

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

Minutes from July 26, 2021 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 Peter Jurmain, member of the Millis Select Board and Barry Smith, Superintendent of Water and Sewer Department in the town of Medway.

Chairman Downing asked the Director if the District was required to provide a virtual link to the public to participate or observe the District's public meetings as a result of the Governor Baker's Order Suspending Certain Provisions of the Open Meet Laws which were recently extended until April 2022. The Director had contacted District legal counsel at an earlier date and was advised that if the meetings are open to the public then there is no need to provide a virtual means of attending the meeting.

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 2019 – June 2020 vs. July 2020 – June 2021);
- Year to Date O & M Budget versus Actual (July 2020 – June 2021);
- Overview of FY 2021 Budget dated July 20, 2021;
- Septage Revenue – Prior Year Comparison (July 2019 – June 2020 vs. July 2020 – June 2021);
- Sewer connections (June 2021);
- Field Report from Tetra Tech dated July 1, 2021 related to field observations and photographs at CRPCD Septage Tank Yard Piping Point Repair;
- Copy of Warrants #21-13 and #22-01 dated July 20, 2021.

Item #1 – Discussion on Other Post-Employment Benefits (OPEB) Trust Fund signature of the Declaration of Trust and Agreement for the District's OPEB Trust Fund.

The Director contacted District legal counsel and updated the Commissioners regarding the aforementioned. District legal counsel advised the Director that the Board of Commissioners voted to create the OPEB Trust Fund and named the Trustee. Therefore, the Commissioners should sign the Declaration of Trust and Agreement for the District's OPEB Trust Fund.

Item #2 – Update on Repair of Septage Drain Line.

The Director provided a handout from Tetra Tech of field observations and photographs of the septage tank yard piping point repair at the District's septage holding tank. The one day repair to replace the pipe/elbow where there was a hole cost \$21,800 and took place on July 1, 2021.

Item #3 – Approval of Warrant #21-13.

There was discussion regarding an invoice for \$19,000 from CDM Smith related to the I-495 Supervisory Control Data Acquisitions (SCADA) control systems and Variable Frequency Drive (VFD) upgrade. The Director informed the Board that the project was over budget and that CDM Smith had invoiced for the full amount of the contract prior to the 4 days of startup and testing. The Commissioners requested the project engineer, Eric Silverman, from CDM Smith attend the next monthly meeting to discuss said invoice. The Director will hold the payment for \$19,000.

A motion was made by Commissioner Formato and seconded by Commissioner Cataldo to amend Warrant #21-13 by removing and tabling until the next meeting the invoice from CDM Smith for the I-495 Pump Station Control Systems and VFD Upgrade as cited as a Capital Projects expense in the amount of \$19,000.

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

A motion was made by Commissioner Cataldo and seconded by Commissioner Callahan to approve Warrant #21-13 as amended.

- a. O & M \$231,434.39
- b. Capital Projects \$ 2,513.65

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

Item #4 – Approval of Warrant #22-01

A motion was made by Commissioner Formato and seconded by Commissioner Cataldo to approve Warrant #22-01 as shown on the agenda.

- a. O & M \$385,592.78
- b. Capital Projects \$152,675.00

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

Item #5 – Engineer's Report.

District Engineer Kristen Mucciarone has returned to work full time. Also, her new office is complete located on the first floor.

Item #6 – Executive Director's Report.

- a. NPDES Compliance Report. The treatment facility was in compliance for the month of June 2021, except for a violation on the daily maximum concentration for ammonia.

This was due to insufficient dissolved oxygen in the aeration tanks overnight from draining a clarifier and a power outage. The Director had CDM Smith install an alarm through SCADA to dial out if the dissolved oxygen was out of range for an hour and a half. Because of excessive rain in the month of July and lower permitted flow amounts, the District will most likely violate said flow limit for the month of July.

There was additional discussion related to the inflow and infiltration (I/I) that occurred during the heavy rain, particularly on the day the area received four inches of rain.

Discussion centered on sharing data with member communities related to I/I as measured at the District's flow meters.

Commissioner Callahan and Medway Superintendent of Water and Sewer Barry Smith spoke about the Town of Medway installation of an additional twelve temporary flow meters to monitor I/I. The installation of said meters would be coordinated with District staff. Mr. Smith reported there have been twenty eight repairs with approximately ten on the docket for repair as of this date. Approximately seventy five percent of the system has been inspected with the camera.

- b. Sewer Connection Approvals – June 2021. The following sewer connections were approved earlier on an individual basis. (gallons per day – gpd).

Bellingham	1 home	330 gpd
Franklin	1 home	550 gpd
Millis	1 home	220 gpd

- c. Update for Secondary Clarifier #3. Interstate Water and Wastewater Specialists will repair the clarifier at an estimated cost of \$30,000. There was a brief discussion about where the monies will come from to pay for the expenditure. Secondary Clarifier #3 has a broken drive. The bearing and seal must be replaced because of water in the drive and the column has shifted and rotated so it must be taken apart and reset. One of the relief plugs may have lifted when the clarifier was online because of high groundwater. The tanks are set down into the ground and the groundwater may be higher than the water elevation in the tank. The dewatering wells may have to be run more often if the water reaches a determined level.
- The Director mentioned the groundwater monitoring wells are checked regularly and the water is pumped to the secondary effluent when taking down the clarifier. She recommended a more regular inspection of the monitoring wells will be conducted when the clarifiers are offline to confirm actual ground water levels around the secondary clarifiers.
- d. I-495 Pumping Station Installation of 3 Variable Frequency Drive (VFD). All three VFD's were installed and are working well.
- e. Scheduling the Director's Review. The Commissioners will meet with the Executive Director prior to the scheduled monthly meeting at 2:30 pm on August 11, 2021.
- f. Salmon Property Update. The District will borrow the Town of Medway's camera on August 4, 2021 to inspect the District's interceptor located on the Salmon property.

- g. Sewer Use Regulations Update. The Director guided Peter Jurmain, a member of the Millis Select Board, to the Town of Franklin's Sewer Use Regulations for his perusal.

Item #7 – Approval of Minutes from the May 12, 2021 Monthly Meeting, May 12, 2021 Annual Meeting, June 16, 2021 Monthly Meeting and June 24, 2021 Special Meeting.

A motion was made by Commissioner Callahan and seconded by Commissioner Cataldo to approve the monthly minutes for May 12, 2021 and the May 12, 2021 Annual Meeting minutes and to forward a copy of the minutes to all attendees of the meeting.

VOTED: That the District approves the preceding motion. Commissioner Bauer abstained from voting.

A motion was made by Commissioner Formato and seconded by Commissioner Callahan to approve the June 16, 2021 monthly minutes and to forward a copy of the minutes to all attendees of the meeting.

VOTED: That the District approves the preceding motion. Commissioners Bauer and Cataldo abstained from voting.

A motion was made by Commissioner Cataldo and seconded by Commissioner Formato to approve the June 24, 2021 Special Meeting minutes and to forward a copy of the minutes to all attendees of the meeting.

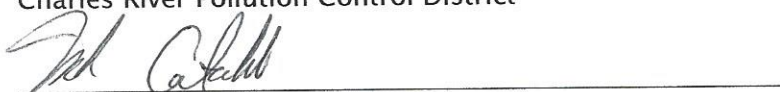
VOTED: That the District approves the preceding motion. Commissioners Bauer and Callahan abstained from voting.

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

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

The next monthly meeting is scheduled August 11, 2021 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


Mark Cataldo, Clerk
Charles River Pollution Control District

8/11/21

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.