

CHARLES RIVER POLLUTION CONTROL DISTRICT
66 Village Street, Medway, MA 02053

Minutes from May 11, 2022 Monthly Meeting – 3:00 p.m.

The meeting was held in the John McCahill Conference Room at the District's treatment facility. In attendance were, Chairman Douglas M. Downing, District Commissioners Michael Callahan, David C. Formato, Wolfgang Bauer and Mark Cataldo and Executive Director Elizabeth Taglieri, Engineer Kristen Mucciarone and Executive Secretary Barbara W. Maffeo. Also in attendance were representatives from Tetra Tech, Vice President Anthony Omobono, P.E. and Mark L. Negrotti, P.E. Senior Project Manager and Alan Earls from the Franklin Observer.

The following attachments were presented during the monthly meeting and are on file at the District with the approved minutes.

- Prior Year Comparison of O & M Budget (July 2020 – April 2021 vs. July 2021 – April 2022);
- Year to Date O & M Budget versus Actual (July 2021 – April 2022);
- Overview of FY 2022 Budget dated May 11, 2022;
- Septage Revenue – Prior Year Comparison (July 2020 – April 2021 vs. July 2021 – April 2022);
- Sewer connections (April 2022);
- Copy of Warrant #22-11 dated May 11, 2022;
- Tetra Tech Proposal to Prepare Invitation for Bids (IFB) Documents for a Select Section of the Mine Brook Interceptor (MBI) to be Cured In Place Piping (CIPP) Lined located adjacent to Elm Street Franklin, MA dated April 27, 2022.

Item #1 – Update On Infiltration and Inflow (I/I) Program.

The Director led the discussion on Tetra Tech's Proposal to Provide Engineering Services for the Cured in Place Piping (CIPP) Lining of Pipe and Manhole Rehabilitation of Mine Brook Interceptor (MBI) Subsystem. The Director followed up with representatives from CDM Smith regarding their proposal for the aforementioned. Both the contract details and projected cost proposed at an earlier monthly meeting will remain as submitted. Representatives from Tetra Tech were in attendance to answer the Board's questions regarding their proposed contract.

After a brief discussion a motion was made by Commissioner Formato and seconded by Commissioner Cataldo to authorize the Director to sign Tetra Tech's proposal contingent upon execution of terms and conditions that are suitable to the Director. The upper limit, not to exceed the fee for the proposal is \$39,900 and will be invoiced based on time and expenses.

VOTED: That the District approves the preceding motion. The vote was unanimously approved.

Item #2 – Discussion on the Proposed Ban of the Acceptance of Oil and Grease from Septage Haulers.

Historically, the District has accepted oil and grease from local restaurant grease traps. The treatment process does not treat for oil and grease and becomes very labor intensive and expensive to remove when it clogs pipes and accumulates in tanks. The income from the last twelve months amounted to \$13,000 that results in 1.5% of the District's revenue. With the Board's approval the Director will issue a notice citing a change in District policy, effective July 1, 2022, discontinuing the acceptance of oil and grease. Grab samples from each truck are taken and pH is measured in the District's lab. In anticipation of the change in policy the District will increase the fines for oil and grease disposal. The Commissioners also suggested that the Director's notice include statements noting that violators will have their hauler privileges suspended or revoked if/when a violation occurs. The Board supported the Director's change in policy on behalf of the District.

Item #3 – Update on Notice of Intent (NOI) for Tree Removal on West Side of Aeration Tanks.

The Director noted there is a scheduled informal discussion with the Medway Conservation Commission tonight. If there is a continuation of the NOI process, there will be a hearing that will follow in two weeks. Medway rate payers will be paying for the tree replacements. The Director will keep the Board up to date on the aforementioned.

Item #4 – Approval of Warrant #22-11.

A motion was made by Commissioner Cataldo and seconded by Commissioner Formato to approve Warrant #22-11 as shown in the agenda.

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| a. | O & M | \$278,538.57 |
| b. | Capital Projects | \$ 3,832.83 |

VOTED: That the District approves the preceding motion. The vote was unanimously approved.

Item #5 – Engineer's Report.

- a. Submittal of Semi-Annual Landfill Monitoring Report. The Engineer recently submitted the aforementioned to the Massachusetts Department of Environmental Protection (MassDEP). The Engineer is awaiting a response from MassDEP related to a schedule she submitted requesting a reduction in testing.

Item #6 – Executive Director's Report.

- a. NPDES Compliance Report. The treatment facility was in compliance for the month of April 2022.
- b. Sewer Connection Approvals – April 2022. The following sewer connections were approved earlier on an individual basis. (gallons per day – gpd).

Bellingham	1 home	220 gpd
Millis	5 homes	1,430 gpd

- c. Update on District Employee Evaluations. The Director completed all the annual employee evaluations. Every three to six months the Director will check in with employees to determine whether employees are achieving their goals.
- d. Update on District's health Insurance - The District and the town of Franklin will be joining MA Strategic Health Group. The plans will be increasing 2-6.5%, versus ~20% if no change was made.
- e. Update on Advertisement of Maintenance Mechanic Position. Resumes have been received and will be reviewed. The Director advertised on the internet site INDEED, Tri County school, community colleges with training programs and wastewater groups.
- f. Update on Co-op Students with Tri-County. The two co-op students started working on May 2, 2022. The students are currently juniors attending the Tri-County school.
- g. Next Meeting Tuesday, June 14, 2022.

Item #7 - Approval of Minutes from April 13, 2022 Monthly Meeting.

A motion was made by Commissioner Cataldo and seconded by Commissioner Bauer to approve the monthly minutes as amended, and to forward a copy of the minutes to all attendees of the meeting. Commissioner Callahan was not in attendance for the meeting and abstained from voting.

VOTED: That the District approves the preceding motion. The vote was unanimously approved.

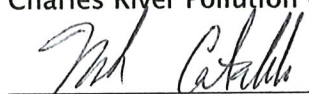
A motion was made by Commissioner Callahan and seconded by Commissioner Formato to adjourn the annual meeting following immediately after monthly meeting.

VOTED: That the District approves the preceding motion. The vote was unanimously approved.

The next monthly meeting is scheduled June 14, 2022 at 3:00 p.m. in the John McCahill Conference Room at the Charles River Pollution Control District.



Barbara W. Maffeo, Executive Secretary
 Charles River Pollution Control District

 6/14/22

Mark Cataldo, Clerk
 Charles River Pollution Control District

Date

The preceding is presumed to be a complete and accurate account of the items discussed and agreements made unless the District is notified to the contrary within seven days of distribution.