

**Sewer Commissioners Meeting
Minutes of Tuesday, January 26, 2021
Zoom Remote – Public Access**

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TA Tony Schiavi
ATA Glenn Cannon

Sewer Commissioners

James Potter, Chairman
Jared MacDonald, Vice-Chairman
Judy Froman, Clerk
Peter Meier
George Slade

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If you already have the Zoom App downloaded to your device or computer, you may simply join the meeting by entering the Meeting ID and Password noted above, or go to <https://zoom.us/meetings> and look for the Join Meeting button.

Participants wishing to speak should click the "Participants" icon on the lower toolbar and then click "Raise Hand" in the dialog box to notify the Chair. The Chair will recognize participants. The 'Chat' keyboard feature will not be utilized for discussion or recognition during this meeting. Participants who are calling into the meeting and wishing to speak should press *9 to notify the Chair. The Chair will recognize participants. Please MUTE your phone/microphone upon entry.

All items within the meeting agenda are subject to deliberation and vote(s) by the Board of Sewer Commissioners.

Documents:

Meeting Called to Order

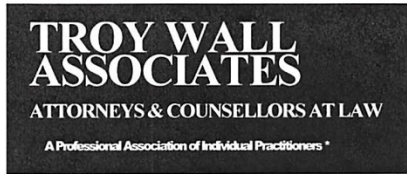
Chm. Potter called the meeting to order.

1) Salute to the Flag

4) Sewer Business

G. Town Counsel Opinion relative to the Board of Selectmen performing the duties of the Board of Sewer Commissioners

James Potter briefly went over the letter from Attorney Troy.



Memo

To: Anthony E. Schiavi, Town Administrator
From: Robert S. Troy, Town Counsel *RST*
Date: January 4, 2021
Re: Board of Sewer Commissioners

This will respond to your request for my Opinion as Town Counsel as to whether the Town must act, pursuant to Massachusetts General Laws Chapter 41, Section 21, in order to legally constitute a Board of Sewer Commissioners. In 2012, the Town Meeting requested the General Court to enact Chapter 117 of the Acts of 2012. In that legislation, titled "An Act Amending the Charter of the Town of Bourne," the Legislature and the Governor authorized the Board of Selectmen to act as Sewer Commissioners "...until such time as the Town adopts legislation creating a board of sewer commissioners." The Special Act constitutes the Board of Selectmen as the legally authorized Board of Sewer Commissioners until and if the Town decides to alter that mechanism by adoption of an amendment to the Town of Bourne Home Rule Charter establishing a separate and distinct Board of Sewer Commissioners different than the Board of Selectmen. The Town may or may not decide that it is preferable or appropriate to do so. Until the Town acts, the Selectmen are the legally constituted Board of Sewer Commissioners. The provisions of Chapter 41, Section 21 permit a Town to replace an appointed Board of Sewer Commissioners to an elected Board. Since the Board of Selectmen are already an elected board, it is my Opinion that the aforesaid statutory section is not pertinent to the current authorization in the Charter to permit the Selectmen to also serve as Sewer Commissioners. If the Town wants to elect or appoint a separate and distinct Board of Sewer Commissioners, the appropriate path would be through the Charter Amendment Process that is delineated in Section 8-1(a) of the Charter, titled "Charter Revisions and Amendments."

Thank you.

2) Consent Agenda

A. Approval of Open Session meeting minutes: 12-22-2020

Voted: Judy Froman moved and seconded by George Slade to approve the December 22, 2020 minutes for the Sewer Commissioners.

Roll Call Vote: George Slade – Yes, Jared MacDonald – Abstain, Peter Meier – Yes, Judy Froman – Yes, James Potter - Yes

Vote: 4-0-1.

3) Sewer Allocation Update

A. Oak Bay Brewery — 140 Main Street

B. Formerly Nick's Pizza House — 205 Main Street

3.A. Oak Bay Brewery — 140 Main Street

Tony Schiavi said the past two 6-month reviews we didn't get an update. There was evidence the applicant may have abandon the project. We sent a letter to the applicant on the 5th of January to get an update on his project. The Board gave him a 90-day extension to give the BOS an update on the project. There was communication between the applicant and the Engineering Department. The information we have is the project is no longer going to happen. At our next meeting in March, we can turn the allocation (2,256) for that project back to the town's available allocation.



January 21, 2021

TO: Board of Sewer Commissioners
 FROM: Timothy Lydon, Bourne Engineering
 RE: Commercial Wastewater Allocation Policy
 LOCUS: 140 Main Street, Map 23.2 Parcel 145.00

Subject: Recent Discussions with Oak Bay Brewery

Purpose:

The purpose of this memorandum is to memorialize a conversation between Oak Bay Brewery (Oak Bay) management (Brian Poulan) and the Town of Bourne Engineering Department engineering technician Timothy Lydon in which Oak Bay expressed they will not be seeking to open their business at the previously approved site at 140 Main Street by the Board of Sewer Commissioners (BOSC).

Facts:

In the Fall of 2019, the Planning Board approved conditions for Oak Bay Brewery to seek a building permit to outfit 140 Main Street to become a complete operational brewery. On December 18, 2019, the BOSC voted to approve a preliminary allocation of 2,256 gpd for a cost of \$7,256 that was paid on January 16, 2020.

Over the Fall of 2019 through the Spring of 2020, discussions with Oak Bay and the Inspections Department occurred in regard to the FEMA substantial improvement (SI) costs of outfitting the building with brewery equipment. With contributions from the Engineering and Conservations Department, it was understood that the improvements would exceed 50% of the value of the structure due to the brewery equipment being considered a "built-in appliance." Discussion between FEMA and Oak Bay transpired and in an email to the Engineering Department on March 12, 2020, Oak Bay went on to say, "I spoke directly with a FEMA rep last week and was told that with the tanks, as they are required to be bolted to the floor, would be considered 'Built-In Appliances' and therefore the value of the tanks would not be exempt from the substantial upgrade total." This fact along with how the Town also interoperates the definition of "built-in appliances" the applicant would need to dry-flood proof the building using retrofit guidelines from FEMA and IBC and State building codes. This appeared to be enough of a deterrent for the applicant.

On January 4, 2021 I reached out to Oak Bay and requested information in order to reach out to FEMA for a further discussion on any concessions that could be made when retrofitting brewery equipment as so it would not be deemed a "built-in appliance." Upon engaging with Oak Bay it was quickly understood that what had transpired over their permitting process had soured their desire to work with the Town further, "Hey Tim...Thanks for reaching out. Unfortunately it's too late. I had (no) choice but to terminate my lease on the building and end the hemorrhaging of (money) being spent trying to bring a great business to the town. Hoping to find a new home (no idea how the East Wareham location showed up on the page...I need to delete that) for the business soon. Take care, -Brian"

The Town has made other efforts to reach out to Oak Bay Brewing to receive no response. The preliminary allocation review period has lapsed a second time. This is the only response on record and should be examined by the BOSC.

3.B. Formerly Nick's Pizza House — 205 Main Street

Tim Lydon, Bourne Engineering, said 205 Main Street was a former (fast food) restaurant. There were only 19 seats. For fast food Title V allocation, it would only be about 20 gpd per seat. The minimum for a restaurant for that would be 1000 gpd. They will probably use less

than what our Title V would be.



January 21, 2020

TO: Board of Sewer Commissioners
 FROM: Timothy Lydon, Bourne Engineering
 RE: Commercial Wastewater Allocation Policy
 LOCUS: 205 Main Street, Map 19.4 Parcel 261.00

Subject: Allocation for 205 Main Street

Purpose:

This memorandum serves as a correspondence from the Engineering Department for a request by the Town Administration office to outline the responsibilities of the building permit applicant of 205 Main Street to file for a Commercial Wastewater Allocation application.

Facts:

- 205 Main Street is a former pizza restaurant described as "fast food" and "eating/drinking establishment" by the Bourne Assessor's Department on its current field card.
- This property is referenced by its former occupant as "Nick's Pizza."
- The property currently has a building permit in a transitional phase to be refiled with the Inspections Department to expand on its walk in cooler. This does not change parking, egress, or utilities.
- The transfer of ownership of this property occurred on September 12, 2016 and has not been in operation since just before that date.

It is the understanding of the Engineering Department that if the new applicant would like to open the same business "by right" per Zoning Bylaw Section 2800 then it would not have further permitting by the Planning Board. With that, the applicant would not be responsible to file with the Board of Sewer Commissioners per the Commercial Wastewater Allocation Policy.

Respectfully,

Timothy Lydon
 Engineering Department

Voted: Judy Froman moved and seconded by George Slade to confirm the project located at 205 Main Street does not require sewer allocation as outlined in the Town of Bourne Commercial Wastewater Management Allocations Policy Section 1, purposes of these policies and procedures.

Roll Call Vote: Judy Froman – Yes, George Slade – Yes, Peter Meier – Yes, Jared MacDonald – Yes, James Potter - Yes

Vote: 5-0-0.

4) Sewer Business

A. Upper Bay Project (Bourne-Wareham-Marion-South Plymouth)/Buzzards Bay Coalition — Final Cape Cod Canal Hydrodynamic

- Report Presentation [Approx. 15 minutes]
- Questions & Answer period to follow [Approx. 30 minutes]

B. Savary Ave. Septic System update

C. Comprehensive Wastewater Management Plan contract update

D. Buzzards Bay Wastewater Treatment Facility:

- i. **Project timeline review —**
 - ii. **Operation and Maintenance Contract update**
 - iii. **Professional Engineering Services Contract update**
- E. Inflow and Infiltration Study contract update**
- F. FY22 Sewer Budget update**
- G. Town Counsel Opinion relative to the Board of Selectmen performing the duties of the Board of Sewer Commissioners**

4.A. Upper Bay Project (Bourne-Wareham-Marion-South Plymouth)/Buzzards Bay Coalition — Final Cape Cod Canal Hydrodynamic

- **Report Presentation [Approx. 15 minutes]**
- **Questions & Answer period to follow [Approx. 30 minutes]**

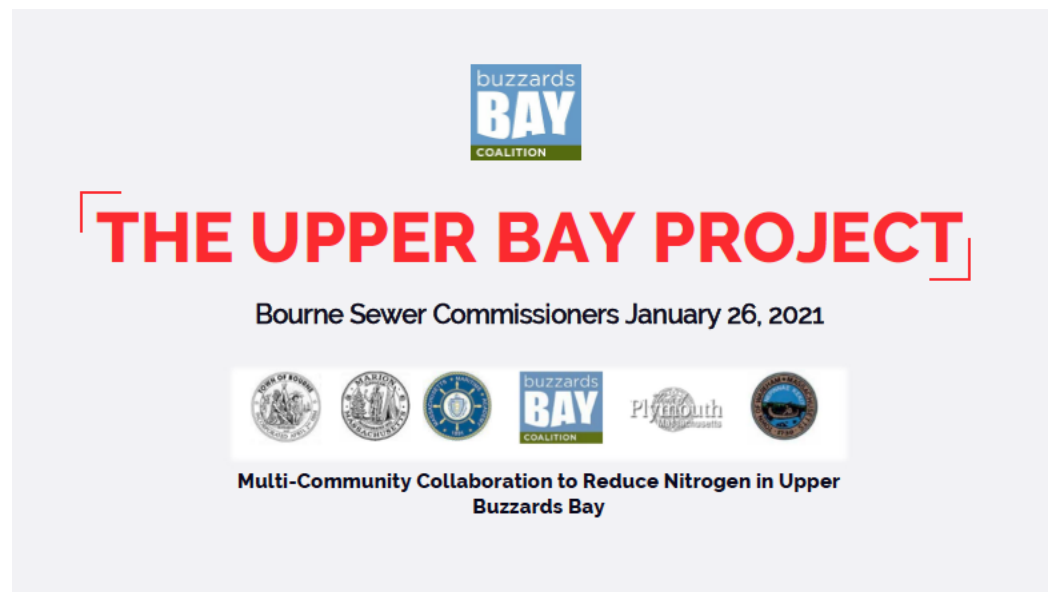
James Potter gave a brief background on the upper bay project.

Korrin Petersen, Senior Attorney, Buzzards Bay Coalition

Dr. Rachel Jakuba, Science Director at the Buzzards Bay Coalition – Water Quality Monitoring

Jim Churchill, Oceanographer Emeritus at Woods Hole Oceanographic Institute – Hydrodynamics.

Bill Hubbard, Professor of the Marine Science, Safety, and Environmental Protection Department at Massachusetts Maritime Academy – Benthic Research



PROJECT OVERVIEW

Problem

- Significant amounts of pollution degrade near shore embayments like Buttermilk Bay.
- Existing title 5 septic systems do not treat for nitrogen resulting in large amounts of pollution to near-shore embayments including Buttermilk Bay.

Solution

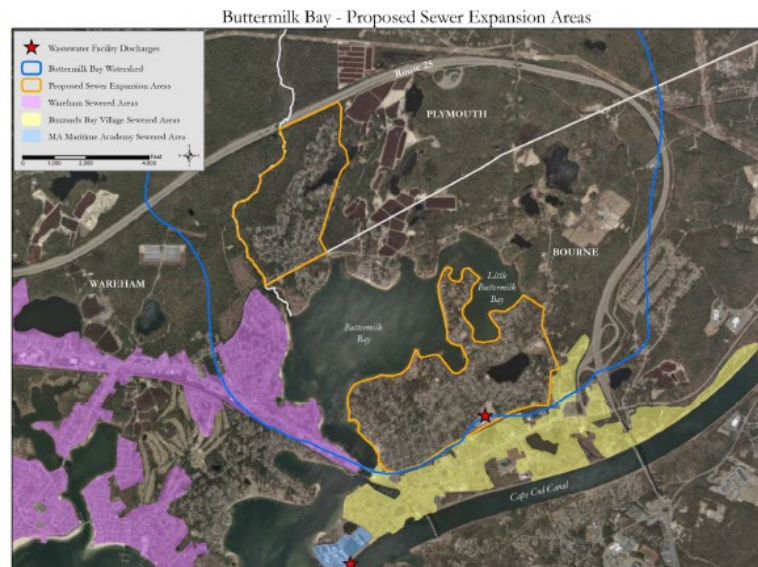
- Capitalize on excellent treatment at a Regionalized wastewater treatment plant in Wareham. Plant achieves a 95% reduction in pollution.
- Combined with an existing discharge at MMA – a discharge that avoids impacting sensitive embayments.

Result

Significant reduction of nitrogen pollution to Bourne's waters.



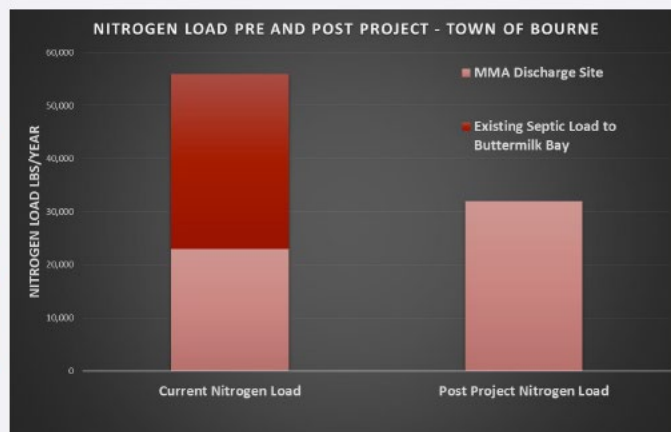
NITROGEN POLLUTION



NITROGEN POLLUTION

Estimated Net Nitrogen Reduction of 24,000 lbs to Bourne's waters alone. (approximately 1,300 homes)

Small nitrogen increase at Canal of 9,000lbs/year.



Science Panel

- Dr. Rachel Jakuba, Science Director at the Buzzards Bay Coalition – Water Quality Monitoring and Habitat Analysis
- Jim Churchill, Oceanographer Emeritus at Woods Hole Oceanographic Institution – Hydrodynamics
- Bill Hubbard, Professor of the Marine Science, Safety and Environmental Protection Department at Massachusetts Maritime Academy – Benthic Research



UPPER BAY WATER QUALITY

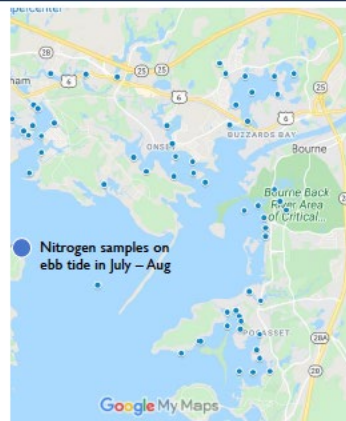
BOURNE SEWER COMMISSIONERS MEETING JANUARY 26, 2021

RACHEL JAKUBA, PHD, BUZZARDS BAY COALITION SCIENCE DIRECTOR



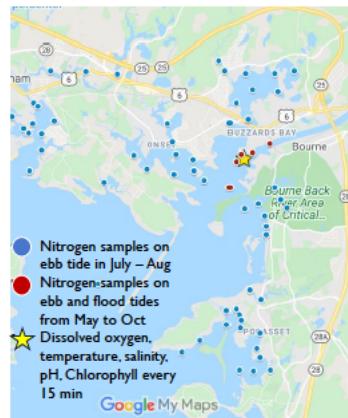
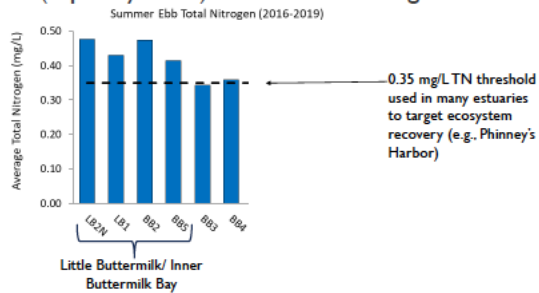
MONITORING NITROGEN POLLUTION

- Water quality monitoring since 1992 by the Coalition



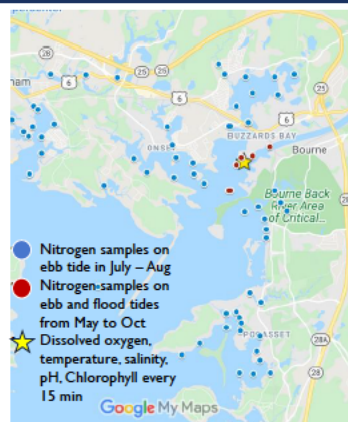
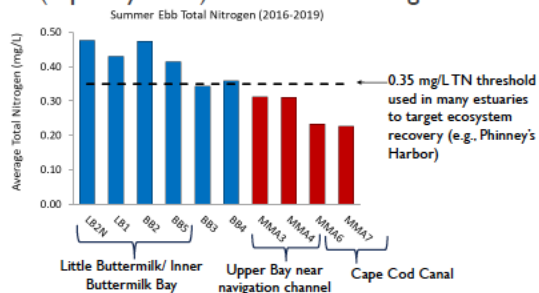
MONITORING NITROGEN POLLUTION

- Estuaries overloaded with nitrogen, resulting in eelgrass loss and shellfish bed closures
- Nitrogen is highest in inner estuaries due to high inputs (septic systems) and limited flushing



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PROJECT IMPACTS ON WATER QUALITY

- Removal of large source of nitrogen to Buttermilk Bay (Title 5 septic systems)
- Treatment of wastewater by a plant that is extremely efficient at removing nitrogen pollution
- Remaining nitrogen will be discharged outside of the sensitive inner estuaries
- High level of nitrogen treatment also removes many contaminants of emerging concern that are not treated by Title 5 septic systems
- Centralized wastewater treatment facility provides for future treatment as we understand emerging contaminants better

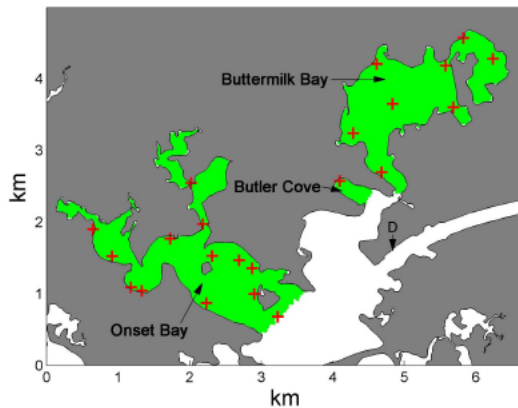
A Study of Effluent Discharge into Cape Cod Canal

Framing the Impact using Measurements and Modeling



The Measurements

From BBC's Citizen Scientist Monitoring Program



Multi-year Sampling Sites

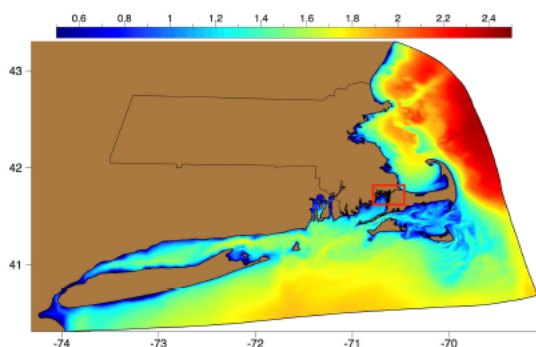
Samples acquired in summer during outgoing tide, and analyzed for **Total Nitrogen (TN)**, among other nutrients

The Modelling

A Hydrodynamic model: simulates the currents, temperatures, etc. in Buzzards and Cape Cod Bays.

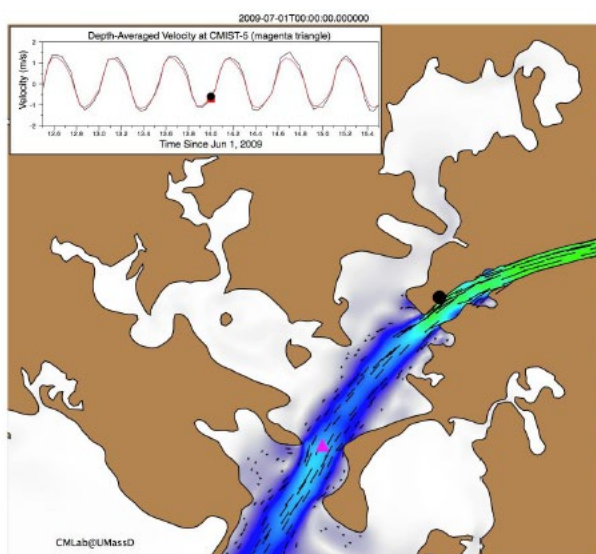
A Plume-Tracking Model: uses the currents generated by the hydrodynamic model to trace the movement of the plume discharged from the MMA outflow.

The Hydrodynamic Model



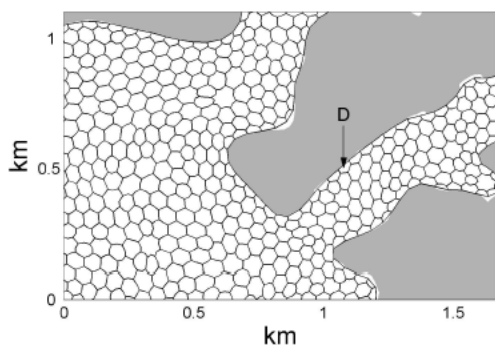
Covers the coastal zone off SE New England

Has been used by Geoff Cowles and Jim Churchill (and others) in lots of studies and has been extensively tested.



For example

The Plume-Tracking Model



Same domain as hydrographic model

Fine resolution in the area of the discharge

The Discharge Scenario



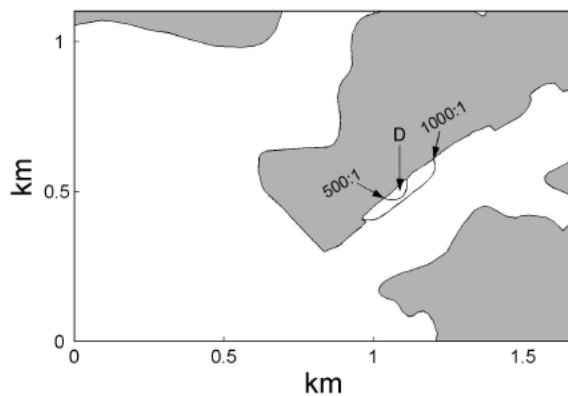
- Tertiary Treatment
- 3 mg/l discharge concentration
- 10 Million Gallons per Day (worst case scenario – 3.5 MGD is projected)

The Questions



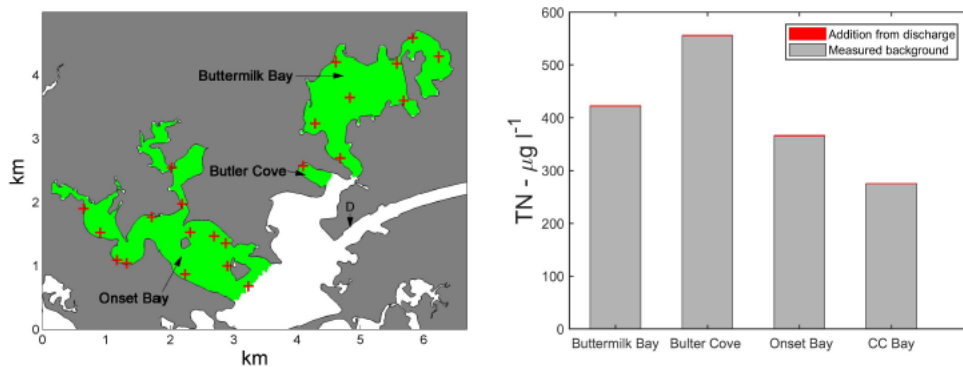
1. What is the dilution expected near the discharge?
2. What effect will the discharge have on the TN in sensitive areas?

Question 1



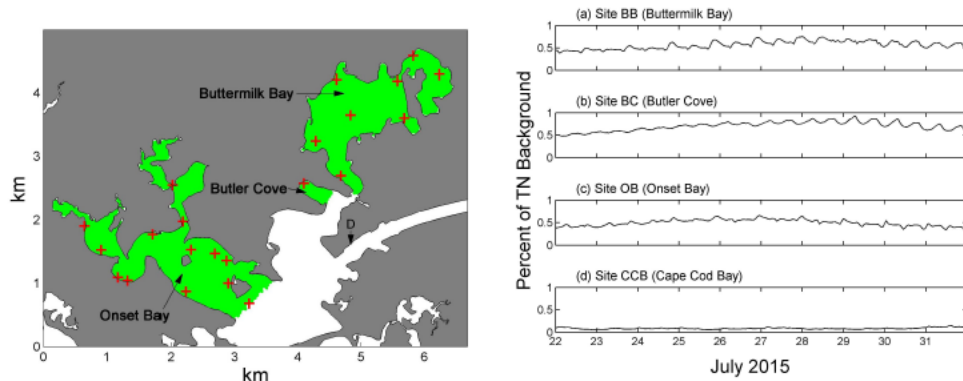
The 1000:1 dilution horizon is very close to the discharge.

Question 2



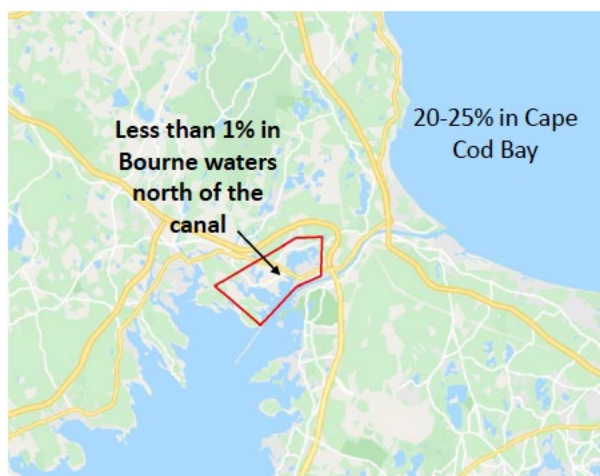
The contribution from a 10 MGD (largest projected) discharge to the background TN is tiny

Question 2 more



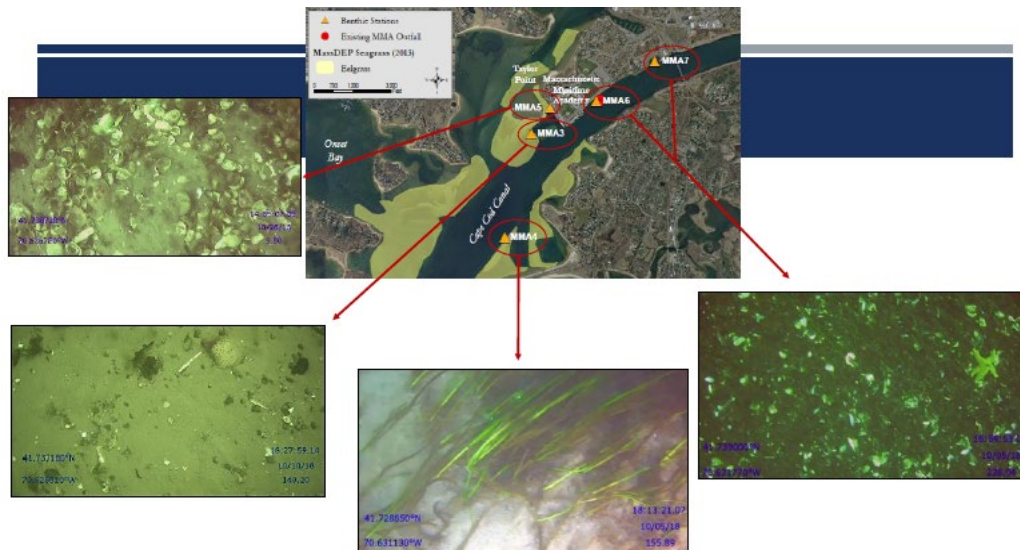
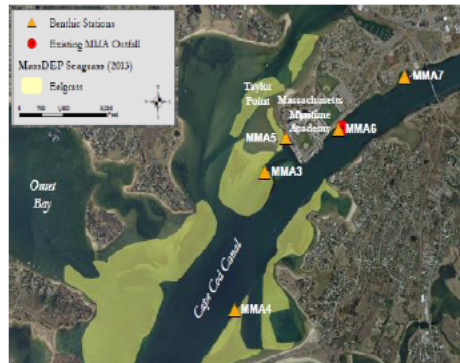
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Following the Mass

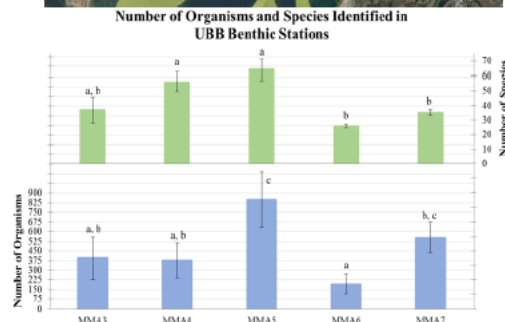


BENTHIC SURVEY

- Stations selected in consultation with officials from MassDEP, CZM, DMF, and BBC Science Advisory Committee
 - Correspond with WQM stations
- Sample collection in October 2018
 - DEP approved QAPP
 - Still photos and video footage
 - Five replicate grabs collected at each station (3 processed for species identification, 1 process for sediment characteristics, 1 archived)



- Higher biological diversity outside the canal vs canal stations
 - Highest number of species and organisms at MMA5 (*Crepidula fornicata* bed)
 - Lowest number of organisms and species at MMA6 (WWTF outfall)
- Relatively low total organic carbon (0.14 – 0.41%) and low silt content with highest TOC/silt at MMA5



Bill Morresy, Gray Gables, spoke about MMA wanting to expand, more students, more effluent going into the harbor. Think about putting the effluent down the canal as opposed to where people and kids go swimming

Korrin Petersen said the treatment would be occurring at a wastewater treatment facility in Wareham not at MMA. The calculations included MMA expanding. Mrs. Petersen also spoke about the type of water quality that will come out of the pipe.

Kerry questioned when will the 10 million be reached?

Korrin Petersen said it will be very unlikely we'll get to 10 million gpd. The 3½ million that is projected will probably take about 40 years.

Paul, questioned the economic cost, is MMA going to do anything about the water quality?

Bill Hubbard said the water quality that will be coming out of the future project is better than what MMA can do.

Korrin Petersen spoke about what would happen if there was a power outage.

Michael spoke about the difference between what the boats discharge in the canal and what the plant will discharge in the canal.

Korrin Petersen said the boats should not be discharging into the canal, the discharge coming out of the plant will also be treated for bacteria. It is a much cleaner discharge than from boats.

Jerry, Gray Gables, said he is concerned about Gray Gable's beaches.

Bob Dwyer, Pocasset, said this will affect us for many years, concerned the nitrogen can grow algae. The side areas are depositions of sediments, and will build up over time. There should also be an assessment of how much algae grows over time. This is one effluent into an accumulative discharge. The Commission, Coalition, and the State should take a much broader and longer term look at the scope of these potential discharges.

Dr. Rachel Jakuba said we are looking at reducing the overall nitrogen load into Buzzards Bay. We have focused on nitrogen. A lot of the wastewater we are looking to clean up is going through septic systems into the ground water and directly into our near costal waters. The idea of this project is to get these septic system loads to get treatment that is not happening at MMA and get it to where we know the treatment plant is extremely effective and can handle taking the nitrogen and the other contaminants out of the wastewater before it is discharged.

John, Cataumet, said some of the problems in certain areas is confined to those areas because they don't get flushed. How much of the effluent is currently going into Buttermilk Bay vs what will be treated? It isn't just from Buttermilk Bay, that discharge pipe is going to be handling stuff from other areas as well and end up being discharged at the MMA. How can that be just a minor increase from what is being discharged there now? If the effluent is discharged further down the bay, it will affect that end of the bay. Why does it have to be

discharged at the MMA, what is the overall reduction and what are the consequences to the rest of Buzzards Bay.

Korrin Petersen said the overall reduction to Buzzards Bay is nearly 100,000 lbs. We are taking wastewater from wastewater treatment facilities and septic systems and we are treating them to the best we can, we are reducing pollution more than 95% (the total nitrogen is being reduced by 95%). Why the MMA; there is an existing discharge at that location. These are difficult to permit, and the plumbing is already in the ground. We're taking advantage of assets that have already been built. This is reducing the overall load to Buzzards Bay by nearly 100,000 lbs.

Scott Conlin, Gray Gables, questioned what could go wrong, what are the risks, also from the Coalition who is advocating for the people of Bourne.

James Potter said Environmental Partners have joined the meeting, they are advocating for the town of Bourne.

Korrin Petersen said we are doing everything we can to prevent anything from going wrong. If there is a power outage at the Wastewater treatment facility, we need make sure there is backup power. If the bulbs and the UV banks go out, we have to make sure we have an automated switchover to backup UV banks.

Russell Kleekamp, Engineer GHG, spoke about what could possibly go wrong and what might happen in that event, and the precautions/redundancies that are taken to prevent anything from going wrong.

Tom Barlow, Buzzards Bay, spoke about not wanting to increase the capacity of effluent into Buzzards Bay. This will be a tremendous impact to Buzzards Bay water quality. Even though it is more difficult to pursue the outfall, should get permission from the EPA to discharge out into the bay from the Agawam River, it is the best solution.

Mary Jane Mastrangelo said the Sewer Commissioners or Town Meeting will have to determine how the town of Bourne will independently evaluate this proposal vs other proposals. Who and what committees should be involved in this discussion? How does it fit into the other options that might be possible for the Town?

James Potter said we have Environmental Partners looking out for our best interest.

Dan Morman, Gray Gables, said this mission is great. Where is the feasibility study on whether a longer pipe is viable to discharge further out? Does Bourne have the ability to say no to this project, even though it is discharging into our waters.

Korrin Petersen said a feasibility study has not been done for discharging in other locations. The towns need to decide whether a regional partnership is in their best interest, or to solve their wastewater challenges on their own. We'll be willing to look at other proposed outfalls, and assess the cost.

James Potter said none of the communities have an official commitment to the project.

Stanley Eldridge spoke about the problem that Plymouth had with their sewer main pipe.

What would be the impact of discharge to the waters from Scraggy Neck down the old canal down to Monument Beach. There is an algae bloom from Scraggy Neck that goes into Buzzards Bay that turns the water brown. What effect will the discharge have on this bloom? Would like to see testing done in the bay off Scraggy Neck, Wings Neck, and Bassett's Island.

Dr. Rachel Jakuba said we do have monitoring stations in Red Brook Harbor and in Megansett Harbor. The idea of this project is to reduce the overall load.

Korrin Petersen said this is in the early stages. The towns need to decide if they are going to work together to do a final design of the project. That will be based on each town completing a Comprehensive Wastewater Management Plan, looking at the alternatives for their wastewater solutions. The CWMPs have to go through State review. After that review, if the towns choose this as the alternative they want to pursue, they need to take a Town Meeting vote, to form the regional government. The regional government will be the regional authority which will pursue the permitting. Down the road there has to be State permitting, State Review, and this will be an EPA permitted discharge, so it has to go through EPA permitting as well.

Paul said there is no alternative for Bourne, the discharge is in Bourne. Need to figure out what it would cost if it could be discharged in the middle of the bay.

Korrin Petersen said we are looking for a solution that would work for everyone.

We need to have more of a discussion on how to reduce the pollution sources to all the communities.

Mike said we are looking at how to best achieve a decrease in pollution. Question for Buzzards Bay Coalition, can you explain how fixing this problem on the West side of the bay and the North side of the bay help the Cape Cod side of Bourne. Is there a benefit by fixing this on the north and west side of the bay?

Korrin Petersen said it is a net reduction to Buzzards Bay of nearly 100,000 lbs. of nitrogen pollution per year. While near coastal estuaries on the East side of the bay, the septic systems are not treating for nitrogen it is seeping into ground water and into the near coastal bays, there needs to be a solution for that side as well.

Dr. Rachel Jakuba said when we decrease the overall load to Buzzards Bay, we are able to lower the concentration in central Buzzards Bay, if we do that the waters that are flushing into Pocasset Harbor and Gray Gables have lower levels of nitrogen.

James Potter said we have to study the Gray Gables area, and any impact to that area. It would be good to get a handle on the other outfall pipes that go into the canal as a big picture. Even though this project is 3½ million gallons, if you add the other outfalls will we end up with the 10,000,000 gallons.

Judy Froman said we need to know what the total outfall would be, including Joint Base Cape Cod, and what the tipping point would be. Are there any unintended consequences? What are some of the things left in the waters even after it has been treated?

We need an operational plan moving forward, what are the checks and balances, what are the regulatory steps, how do we make sure it continues to be a high priority to take care of our environment and not let major situations happen.

Peter Meier questioned what happens if Bourne decides not to join the regional facility, but the other towns do join. Are we still going to potentially see the discharge out of the MMA discharge pipe into the canal even if we are not involved? We need to think about the long-term impacts to Bourne and its residents.

4.B. Savary Ave. Septic System update

Tony Schiavi gave an update on the Savary Ave septic system. The letter was sent December 23rd to the Army Corp but we haven't gotten a reply back from them yet. We are waiting for their concurrence on our desire regarding how we wish to decommission the community septic system at Savary Ave.



TOWN OF BOURNE

Town Administrator
24 Perry Avenue – Room 101
Buzzards Bay, MA 02532
www.townofbourne.com
508.759.0600, Ext. 1308

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Anthony Schiavi, Town Administrator
Email: aschiavi@townofbourne.com

December 23, 2020

VIA First Class Mail

To: Mr. John MacPherson
Cape Cod Canal Manager
Cape Cod Canal Field Office
P.O. Box 1555
Buzzards Bay, MA 02532

Subject: Plan to abandon the Savary Ave. Community Septic System

Dear Mr. MacPherson,

1. As you are aware, the Army Corps of Engineers (ACOE) granted the Town of Bourne an easement (ACOE Easement DACW33-2-288) over land owned by the ACOE for the purpose of a community septic system servicing 13 houses located on Savary Ave in the Town of Bourne. This easement is further described in Deed Book 6048, page 224 at the Barnstable County Registry of Deeds with a term of 50 years. On or about October 1, 2018, the Community Sewage Disposal System was determined to be a failed system pursuant to Title 5 of the State of Massachusetts Environmental Code, 310 CMR 15.303.
2. Between October 2018 and the Spring of 2020, all properties which were served by this system have since installed private onsite septic systems on their properties and the Town operated Community Sewage Disposal System is no longer in operation.
3. It is now the desire of the Town of Bourne to abandon this system in accordance with 310 CMR 15.354(3). Within the 6,523 +/- square foot easement, there is an existing 9,000 gallon septic tank, 1,535 gallon syphon tank, distribution box, and a leaching facility comprised of a PVC and stone trench system with a vent. Upon approval by the Bourne Board of Health and the USACOE, the septic tank, syphon tank, and distribution box will be pumped entirely of their contents by a licensed septage hauler. The bottom of the precast components will be ruptured and the components will be completely filled with clean sand or other suitable material. The PVC vent will be removed, and the leaching facility will be abandoned in place. The site will then be graded, loamed, and seeded to restore it to its original condition. The easement would then be relinquished by the Town once the above mentioned code requirements will have been met.

4. The town understands that it will be responsible for funding the tasks outlined in paragraph three (3) above. Although these are very difficult times, we hope that the ACOE will approve the manner in which we wish to leave the site as the most financially economical one and environmentally safe in accordance with generally accepted practice and state regulations.

Respectfully,

Anthony C. Schiavi
Anthony Schiavi
Town Administrator

cc: Bourne Board of Sewer Commissioners
Bourne Board of Health
Terri Guarino, Health Agent

4.C. Comprehensive Wastewater Management Plan contract update

Tony Schiavi gave an update on the Wastewater Management Plan. We have signed the contract. Will have a kick-off meeting on Thursday.

Helen Gordon, Environmental Partners, went over what to expect. We are going to focus on the first task, putting the plan of study together for review and comment from Mass DEP. We will solidify some of the approaches with public participation and outreach. The Board of Sewer Commissioners will be getting monthly updates and the schedule of how we are progressing.

4.D. Buzzards Bay Wastewater Treatment Facility:

- i. Project timeline review —**
- ii. Operation and Maintenance Contract update**
- iii. Professional Engineering Services Contract update**

Tony Schiavi gave an update on the Wastewater Treatment Facility. We have completed a couple of milestones. The monitoring wells were installed. We got the Professional Engineering Services Contract from Weston & Sampson (the 6-month contract required by DEP); we are reviewing that contract. Today was the closeout time for getting proposals for the operations and maintenance contract for the wastewater treatment plant. Hoping to get the EDA approval back no later than mid-March so we can sign the contract and proceed toward the clear water test.

Task Name	Duration	Start	Finish	% Complete	Status
O&M RFP/IFB-timeline	21d	01/08/21	01/28/21	75%	In Progress
Mandatory on-site visit	1d	01/15/21	01/15/21	100%	Complete
Open Responses	1d	01/28/21	01/28/21		
Select O&M Firm	1d	01/28/21	01/28/21		
Agree to Contract with O&M Firm - NLT Date	1d	02/05/21	02/05/21		
Town Counsel Review	6d	02/05/21	02/10/21		
Submit O&M Contract to EDA for Review/Approval	36d	02/10/21	03/17/21		
Sign O&M Contract	1d	03/24/21	03/24/21		
Ops Firm start Drafting Start - Up Plans	15d	03/24/21	04/07/21		
W&S Draft O&M Manual	1d	01/21/21	01/21/21	50%	
Ground Water Monitoring plan	1d	01/21/21	01/21/21		
Monitoring Wells	1d	01/21/21	01/21/21	100%	Complete
Prof.Engineering Svcs Contract in place(6 mo)	1d	04/07/21	04/07/21	90%	In Progress
WWTP Ops contract and agreements in place	1d	04/07/21	04/07/21		
Ops firm Final Start-up Plan	1d	04/07/21	04/07/21		
LicensedSeptage Hauler Contract in place	1d	04/07/21	04/07/21		
Licensed Sludge Treatment/Disposal Agreement	1d	04/07/21	04/07/21		
Approved Laboratory Agreement	1d	04/07/21	04/07/21		
Draft As-Builts	1d	04/07/21	04/07/21		
Engineering Certification	1d	04/07/21	04/07/21		
Clear Water Test	1d	04/21/21	04/21/21		
Final O&M Manual On-Site	1d	04/21/21	04/21/21		
Final As-Builts On-Site	1d	04/21/21	04/21/21		
Fiscal Sustainability Certification	1d	06/01/21	06/01/21		

4.E. Inflow and Infiltration Study contract update

Tony Schiavi gave an update on the Infiltration Study. The plan is to get that done this year within the sewer budget. We need to know the condition of the underground pipes so we can start to develop a list of capital projects for our existing infrastructure.

Helen Gordon, Environmental Partners, said we received the contract last week. Reached out to the company that will be installing the meters to do the flow testing for the ten-week period. After the ten-week period we will do a quick analysis to see if there are any specific areas that do have any indication of infiltration and inflow.

4.F FY22 Sewer Budget update

Tony Schiavi gave an update on the sewer budget. Focus on what the rates will be based on the FY22 budget. The number of users has gone down. We are taking on more costs with the debt service and the operations and maintenance of the new plant. Required to have a professional engineering services contract. The impacts on rates is significant.

Setting up a meeting with the Town Administrator in Wareham to have a conversation with them about their Capital, what the timeline looks like, the spend plan, the impact it will have on Bourne, and to look at the current agreement that was signed in June 2019. Once

the new plant is online, we will be sending less sewer to Wareham to treat. Potentially consider moving the Savary Ave decommission to a Capital Project.

Judy Froman spoke about whether it should be part of the Enterprise Fund or part of the Town Budget.

Mary Jane Mastrangelo said there should be some consideration of taking that out of the operational budget for this year and putting it as a separate warrant article so we have opportunity to discuss funding for it.

Voted: Peter Meier moved and seconded by Jared MacDonald to defer any action on the FY 22 Sewer Budget for this evening, to be able to talk about it next month.

Roll Call Vote: Judy Froman – Yes, George Slade – Yes, Peter Meier – Yes, Jared MacDonald – Yes, James Potter – Yes
Vote: 5-0-0.

4.G Town Counsel Opinion relative to the Board of Selectmen performing the duties of the Board of Sewer Commissioners

Discussed earlier

5) New Business

- A. **Correspondence**
- B. **Any new sewer business (not foreseen 48 hours ahead of this meeting)**
- C. **Public Comment**

5.A Correspondence

- A. Letter to the BOSC from K. Petersen (Buzzards Bay Coalition) regarding an update on the Upper Bay Project
- B. Letter from R. Dwyer commenting on proposal to relocate the Wareham Wastewater Discharge to the Canal.

Future Agenda Items

- A. **Sewer Commissioner Regulations & Policies Guidebook and implementation**
- B. **Sewer Visioning Agenda — Board of Sewer Commissioners Mission & Vision**
- C. **Equivalent Residential Unit Sewer Rate Analysis update**
- D. **Bourne/Wareham Inter-municipal Agreement subcommittee update**
- E. **Bourne/Wareham Inter-municipal Agreement Capital Facility Commitments**
- F. **Joint Base Cape Cod Sewer Meeting update**

6) Adjourn

Voted: Judy Froman moved and seconded by Jared MacDonald to adjourn.

Roll Call Vote: Judy Froman – Yes, George Slade – Yes, Peter Meier – Yes, Jared MacDonald – Yes, James Potter - Yes

Vote: 5-0-0.

Respectfully submitted – Carole Ellis, secretary.
From recording