore

Committee Members Absent: Mike Westort; Sean deLacy

Also in Attendance: Jim Boudreau, Town Administrator Nancy Holt, Finance Director; Kevin Cafferty; Sean McCarthy; Mike Breen; Will Branton and Sean Anderson from DPW.

Remote Access: Jerry Kelly

The meeting was called to order at 7:00 pm by Lincoln Heineman.

Lincoln Heineman asked for a motion to accept the agenda, a motion was made by Jamie Gilmore; seconded by Elise Russo; Unanimous vote (6-0)

Lincoln Heineman asked for a motion to approve the meeting minutes from 1/10/19 with corrections, a motion was made by Jamie Gilmore seconded by Anthony Antoniello; Unanimous vote (6-0)

Lincoln Heineman asked for a motion to approve the meeting minutes from 1/17/19 with corrections, Jamie Gilmore made motion, seconded by Elise Russo; Unanimous vote (5-0) Jerry Kelly abstained.

DEPARTMENT OF PUBLIC WORKS

Lincoln introduced Elise Russo and Kevin Cafferty introduced the DPW department. Kevin asked if Sean Anderson could be moved to top of the agenda.

Water Enterprise (450) – Sean Anderson

Accomplishments:

- Implemented Phase 1 of Ice Pigging, looks successful so far
- In the process of shutting down the Water treatment plant to make repairs, with water demands we have not been able to shut it down. Temporary system coming on line soon
 - Good Inspection, but had to produce an additional sample which is causing a delay
- Increased certification levels
- Replaced roof and heating on storage garage

- Replaced old meters
- Converted to UNIS
- Replaced 39 water services
- Fixed 14 water main breaks
- Installed satellite well at Well 22

Challenges:

- Could not flush this year, plant was running at half capacity

Goals:

- Fix brown water, continue ice pigging
- Continue Surface Water Treatment Plan evaluation
- Increase level of certifications and training for current and new water division operators (3-5 year timeframe)
- Bring additional ground water sources online
 - Finish design of green sand filter for Well 17A
 - Continue ground water exploration at Dolan Well Fields

Lincoln asked about pumping capacity, and Sean said it is 1.85 and that we are using 1.52 and that you cannot withdraw as high as the permit allows for.

- Address for unaccountable water in Humarock (40% unaccountable)
 - Install pressure reduction valves
 - Continue leak detection, leaks do not come to the surface due to sand so they must reduce water pressure. We are paying a premium to Marshfield for water.

Jamie asked if residents would notice the reduced water pressure, Sean said no.

- Begin initial phases of water main replacement

Lincoln asked if we could charge more for water in Humarock, Sean said we cannot.

Anthony asked about emergency generators in the wells, Kevin said most of them have them installed and we have temporary ones we can use as well.

Patrice asked about the impact on water usage for the large housing departments being built and how we evaluate going forward. Kevin said we have enough water for people and pets, but not for watering lawns. We are currently withdrawing 1.52 we and our permit is 1.85. We have fish releases in April, May and June which drain the reservoir. Part of the system upgrade in the plant, will fix one of the wells which we cannot currently use because it has too much manganese.

Patrice asked about the ability to water lawns in the future and the use of new irrigation systems. Kevin said that new irrigation systems have been banned unless a well is dug. Kevin said the DEP puts the Town in restriction, they believe that water should not be used for lawns. They are concerned with the current state of the ground water.

Patrice asked how we give permission to new developments going forward, Kevin said they are allowed to tie into the water system, and that we do have enough water. Sean calculates how much

water a new development is going to use. Kevin said we cannot stop a development based on water supply. Sean added that to get a moratorium on new water hookups, you have to exceed your withdrawal permit.

Anthony brought up that we had turned down Toll Brothers twice already.

Lincoln asked if a 40B would override a moratorium, Jim said probably not.

Sean Anderson said that the water ban is effective May 1st and it is automatic and part of the permit according to the DEP.

Sean said that the other restriction is based on reservoir level. 450 M gallons a year has to be spilled down the river for the herring. We have to get enough rain to increase stream flow to have enough water.

Budget:

Lincoln said the water rates went up 20% and Nancy said yes in second quarter.

Lincoln asked if they were going up again, Kevin said they will go up at some point.

Changes in line items:

- Interest rates are going up
- Request vs. TA approved, almost everything level funded except debt, which was an incorrect debt number Jim Boudreau said.
- Special Town Meeting Article made Capital Equipment higher

Kevin said they are currently interviewing candidates for an Assistant Superintendent.

Capital Items:

- Green Sand Filter for Tack Factory Pond, will give us extra water in the system
- Humarock Water Mains

Jamie asked about the status of the Water Tank restoration project, Kevin said they put it on hold because they have to build a new tank which is okay because we need a third tank anyway. We originally thought we would be able to shut down the tank, but Sean Anderson did not think it would be prudent. Jamie asked if the water tank was safe. Kevin said it just is not OSHA compliant.

Nancy said the money for the water tank restoration project was transferred to 4 other projects.

Lincoln asked the Town Administrator for an update on Go Green. Jim said they met with Tim Lopes and set expectations and he was told he has to stay in compliance. Tim said that he is going to truck items out of the property. Jim further said that Town Meeting cannot vote to revoke the contract. Jim also thought that the contract did not end until 2029. Jim said that we would lose \$80,000 and the Town would have to collect the material and dispose of it if we cancelled the contract.

Patrice asked about the DEP investigation and Jim said the results were not back yet.

Jim Boudreau left the meeting at approximately 7:30 PM.

Lincoln asked about money related to ice pigging and Kevin said the Town received \$200,000, but has not received any additional money.

Engineering (411) - Kevin Cafferty and Sean McCarthy

Accomplishments:

- Closeout of two water construction contracts
- Closed out 3 seawall projects
- Spent time with FEMA reviewing costs, damages and reimbursement for four storms
- Provided assistance on several CPC Projects
- Assisted Water, and Sewer, Highway and grounds - work as a team

Lincoln asked about the seawall and plans to protect the harbor (business district).

Kevin said the main pump station is in Sand Hills and if it fails 65% will not have sewer. The plan is protection by raising the seawalls where we can and expanding them (Ocean Drive to Cedar Point). We are working with Army Corps of Engineers with a grant to design work to rebuild the wall at the top of Cedar Point. We would pay for 25% of cost. Also, the Army Corps of Engineer rebuilt the 2 Jetties which should help. Kevin said we could build a gate, like New Bedford, but it would be very expensive. Cannot build a wall due to the stream. Kevin thought the cost would be about \$300,000 to explore solutions. Lincoln thought that it made sense to put this in the capital plan going forward.

Lincoln was concerned that even if you build a wall at Sand Hills the pump station will eventually be underwater, Kevin said we may have to move it.

Patrice asked about the damage when the harbor flooded, Kevin said he did not know what the extent of the insurance claims were.

Lincoln asked about possible hollowing out of Cole Parkway for water retention. Kevin thought it was an interesting concept. He said when the Dutch Consulate came out to look at the issue they felt the houses were too close.

Nancy told the Committee that the Town did not get the grant for Minot Beach nourishment for the second year.

She also said that The Town was awarded a Grant \$35,000 from MAPC for managed retreat at Peggotty.

Budget:

Level Funded

Road and Seawalls will be supplemented by Capital and it was approved at their last meeting.

Capital Items:

- Roads and Seawalls

Transfer Station Enterprise (433) –Sean McCarthy**Challenges:**

Limited outlets for Recycling

- Costs are rising
- We have to pay to recycling costs and we used to get paid to recycle.

Goals:

- Improved management of recyclable materials
 - Compliance Officer will be standing in the area telling people what can and cannot be recycled
 - We need to get better grades we get for recycling

Patrice asked what percentage of people have a transfer station sticker, Sean McCarthy said 70% of households.

Budget:

Lincoln asked about overtime doubling , Kevin said we had a few injuries. Nancy added that it also was not being funded properly, and that coverage for sick employees was coming from other departments.

Elise asked about Hauling contracts, Sean said the price is rising.

Capital Items:

- Maintenance \$40,000
- Roll up Truck was previously approved (\$60,000), Had been looking for one and Kevin said they finally found one.

Lincoln asked about the sticker fees, and Sean said he didn't think they were going up. Maybe electronic and mattress disposal fees would increase.

Lincoln asked why indirect went down, Nancy said if you have a new person they are paid at a different rate.

Highway (422) – Mike Breen**Accomplishments:**

- New intersection at Jericho and Hatherly
- Paved on Old Oaken Bucket Road
- Rebuilt sidewalk on Hatherly
- Clean up from storms
- Purchased new trucks last year (13 or 14) can use for salt, sand and plowing and no longer have to bring in contractors.
- Snow Training (Snow School 2 day classes on how to fight snow) Started adding chemicals to salt to make it more effective and stickier (molasses and magnesium)

Budget:

Jamie asked about the difference in requested and received for Repair Maintenance Equipment and Rental Equipment, Kevin said that Jim told them he would try to restore if there was additional money.

Challenges:

- Run off from yards, there are areas of ice from illegal discharge or high levels of ground water
- Kevin said the ice storms are worse than snow because off all the salt they have to put down.

Public Grounds (429) – Mike Breen

They do a lot with a little Kevin said, they are doing great job

Accomplishments:

- Took down 110 dead trees
- Maintained fields and town buildings

Budget:

The Town Administrator cut the rental equipment, Kevin said that the Town will treat the Library, PSC and Gates school from this budget.

Jamie asked if we pull mulch from Go Green for the Town, Mike said he tested it and didn't like it. Kevin added that he thought the wood was good.

Snow & Ice (423) – Mike Breen

Lincoln asked how much the Town spent on snow and ice last year, Nancy said we always budget for \$497,000 and that we spent \$557,000.

Sewer Enterprise (440) – Will Branton**Accomplishments:**

- SCADA system being replaced and updated to control pump stations remotely
- Copper limit achieved

Budget:

Operating at a deficit.

- Increases in chemical costs
- Length and severity of storms

\$200,000 discrepancy between what was requested and what the Town Administrator funded.

Lincoln asked when Sewer fees were going up, Nancy said that the Board of Selectmen is looking into it and that the sewer rates went up 5% for this year, but Nancy said that a rate study that was done a few years ago projected a 50% increase over the next 5 years. Lincoln asked what Advisory could do to help, Jamie said have we compared fees to other towns, Nancy said we are high on water and average on sewer. No changes in fees would be made without a significant discussion.

Kevin added that it was not a fair comparison to look at fees from other Towns because Scituate has been low for many years.

Patrice asked what part of the Town was on sewer and Kevin said 34%.

Nancy said there is \$260,000 of retained earnings going to Capital Projects.

Kevin said we are meeting DEP guidelines for discharge because we found a chemical to take the copper out. The copper molecule becomes big enough to get caught in the sand filter.

Budget (Cont.)

Will said overtime is high due to storms

Kevin said that the Town needs to hire one more person for the treatment plant, probably will not be licensed. The department would be up to full staff at that point. May be able to fill Saturday and Sunday shifts.

Lincoln asked Will what was essential in regards to the current deficit in the budget.

- Repair and Maintenance: \$13,000 to restore the plant after storms, systems that may need to be replaced.
- Rental Equipment: approximately \$7,000 - \$8,000 to dispose of sludge
- Purchases of Services: chemical and lab supplies \$12,000 and equipment parts \$8,000

Kevin said we may have additional money to add to the budget if we get money from Toll Brothers.

Jerry Kelly said that he had a concern about the discrepancy between the departmental request and the town administrator approval as it related to Repair Maintenance Property Equipment and Rental Equipment Facilities for many of the departments tonight. He felt that the Committee should reflect upon lessons learned from the expense of deferred maintenance.

Jamie asked how is the FY 19 Budget was, Will said we are doing well, just have to adjust for the cost of the additional Copper removal chemical.

Kevin said we have been working with Hull and Cohasset to create a regional system for existing sewer households and businesses in North Scituate. Currently, Hull has a million and a half of extra capacity. We would be required to pay costs associated with upgrading their plant (Hull). We would form a Sewer Committee between the 3 towns. There is a place holder at Town Meeting. The biggest problem is with Cohasset, they are concerned it would bring in more development to their town.

Nancy said that the debt went down a half a million, but it does not help Will, it means less will come out of taxes. It was a debt exclusion vote in 1999 and it will be gone in 2 years.

Nancy said that an increase to the sewer rates of 1% would provide an additional \$13,000. **Lincoln asked Nancy to send the presentation that was given to the Board of Selectmen.**

Lincoln asked about Intergovernmental costs and Nancy said it was indirect costs.

Patrice asked how Will knew all this information, Kevin said Will was a college student at University of Lowell and that he started in the sewer department and worked his way up. He earned all his licenses and that he studied math and science in high school and computer science in college.

Nancy congratulated Will and Kevin on the Grants they received for safety equipment and training.

Capital Items:

- 303,000 Final Phase of SCADA
- 100,000 Heating system
- 30,000 OSHA compliance

Administration (421) – Kevin Cafferty

Goals:

- Safety Manual

Accomplishments:

- Safety Council (helps insurance costs)
- Weekly Safety Meetings

Budget:

Asked for a Safety Officer Town wide, under the salaries line item for \$65,000 and the Town Administrator did not approve. Kevin took refresher OSHA classes and is getting certified for construction and general industry.

Lincoln asked about Workers Comp claims, Nancy said they are just about all closed out.

Attendance for January 31st Meeting:

Patrice - Y

Anthony - Y

Elise -Y

Jamie -Y

New Business:

Jamie Gilmore asked about the current situation of the Marine Police Unit , \$45,000 for police

labor being extracted from the Waterways Commissioning fund and was concerned that the harbormaster had no control over the situation, Jamie proposed that we delete the \$45,000 expense from the Waterways Commission fund and add it to the Police Budget.

Lincoln Heineman made a motion to adjourn the meeting at 9:35 PM, Jamie Gilmore seconded the motion; Unanimous Vote (5-0).

Lincoln asked Lianne to send the updated schedule for the Advisory Committee.

Nancy informed Lincoln that the By-Law zoning changes language will not be ready for the next meeting, but the draft should not change.

Respectfully Submitted,
Lianne Cataldo (Recording Secretary)

Outstanding Items:

- Nancy to send the presentation that was given to the Board of Selectmen.
- Lianne to send the updated schedule for the Advisory Committee.

Referenced Materials

- Agenda
- Minutes from 1/10 and 1/17
- Departmental Budgets and Goals and Objectives