

**Sewer Commissioners Meeting
Minutes of Tuesday, April 28, 2020
Zoom Remote – Public Access
Remote Meeting Access & Bourne TV Public Broadcast**

TA Tony Schiavi
ATA Glenn Cannon

Sewer Commissioners

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

RECEIVED
2020 JUL -6 AM 9:49
TOWN CLERK BOURNE

Note this Zoom video-conference meeting is being televised, streamed and recorded by Bourne TV.

If anyone from the public wishes to provide public comment, they can access the conference line by calling: 1-508-397-8250. Please MUTE your phone until the Chair asks if anyone wishes to speak.

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

Meeting Called to Order

7:00 P.M. Call Public Session to Order in Open Session

Chm. Potter called the meeting to order at 7:03 pm.

Salute to the Flag

1) Consent Agenda

a. Approval of Open Session meeting minutes: March 5, 2020

Voted: Judy Froman moved and seconded by Jared MacDonald to accept the minutes from March 5, 2020.

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

Vote: 5-0-0.

Sewer Business

2. Savary Avenue

- **Savary Avenue septic project updates**
- **Discussion and possible vote to allow an additional 30-day pumping of Savary Avenue Community Septic System. The latest 30-day extension has expired.**

Tony Schiavi gave an update on the Savary Avenue septic project

- There are 3 properties that are still connected to the public system.
- 21 Savary still working – preliminary work
- 50 or 52 Savary working on removing trees on property
- The last pump was late February, the system is performing as designed
- Recommend the Board vote for an extension
- Send a letter to homeowners asking for an update on where they are at with their contractor

James Potter suggested to send a letter to the remaining three homeowners and get a status update. The last three remaining homeowners are accountable for their portion of the final pumping. The recommendation is to extend another 30 days.

Voted: Judy Froman moved and seconded by George Slade to allow an additional 30-day pumping of Savary Avenue community septic system.

Voted: Judy Froman moved and seconded by Jared MacDonald to allow the three homeowners an additional 30 days to stay connected to the community system on Savary Avenue.

Judy Froman withdrew her first motion.

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

Vote: 5-0-0

3) Town Meeting / Special Town Meeting Warrant Articles

- **Discussion and possible vote**

Tony Schiavi said we decided with the Selectmen to have an essential only Town Meeting. Rescind Article 8 under the May 2019 Annual Town Meeting, which was remove what was there and install a new septic system. The other article was for the demolition and removal of the Savary Avenue septic system. Recommend both of these be deferred to the fall.

Voted: Judy Froman moved and seconded by Jared MacDonald to defer Article 6 that is listed in the Draft 2020 Special Town Meeting warrant.

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

Vote: 5-0-0

Voted: Judy Froman moved and seconded by Peter Meier to remove and defer Article 7 that was listed in the Draft 2020 Special Town Meeting warrant as presented.

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

Vote: 5-0-0

4) Sewer Regulations & Policies – Chairman Revision (First Reading)

- **Discussion and possible vote**

James Potter sent the members a draft of the Policy/Regulations that he was working on. A discussion for the Board to decide how we want our policies and documents to read. Would like to know if it is a good direction to go. The residential form and commercial form to connect will be an attachment at the end of the document. It should include all the policies, including the allocation policy, also to tie in the Tighe & Bond rate study as an attachment at the end. Our policies are old and need to be updated. Would like everything in one document/booklet.

Glenn Cannon said right now we have three documents that we are combining to give people guidance on how they connect to the sewer, it's confusing for new applicants.

Judy Froman would like it to be clear what part is the policy and what part is the procedure/regulation.

Peter Meier suggested to put it on the Town's website to get input from the public. James Potter said it is still a working document. Glenn Cannon said that staff would like time with the document before it goes public.

Judy Froman said staff who are involved in the day-to-day operations should have an opportunity to offer their feedback before it is public. Also, it is helpful to have it all under one document.

James Potter said the document should also cover the new wastewater facility.

The Board members agreed to move it forward for staff to review.

Peter Meier said even though it is a draft working document it should be available for the public to view to give input. Judy Froman is hesitant to have it available as the first reading; it can be posted to the Sewer Commissioners page as a DRAFT with the date. Ms. Froman suggest to share the draft with the Wastewater Committee.

5) Cape Cod & Islands Water Protection Fund

- **Update**

James Potter sent the latest quarterly commitment for the Water Protection Fund for Bourne. Bourne is still the lowest contributor to the fund. This is the fund that is added to the Air B&B tax and it is collected specifically for wastewater projects for each Cape community. According to the last billing cycle the state collected \$19,000 on our behalf. We should look at what is being collected on behalf of the town compared to what is being advertised as collected. Since the fund has started, the total collections for Bourne is about \$75,000. That money would be available to us, once we have an approved Comprehensive

Wastewater Plan, for sewer projects. That will keep accumulating on a yearly basis through that tax.

The advertised is the list the State has, they get from vendors from properties that are renting. We haven't checked to see if there are additional properties that are being rented that are not on that state list. If they aren't on the state list, they are not paying the tax; not sure if anyone has been verifying the data.

Tony Schiavi said there are some requirements for the short-term rental tax – they have to register with the town. It is important to establish that short-term rentals have to register with the town.

James Potter said as the numbers come in, he will update the Board. The next one to come in is in the spring.

Sewer Visioning Agenda

6) Comprehensive Wastewater Management Plan

- **Update**

Tony Schiavi said the advertisement closes out May 6 or 7th.

Tim Lydon said they are going to take all the bids electronically. They have nine firms on the bid holder list. Taking questions until Thursday. Due next Thursday, May 7th by 2:00.

Tony Schiavi said after that we are able to interview the firms that have submitted.

Tim Lydon said we didn't expressly state a non-compete in this RFP but we did say they had to disclose any relationships they had with the surrounding towns. Eventually we would discuss a non-compete.

Judy Froman questioned what changes were made between the first RFP and this current RFP. Tim Lydon said they gave more time to respond and they change the non-compete wording.

Tony Schiavi said the due date is Thursday May 7th.

New Business

7) Correspondence

- **None**

8) Any new business (not foreseen 48 hours ahead of this meeting)

9) Public Comment

Gary – no comment

Stanley Andrews – no comment

Future Agenda Items [Tracking] 1st half of 2020]

1. Joint Base Cape Cod Meeting Update
2. Bourne/Wareham Inter-Municipal Agreement subcommittee update
3. Sewer Rate Study — Tighe & Bond
4. New Wastewater Treatment Package Plant update and Policy updates
5. Bourne Scenic Park/Campground Sewer
6. Sewer Rate setting/vote — July 2020

10) Adjourn

Voted: Jared MacDonald moved and seconded by Judy Froman to adjourn at 8:09 P.M.

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

Vote: 5-0-0

Respectfully submitted – Carole Ellis, secretary.