



**Advisory Committee  
Meeting Minutes  
Community Room, Scituate Public Library  
Thursday, February 15, 2018  
7:00 pm**

**Committee Members Present:** Lincoln Heineman, Chair Mark Sandham, Vice Chair; Sean deLacy; Anthony Antoniello; Patrice Metro; Jerry Kelly and Mike Westort

**Committee Members Absent:** Jamie Gilmore; Geoff Burns

**Also in Attendance:** Nancy Holt, Finance Director; Maura Curran, Board of Selectmen (Advisory Liaison); Sean McCarthy; Michael Breen; William Branton; Sean Anderson

The meeting was called to order at 7:01 pm by Mark Sandham.

Anthony Antoniello made a motion to accept the Agenda, seconded by Mike Westort;  
Unanimous Vote (6-0)

**Department of Public Works Budget Review: Kevin Cafferty**

**Water Enterprise (450) –Sean Anderson**

**Goals:**

- Continue water system improvements
- Replace the roof on the shed at the water treatment center
- Replacement of waterlines on streets with 2 waterlines the plan is to hook up houses to one line while we remove the other one.

**Challenges**

- Staffing
- Meeting streamflow guidelines for First Herring Brook
- Currently getting complaints from residents regarding a problem on Branch Street, we are looking into the issue

**Accomplishments:**

- Redeveloped wells
- Restructured administrative office team
- Cross trained within the department
- Replaced 54 water services and 7 water main breaks
- Fully replaced the granular activate carbon at Water Treatment
- Anthony asked when it was replaced last, and Sean said about 12-15 years ago. Water samples show sufficient improvement even though the water was good to start with. Sean added that supplemental water makes up about 30-40% of the water supply.

- Moving from DOS to Munis, currently doing parallel billing
- Replaced water meters

### **Budget:**

Patrice asked what the process was for employees who are not licensed; Sean said the budget reflects the amount of money for training. There has been a lot of turnover in Distribution and the license is a lengthier process. It takes a long time to replace licensed operators because of location, and non-competitive family benefits and salary. Currently, the Town family benefits package only pays 50% whereas Plymouth, for example, pays 90%.

Anthony asked if they were sampling the wells, and Sean said the Town does all the sampling once a week in-house and then some samples are sent out to labs to be tested on a less frequent schedule.

Jerry asked how the water level was looking compared to prior years. Sean said it is recharged currently because of the time of year and that the water table is high.

Jerry wanted to know how they were going to address the revenue trend going down; the budget reflects earnings on investments in 2016 that were higher compared to 2019. They are down 10% and running out of annual deficit. Kevin explained that the department is doing a rate study for water and sewer rates, which should be done in the next month. It will look at the needs of the Town, what our forecast is and then recommend pricing.

Jerry thought expenses could go up in we use Hull as a water backup

Mike asked what committed interest was. Nancy explained that if you do not pay your water bill it is added to your taxes as a lien with interest.

Mike said we raised the water rates, why is revenue going down. Nancy said that there is a 10% reduction in the budget due to the past droughts.

Patrice asked if in ground water sprinklers used more water, Kevin said they did and that we ask houses to shut them off overnight if it is necessary and that the department sends out people to fine if they do not comply.

Mark asked about water usage and price, Kevin said the more water used the higher the rate is.

Kevin explained the plan of using older wells with filters to add to the current water supply.

Jerry asked about the fine process, Kevin said first there is a warning then a \$50 fine and then a \$100 fine.

Kevin said his goal is to have the best water on the South Shore.

Mike asked about the water liens in regards to the budget, Nancy said it is seasonal and they are not due until February and May.

## **Engineering (411) –Kevin Cafferty and Sean McCarthy**

### **Goals:**

- Finishing water projects they started last year; will be 7 miles of pipeline/pavement. Mike asked if they do the curb work Mike asked, Kevin said they usually do not
- Continue to assist with beach nourishment
- Improvements with loose connections around the Town due to the new Stormwater regulations

### **Accomplishments:**

- 160 contracts
- 190 street opening permits
- Help departments with the bidding process

### **Budget increases:**

Actual in 2017 and actual in 2018 is different, Nancy said due to contracts that are awarded. but the work is not completed so the money is encumbered.

## **Administration (421) –Kevin Cafferty**

Patrice asked about which areas had sewer connections. Kevin explained which areas they planned to connect. He explained that you are not required to connect to the sewer, but if lines are put in, houses will be billed \$19,000. You are supposed to tie in within a year, but if you elect not to, you might not be able to tie in in the future if certain levels are reached.

Patrice asked if the quality of the water was cleaner on sewer, Kevin said if the sewer plant is working correctly. Patrice asked how many on people are currently on sewer and Kevin said about 30% which is approximately 8 ½ thousand customers.

Patrice asked, how many water lines are left to replace. Kevin said we will never be done because it is a continuous process. He further stated that they are going to replace Oceanside Drive which is about 5,000 ft. and the roadways with dual water lines (but he did not know the exact footage).

## **Transfer Station Enterprise (433) Sean McCarthy**

### **Challenges:**

- Challenging market with recyclables, our vendor in Franklin shut down. Cannot put glass in the trash and we have no place to put it. DEP is trying to figure out regulations going forward. We are currently storing them in a safe location until we come up with a solution.

Anthony asked what happened to it before and Kevin thought they ground it up or used it for television screens and possibly concrete.

Mark asked, what was considered bulky waste, Kevin said for example the waste from a house renovation project. Some of the materials like steel can be sold for a profit.

**Accomplishments:**

- Two retirements, new employees hired to replace them

**Budget:**

Jerry asked about the department operating at a deficit and was further wondering if the sales of transfer stickers and trash bags have gone down due to people using trash removal companies. People are not moving to private trash pickup Kevin said. We have to pay for recyclables now paper, plastic cost more. Also, Kevin said they lowered the transfer sticker price two years ago, but they might have to raise it again. Similarly, the cost to get rid of items like mattresses etc. may have to be raised as well.

Jerry asked percentage wise, how we compare to other towns and Kevin said we are much better.

Kevin further explained that out of town contractors who are doing work in Scituate can buy stickers to get rid of waste

Sean suggested giving a discount to new residents for dump stickers to get them into the habit of using the dump, especially if they are from an area that had trash pickup.

Patrice asked about the recycling rate and Kevin said it was up 61%

Patrice also asked what percentage of people had transfer stickers, Kevin said approximately 5,000.

Mike suggested raising the price for trash bags or stickers.

Jerry asked, If you are sending down glass are you going to get surcharged, Kevin said they will just send it back.

On a side note, Kevin explained that smoke detectors are radioactive so only throw one away in a trash bag at once.

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

- Hatherly Road (Turner to Jericho Road) drainage pipe repair
- Replace sidewalk on Jericho to Turner Road
- Repairs to Lawson Road if money is available

**Challenges:**

- Stay within budget due to flooding due to storms
- Constant tree removal
- Waterline backfill: When you use fresh gravel, it stays in place, but the road (because of clay) rises and the trench stays where it is so you end up with patches that are not level

Jerry asked about storage for the equipment, specifically how you keep it stored so it keeps its value. Kevin said it was a challenge. Currently, they use the old Salt Shed and the firehouse bays

to store equipment, but they constantly shuffle items around. Kevin said they are going to put up a Quonset hut for some of the trucks. Mark asked if they could put another facility on the DPW lot, and Kevin said they are out of room.

### **Snow and Ice (423) –Mike Breen**

Level funded and no major changes

Patrice asked how many people plow during a storm and Kevin replied 25 town vehicle and 30 contractors. The Contractors bring their own equipment. If it is a small storm we try not to use contractors, if bigger storm we use approximately 50.

How is the feedback from residents Mark asked, Mike said it was good.

### **Accomplishments:**

- Wellness Training was a success, worked with insurance agency to have someone come in and teach yoga and nutrition.
- Went to snow school. This focused on how to prepare for storms and how to pretreat, treat and calibrate equipment. You can use less salt and therefore save money if your equipment is calibrated.

### **Budget:**

\$66,000 left in budget and \$50,000 in blanket purchase orders to contractors

Salt is a major cost for the department

### **Public Grounds (429) –Mike Breen**

#### **Goals:**

- Road side cutting, poison ivy removal
- Improve practice and ball fields
- Trash removal at beaches and parks
- Tree removal
- Fertilize and line stripe fields
- Grass cutting in the Commons, cemeteries and fields

### **Challenges:**

- Maintaining the Town's playing fields

### **Budget:**

In the Rentals line Jerry asked about requesting [approximately] \$113,000 but only receiving \$98,000. Mike said they could manage with the \$98,000.

Mike Westort asked if the department had more money could they make the fields better. Mike Breen thought they could with loom and hydro seed. However, they really need to take fields off line so they can have time to replenish. The fields are currently overused. Also, spring and fall is when you grow grass and that is when our fields are used most.

## **Sewer Enterprise (440) –Will Branton**

### **Goals:**

- Safe working environment through training
- Continue to replace equipment
- Mitigate sources of inflow and infiltration (ground water and salt water are getting in because it is an older system) Mark asked, how do you determine where it enters, Kevin said they put in gauges at night to figure out inflow.
- Cedar Point is next project to replace with a low pressure force main
- Regional study to explore options to provide sewer to North Scituate

### **Accomplishments:**

- As of Sept 2017, we have been meeting the Copper limit with our pilot treatment system. Will explained that the system adds a sulfur containing polymer which captures the copper so it can be removed from the waste. This is a cost effective solution to a problem that has been going on for years. It would be a \$600,000 Capital Cost compared to alternatives that would cost about \$15M. Anthony asked if they had the permit yet, Will said they should have it a year or two years from now.

Lincoln entered the meeting at 8:46 PM

### **Budget:**

Jerry brought up the fact that the Sewer Enterprise Fund is projected to run at a deficit of \$494,950 for Fiscal Year 2019. This will result in a Balance of a Retained Deficit of \$198,560. He asked what the plan was to return both of these items to positive territory. Kevin said that the rate study that they are doing should hopefully help solve the problem.

### **Approval of meeting minutes from February 8th, 2018**

**Jerry Kelly made a motion to approve the February 8<sup>th</sup> meeting minutes Anthony seconded the motion; (4-0). The vote was 4 in favor due to the fact that Lincoln Heineman, Mark Sandham and Sean deLacy abstained from voting because they were not at the last meeting. There were no opposing votes.**

There was no new business to discuss

### **Adjournment**

**Mark Sandham made a motion to adjourn, Lincoln Heineman seconded the motion, the meeting adjourned at 8:55 PM; Unanimous Vote (7-0).**

Respectfully submitted by,  
Lianne Cataldo (Recording Secretary)

### **Outstanding Items:**

- *None*

### **Referenced Materials**

- Agenda
- 02/08/18 Meeting Minutes

- FY 2019 Town Budget