

**Sewer Commissioners Meeting
Minutes of Wednesday, July 12, 2017
Bourne Community Building
Bourne, MA 02532**

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TA Guerino

Sewer Commissioners

Peter Meier, Chairman
George Slade, Vice-Chairman
Don Pickard, Clerk
Michael Blanton
Judy Froman

2017 NOV 30 PM 3:35
TOWN CLERK BOURNE

RECEIVED

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time – Michael Rausch Bourne Enterprise

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

Meeting Called to Order

Chm. Meier called the meeting to order at 6:30 pm.

Voted Don Pickard moved and seconded by Michael Blanton to reconvene at 7:09
Vote 5-0.

Peter Meier brought the public up to date on the walkthrough at the TD Bank.
Mr. Meier stated we met at 6:30 at the old TD Bank property located at 121 Main Street Buzzards Bay for a site visit with the property owner Vincent Michienzi.

2) Public Comment

None requested

3) Appointment of Wastewater Advisory Committee

- a) William F. Grant, Esq. - At Large
- b) Nolan LeRoy - At Large
- c) Sally Riggs - BFDC
- d) Kathy Zagzebski - Commercial Hookup
- e) Donald J Pickard - Cape Cod Water Protection Representative
- f) Stanley Andrews - Board of Health
- g) Appointment of Finance Committee or Capital Outlay member to Wastewater Advisory Committee [Recommendation to be made by the Finance Committee on 7-10-2017]

Peter Meier said the Finance Committee member will be Mary Jane Mastrangelo. We can add Elmer Clegg to the list of names.

Voted Michael Blanton moved and seconded by George Slade to appoint to the Wastewater Advisory Committee William F. Grant Esq., Nolan LeRoy, Sally Riggs, Kathy Zagzebski, Donald J. Pickard, Stanley Andrews, Mary Jane Mastrangelo, and Elmer Clegg.

Don Pickard said as far as the charge for that committee I believe a member has been a member of the Cape Cod Water Protection Collaborative, it is Terri Guarino now, not me. My guess is you would replace me with a staff member or amend the Cape Cod Water Protection Collaborative representative.

Voted Michael Blanton moved and seconded by George Slade to amend the motion to remove Donald J. Pickard and instead place Terri Guarino as Cape Cod Water Protection Collaborative representative. **Vote 5-0.**

4) Discussion of Town Administrator's Wastewater Design and Construction Committee

Michael Blanton said he had a question regarding clarification with regard to the term, the appointments for these types of commissions are until the project is completed. Peter Meier said the appointments in the past have been until the committee is suspended or the appointment is revoked by the appointing authority. Michael Blanton wanted to clarify that at the conclusion of the project the committee shall dissolve.

Peter Meier read the Wastewater Facility Design and Building Committee Composition and Charge.

Town Administrator's
Wastewater Facility Design and Building Committee

Composition and Charge

COMMITTEE MEMBERSHIP

The Wastewater Facility Building Committee shall consist of up to seven members with knowledge of, or experience in engineering, construction, finance and/or wastewater technologies and wastewater facility construction management. Membership will include one member of the Town of Bourne Sewer Commissioners, appointed by its' membership. The Wastewater Committee shall appoint one of it's' members. The Town Administrator shall appoint up to five additional members preferably with experience in at least one of the following areas: Hydrology, civil engineering, project construction management and municipal finance. Of these five members one shall be a member of the Finance Committee and one shall be a member of the Capital Outlay Committee. The Town Administrator shall serve as an ex-officio member and shall attend meetings as may be required. The term of members shall be until the committee is suspended or revoked by the appointing authority.

COMMITTEE CHARGE

To serve as advisors to the Town Administrator and Bourne Board of Sewer Commissioners as it prepares the final design, siting and construction of a 100,000 gpd facility within Buzzards Bay.

To carry out this objective, committee members will:

1. Review previous studies of wastewater management needs, recommended solutions, alternative methods of treatment and private/public funding strategies
2. Formulate recommendations to the Board of Sewer Commissioners, Capital Outlay Committee and Town Administrator that include plans, locations, timelines and private/public funding strategies.

The Committee's work shall include, but not be limited to the following:

- 1) Administrator and on at least a quarterly basis report to the Board of Sewer Commissioners on Committee activities and projects and construction progress.
- 2) Coordinate, where applicable with the Energy Advisory committee, Board of Health, Police Facility Building Committee and Department of Public Works and Mass DOT.

The Committee shall meet on an as-needed basis, and a majority of members must be present for the Committee to meet and conduct any business scheduled before it. All meetings of the Committee or any Sub-Committee as may be are to be held in a public location, properly posted and open to the public, in accordance with the Massachusetts Open Meeting Law. Minutes of each meeting shall be prepared and approved by the Committee in conformity with applicable state and local requirements and shall, at a minimum, be distributed to the Board of Sewer Commissioner's, Town Administrator and Board of Health.

Michael Blanton questioned the 100,000-gallon per day facility and there was discussion of potentially exceeding that figure if it were allowable. Is defining that within the 100,000 gallon per day limit potentially a problematic factor should we try to seek to amend it to increase the gallonage per day.

Tom Guerino said the Board of Sewer Commissioners endorsed the project for 100,000 gallons. If that were to change we could make a change; we could make an adjustment without the Board meeting to vote it, but we would make you aware of the change.

George Slade questioned the issue of finding qualified people. Mr. Guerino said this makes it easier. There are a couple of folks that have expressed interest.

Don Pickard said it is a 7-member committee, one from the Wastewater Advisory Committee and one from the Board of Sewer Commissioners and 5 At-Large. Of those At-Large members one will be from the Finance Committee, one will be from the Capital Outlay Committee. That leaves 3 At-Large members. Where will we find people with the qualifications we are looking for? Do we have to expand the membership?

Tom Guerino said we can change it so it can read The Town Administrator shall appoint up to 5 additional members preferably with experience.

Don Pickard questioned when the OPM will be selected. Mr. Guerino said the OPM bids are in. Once this committee is appointed I can move to review the documents.

Don Pickard said there is an opening for an At-Large member for the Wastewater Advisory Committee

Voted Michael Blanton moved and seconded by George Slade to accept and allow the Town Administrator to go forward with the Composition and Charge of the Wastewater Facility Design and Building Committee as written and amended tonight. Vote 5-0.

5) Report on site visit to 121 Main Street Buzzards Bay

Peter Meier gave an updated on the walk through at 121 Main Street. We met at the property at 6:30 with the property owner. Mr. Michienzi gave us a summary of what his plans are and what he hopes to accomplish.

Don Pickard said it is difficult for this Board to weigh in on what is going on at this time, because there are a number of property owners that are trying to merge or sell. We can report that a site visit was made with Mr. Michienzi; he showed us what properties he owns, and that he has recently acquired the bank. That shows progress.

Judy Froman said it is good to have this conversation in a broader scope. It causes a little bit of visibility and awareness of different groups within committees within the town who need to be involved to keep the discussion going.

George Slade said it is good to have this conversation. It gives the developer the ability to rethink this and come up with some limiting factors.

Michael Blanton said it is encouraging to walk the property with the property owner and here his vision for the property plans and his goals for working with some of the other property owners. He is making progress there; there is still some aspects of his vision that are out of his control. Hopefully those can be resolved.

Peter Meier said he has kept up the request that we wanted to meet more often. He is a major player for that side of Main Street. The Planning Board was represented there, the BFDC was there; the Town Administrator was there. We have to work together.

Michael Blanton said there are some aspects that are out of our control and under control of property owners and market conditions. We can proactively contact the Cape Cod Commission to have the conversation about the modification of the growth incentive zone to accommodate some of the future plans. Can we make that a near future agenda item?

Peter said we can do that in August. The two biggest issues are usages and wastewater. Without those straighten out we won't see much development.

Peter Meier said the property owners have to invest in this as well. It won't get done if it is all public money.

Tom Guerino spoke about the Allocation Policy.

Peter Meier questioned if the Allocation Policy will come before the Sewer Commissioners in first draft for the August meeting or will it be ready for the 25th of July?

Sally Riggs said if we can get everyone to come we should be able to do something by the 25th of July. The full committee hasn't seen the draft. They need time to review it and discuss it. We will target the 25th. Michael Blanton said we can put that on the agenda for the 25th and if they aren't ready we can table it until the next meeting.

Jim Mulvey questioned about the gallonage going to Wareham.

Tom Guerino said there will be some reallocation to the new facility, enough to make the facility viable to run. You're committed to the other facility to about 187,000 gallons with at least one project waiting for additional gallonages, that puts us over what we are able to do. The flow right now is probably in the 115,000,000 to 125,0000 because it is the summer time. When the hotel comes on line that will take the 130,000 to 150,000 of what is flowing. On average 187,000 is committed but we aren't flowing that much right now.

Jim Mulvey said there is some gallonage that is dedicated to vacant property. Mr. Guerino said that is included in the 187,000.

Jim Mulvey said as far as increasing 100,000, if the package plant is limited to 100,000 and to double that you vastly increased the cost and thrown out the single package plant concept and the limitations of the infiltration field may come into play. What is the estimated target for starting construction?

Peter Meier said we haven't done a feasibility study yet so we don't know that answer yet.

Tom Guerino said until I know there is funding in place for this I will not give a timeline.

Michael Blanton said an abstract of a timeline that might be considered if all the conditions were met and we had all the financing and all the approvals and shovels in the ground, how long would it take. Tom Guerino said sometime in 2019

6) Schedule meeting for July 25, 2017

7) Adjourn

Voted George Slade moved and seconded by Michael Blanton to adjourn at 7:42 P.M.
Vote 5-0.

Respectfully submitted – Carole Ellis, secretary.