

**Sewer Commissioners Meeting  
Minutes of Tuesday, December 18, 2019  
Bourne Community Building  
Bourne, MA 02532**

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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

2020 FEB -5 AM 9:39  
TOWN CLERK BOURNE

RECEIVED

All agenda items herein may be subject to a vote by or other action of the Board of Sewer Commissioners

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

**Meeting Called to Order**

Chm. Potter called the meeting to order.

**1) Consent Agenda**

**A. Approval of meeting minutes: 11-4-2019, 11-25-2019**

**Voted:** Peter Meier moved and seconded by Judy Froman to approve the minutes from November 4, 2019 as submitted. Vote: 5-0-0.

**Voted:** Peter Meier moved and seconded by Judy Froman to approve the minutes from November 25, 2019 as submitted. Vote: 5-0-0.

**2) Sewer Business**

**B. Wastewater Allocation Policy**

Calamar Project 13 Kendall Rae Place – Preliminary Sewer Allocation Payment

Tony Schiavi said they sorted out their internal issues, find out where the invoice was. Right after the Holiday if we don't receive the check at Town Hall, I'll call them.

**C. Development Project in need of Wastewater Allocations**

Oak Bay Brewery – The applicant will present the proposed development project for consideration and potential vote for allocation of sewer capacity.

Allocation Requested: 2,256 Gallon per day: Total gallons requested will cover both grey water from brewing operations and title 5 (310 CMR 15,203)

Brian Poulin, South Plymouth, MA, presented to the Sewer Commissioners an overview of the operation. Will be a small nano brewery, no food processed onsite, occupancy goal is 99 people, 74 seats internal.

James Potter questioned the parking, only 9 spots on that lot.

Mr. Poulin said he made an arrangement with the church across the street for additional parking.

**Voted:** Peter Meier moved and seconded by Judy Froman to approve the allocation of 2,256 gallons per day.

Tony Schiavi said the application fee has been paid, within 30 day of the approval we will need the remainder of the funds for the \$1 per gallon plus \$5,000 total would be \$7,256.

**Vote:** 5-0-0

#### **D) Commercial Wastewater Allocation Policy review**

Staff will give a report relative to the existing Commercial Wastewater Allocation Policy

Tim Lydon & Terri Guarino went over the suggestions for the Policy.

- Policy should have more projects that generate more flow to the sewer system
- Commercial development - definition for residential building is vague as it relates to units not bedrooms or increases in flow; include new residential buildings or residential building which add bedrooms/flow.
- Application process could be modified
- Internal processes could be improved to get timely review of applications, so the Board has all the information they would like to see for the applications in order to make a decision.
- With Planning Board requirements, consulting with the Town Planner for zoning compliance in advance. Have that be part of the application process.
- Regarding the six-month reports due to the commissioners, within the two-year time period of that application; the milestones that are established should be the applicant's responsibility to report to the Board.
- Look at the fee schedule to make sure it is clear to the applicant.

Glenn Cannon suggested that for the timeframe; years every 6 months we should see measurable milestones

James Potter said regarding residential flow; we need to know how much flow is going in; maybe waiver for application fee and usage fee. Look at setting a structure, escalating as your structure grown. Mr. Potter suggested to have a flow chart that covers everything from the start to the finish.

Judy Froman spoke about grandfathering in or not grandfathering in properties that are in place.

Glenn Cannon said we need to have staff review the application and make sure it is complete before it comes before this Board.

Judy Froman would like to know from staff how we would measure the benchmarks/milestones within the two-year period.

James Potter said we want to know what flow is being requested so we can track flow. We can build a GIS of flow as to all the properties that apply. We can start to look at neighborhood's flow and not individual house flow to get total used flow for residential houses.

### **E) Savary Avenue**

Savary Avenue septic project update

Tony Schiavi said after the last meeting sent a letter to each of the home owners directly, from the Spreadsheet of the 13 homes that were affected by the decommissioning of the system, that have not come off the system.

Terri Guarino said there are three individual properties that have not yet applied for septic permit applications, 21, 50, and 52 Savary Avenue. Speaking with the engineering firm designing the systems for 50 and 52 Savary Avenue, there are some site limitation for those two properties. The pump frequency has reduced.

Tony Schiavi said when the owners cap their system, someone from the Sewer Department has to visually watch them cap the line and take photos to document it.

### **Sewer Visioning Agenda**

#### **F) Comprehensive Wastewater Management Plan Request updates**

- 1. Update on Comprehensive Wastewater Management Plan grant eligibility funding with Cape Cod Commission**
- 2. Comprehensive Wastewater Management Plan Request For Proposals (RFP) – staff presentation and Board discussion.**

Glenn Cannon said he spoke with Erin Perry, from the Cape Cod Commission, regarding our MVP Grant, she said our Comprehensive Wastewater Management Plan is eligible for that grant. That grant will pay up to 75%.

Tony Schiavi said we wrote the draft RFP for the Comprehensive Wastewater Management Plan.

Tim Lydon said this isn't subject to 30B

- Qualifications based and technical proposal separate from the actual bid so we will be getting two proposal from every company.

- Project Funding, disclosed we were looking for bids then going to Town Meeting.
- Disclosed the fact that we had the planning done for Buzzards Bay. In 2012 the hydrogeological study as well as the engineering report in 2014, everything that Weston & Sampson has done for us in the past five years, want to put that on the website so they can read that information, so they know they are not starting from scratch.
- Looking to get it out by the end of the month.
- We are requesting in the proposal three plans and one of them has to be regional.
- Put in 18 months for the response, hoping to have them in by June 2021.

The grant we are seeking is a vulnerability grant.

### **New Business**

G) Any new sewer business (not foreseen. 48 hours ahead of this meeting)

H) Public Comment

Tomorrow is Jim Mulvey's 96th Birthday.

Future Agenda Items (Tracking) – late 2019-early 2020

1. Bourne Scenic Park/Campground Sewer
2. Updating existing Sewer Regulations & Policies
3. Tighe & Bond – Sewer Consultant, Rate Study, Growth, and Allocation update
4. Wastewater Allocation Policy and Procedures – 3<sup>rd</sup> Reading
5. Sewer Rate setting/vote – Feb 2020

Peter Meier brought up 3.1 of the Home Rule Charter, the Board of Selectmen shall look at separating the Sewer Commissioners to create a separate committee.

### **I) Adjourn**

**Voted** Jared MacDonald moved and seconded by Judy Froman to adjourn.  
Vote 5-0-0.

Respectfully submitted – Carole Ellis, secretary.