

**Sewer Commissioners Meeting
Minutes of Tuesday, July 26, 2016
Bourne Community Building
Bourne, MA 02532**

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TOWN CLERK BOURNE

TA Guerino

Sewer Commissioners

Peter Meier, Chairman
Michael Blanton, Vice-Chairman
Stephen Mealy, Clerk
Don Pickard
George Slade

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, Ethan Genter Cape Cod Times

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 7:09 pm.

1) Minutes 6/28/2016

Voted Michael Blanton moved and seconded by Stephen Mealy to approve the minutes from 6/28/16 with one correction. Vote 5-0.

2) Public Comment

None requested

3) Wastewater Advisory Committee Report

Sally Riggs, Chair Wastewater Advisory Committee, updated the Sewer Commissioners on the Composition Membership, the Charge, and the changes for the Wastewater Advisory Committee. Accept those recommendations.

**Executive Order 2014-01
Wastewater Advisory ~~Sub~~ Committee
to the Board of Sewer Commissioners**

Amended 8/7/12

Amended 2/25/14

Amended 5/27/14

Proposing: Amended 7/26/2016

Composition and Charge

COMMITTEE MEMBERSHIP

The Wastewater Advisory ~~sub~~ Committee to the Bourne Board of Sewer Commissioners shall be comprised of a member of the Bourne Financial Development Corporation, a commercial customer of the sewered area within the Town of Bourne, a representative of the Board of Health or their designee, a representative of the Finance Committee or Capital Outlay Committee, a member of the Planning Board, three members at large appointed by the Board of Sewer Commissioners, and the Bourne Health Agent. The Town's representative to the Cape Cod Water Protection Collaborative shall serve as an *ex-officio* member.

COMMITTEE CHARGE

To serve as advisors to the Bourne Board of Sewer Commissioners as it reviews options for wastewater management for the Town with a near-term focus on assisting investors in expanding the wastewater management capacity for the Village of Buzzards Bay and its immediate surrounding areas. This near-term focus has a particular urgency in the context of pending investment in Bourne's Downtown ~~and the need to create a Growth Incentive Zone to facilitate new investment.~~

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. Explore alternative approaches to expanding wastewater treatment capacity, including private/public funding strategies;
3. Formulate recommendations to the Board of Sewer Commissioners 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 a quarterly basis report to the Board of Sewer Commissioners on Committee activities and projects.

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 and sub-committee 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 Commissioners, Town Administrator and Board of Health.

Given this 26th day of ~~May, 2014~~ July 2016.

BOARD OF SEWER COMMISSIONERS

Don Pickard stated it wasn't written on the agenda as a change it was just written as an update. It would be a violation of the Open Meeting Law if we take a vote on this.

Tom Guerino stated it would be submitted to the Committee so the Sewer Commissioners can review this, the Board will not take action tonight. It will be placed on the next agenda for the Sewer Commissioners.

Voted Michael Blanton moved and seconded by Stephen Mealy to accept the report of the Wastewater Advisory Subcommittee as presented. Vote 5-0.

Wes Ewell updated the Commission on the Grant applications. Mr. Ewell also went over the three parts of the project, Wastewater Treatment Facility, Mitigation Project, Recreation Facilities, and the preliminary budget estimate.

PRELIMINARY BUDGET ESTIMATE
Buzzards Bay Interim Wastewater Project
Revised July 22, 2016

3

Wastewater Treatment Facility

The estimated cost of the treatment facility is \$2,275,000, broken down as follows:

Hydrogeological Analysis.....	\$125,000
Engineering & Permitting.....	200,000
Site Preparation, Facility Platform, and Enclosure.....	300,000
Purchase and Install Packaged Treatment Facility.....	1,000,000
Installation of Subsurface Tanks and Disposal Fields.....	300,000
Connection to Existing Collection System.....	100,000
Contingencies.....	200,000
Project Management.....	50,000

Mitigation Project

The estimated cost for project mitigation is \$1,950,000, broken down as follows:

Engineering & Permitting.....	\$120,000
Buttermilk Bay Water Quality Monitoring.....	50,000
Sewering 80 Properties.....	1,200,000
Connection Assistance.....	400,000
Contingencies.....	120,000
Project Management.....	60,000

Recreation Facilities

Paving, Parking, Ball Field and Site Work.....	\$300,000
(Includes engineering, contingencies, and project management)	

DRAFT FINANCIAL PLAN
Buzzards Bay Interim Wastewater Project
July 22, 2016

The proposed wastewater treatment plan for Buzzards Bay consists of three basic components:

- A packaged treatment facility in a small building on Queen Sewell Park with associated underground storage tanks and subsurface leaching fields for treated wastewater; and connection to existing sewer pipes on Main Street.
- Installation of new sewer collection pipes along Lincoln Avenue, portions of Rip Van Winkle Way, and sections of several crossing streets, to meet anticipated requirements of MassDEP for mitigation of the amount of total nitrogen that the proposed treatment facility will add to groundwater.
- Construction of a new ball field and associated parking lot over the subsurface disposal fields on Queen Sewell Park.

The total estimated cost of the wastewater project is about \$4.5 million, broken down as follows:

- \$2,275,000 for the treatment plant and associated facilities;
- \$1,950,000 for the mitigation sewerage; and
- \$300,000 for the ball field and parking lot.

Since 2012, the Town of Bourne has appropriated \$171,000 for preliminary studies, the hydro-geological analysis, and project coordination. The Cape Cod Commission has provided \$110,000 for engineering and field work related to applying for a Wastewater Disposal Permit. Another \$10,000 is available from town sources. The total of \$291,000 is applicable to the estimated cost of the treatment plant and related facilities, leaving approximately \$3.5 million to be funded by state and federal grants or loans.

Several sources of funding are available for this project. First choice is a MassWorks grant, which could cover the cost of the treatment facility. Applications are due the last week of August and the grants are awarded at the end of October. Second choice is a federal EDA grant, which is awarded on a rolling basis in a two-stage process. This program could cover the entire cost of the mitigation portion of the project.

If the town does not receive one or both of these grants, there are two state bond programs that could finance the work: MassDevelopment Infrastructure Loan, and State Revolving Loan Fund. The latter program forgives 25 percent of the principal if the project is deemed to comply with the Cape Cod Commission 208 Plan. Either of these programs could be paid back over a 25-year period by the developers who benefit from the expanded wastewater capacity under a District Improvement Financing contract, which the town would initiate.

Recommended funding source for the recreational facilities is the Community Preservation Fund.

Don Pickard questioned if there is any type of program at the county level as there is to replace septic systems? Would it cover the hookup for the folks that are retired and can't

afford it? Mr. Ewell said yes, that is a backup, if we are not able to get the grant and cover the cost.

Stephen Mealy spoke about the chronological list of all the work the Wastewater Advisory Committee has been doing since June 2012 to get us to the point we are at this evening. We just received permission from the MEPA relative to the non-requirement of having an environmental impact notice prepared. Mr. Ewell said it was a certificate from the state saying the environmental notification form that we prepare and send in was complete enough and because of the support we have from other agencies, they determined no further environmental review is required.



Town of Bourne

Wastewater Advisory Committee



Summary chronology of actions and votes on the proposed package treatment plant

June 2012

Wastewater Advisory Committee (WWAC) and Cape Cod Commission RESET staff completed a report with recommendations on increasing wastewater treatment capacity for Buzzards Bay

July 10, 2012

The report was discussed at a joint meeting of the Board of Selectmen/Board of Sewer Commissioners, Capital Outlay Committee, Finance Committee, Board of Health, Planning Board, Selectmen's Energy Advisory Committee and the Wastewater Advisory Committee. Action: Board of Sewer Commissioners requested the Wastewater Advisory Committee to follow up with estimated costs for the recommendations.

There followed a series of meetings between the WWAC and the Capital Outlay Committee and the WWAC and the Board of Sewer Commissioners leading to a November 2012 Town Meeting vote:

ARTICLE 13: To see if the Town will vote to appropriate a sum of money to further study future wastewater collection and treatment options for the protection of human and environmental health and to enhance economic development in Bourne, said funds to be used for administrative tasks, grant writing, hydrogeologic expertise, and other environmental assistance, or take any action in relation thereto.

The motion to appropriate the sum of \$145,000 for the purposes of this Article passed unanimously.

During the next two years, the WWAC:

- Conducted a search for a Wastewater Planning Coordinator and recommended Wes Ewell for the parttime consulting position,
- Issued an RFP and recommended selecting Weston & Sampson as a consulting firm to conduct the hydrogeologic studies of Queen Sewell Park and the Community Center as potential disposal areas for treated wastewater,
- Oversaw the hydrogeologic studies.

January 6, 2015 (*Minutes are missing from Town web site*)

The WWAC presented the report of the hydrogeologic study and after review by the Commissioners asked for a vote to endorse the report and forward it to Mass Dept. of Environmental Protection. A letter included with the submission references the vote to endorse and forward the report.

Mr. Ewell said we also were planning an additional recreational field and parking lot over the disposal fields. If the Police Station goes there then that cannot be built.

Mr. Ewell would like to ask the Selectmen to accept these preliminary budget estimates and draft financial plan so I can include them in the grant application. Mr. Meier said we cannot vote on this because it is not on the agenda as a vote.

Don Pickard said he would like to see the grant application before we vote on this.

Stephen Mealy requested to put this on the agenda for the next meeting, August 9th.

Voted Stephen Mealy moved and seconded by Michael Blanton to accept and approve the preliminary budget estimates for the draft financial plan that was presented to us as part of the report this evening.

Vote 5-0.

4) Status report from Ryan Correia

Ryan Correia updated the Commission on the status of the project.

Don Pickard questioned the project completion date for the hotel portion.

Ryan Correia said the Summer time for 2017.

Mr. Correia said he will be back on the 28th with a full report.

Peter Meier spoke about doing what is best for the business owner and the Town.

5) Discussion with Main Street Businesses on Sewer capacity future growth availability

Tom Guerino asked if we can defer the rest of the Sewer Commissioners agenda items until after the Selectmen's agenda item 9 Indian Trail Revetment.

Peter Meier spoke about Main Street and the sewer capacity for the businesses and why he wanted to have the property owners in to discuss the issue.

Voted Stephen Mealy moved and seconded by Don Pickard to recess the Board of Sewer Commissioners meeting at 7:45 p.m. and to reconvene following the one agenda item 9 Indian Trail Revetment from the Board of Selectmen's agenda. Vote 5-0.

Voted Stephen Mealy moved and seconded by Michael Blanton to call the meeting of the Sewer Commissioners back to order at 8:22.

Peter Meier spoke about the sewer capacity for the property on Main Street.

Ann McDonald, 85, 93 Main Street, said they are pursuing the development of the property. Advised the Board that the lack of sufficient wastewater and sewer connections are significant issues and definite concerns for moving forward and the development of projects.

Tom Guerino spoke about the betterments and the capacity available for the developments on Main Street.

Ryan Correia, 95, 97 Main Street, spoke about developing down town Buzzards Bay. Michael Blanton spoke about the gallonage that is available or that will be available and what the property owners would need and are requesting. Requesting gallonage without having any idea what the size or complexity of the requirements of your project might be. Would like to see some sort of proposal.

Don Pickard said we should look at a bylaw that states if anyone builds "X" or above they need to do their own package plant.

Peter Meier said we also set up a regulation or a set of conditions with minimum performance in before you can come and ask for allocations. You will need to have certain items ready.

Peter Meier put this on the agenda because he wanted to give an update to the viewers at home that these properties aren't going to sit here dormant forever.

Stephen Mealy suggested we carry on our monthly meeting of the Sewer Commissioners as an agenda item that has a discussion with the Main Street businesses to keep the communications going.

Mr. Correia said they can come in and advise the Board as plans move forward

6) Board to discuss and take action related to the new proposed police station and sewer allocations

Peter Meier said with the police station in the planning stages we need to talk about putting allocations aside for that for the gallonage that will be taken by the police station

Tom Guerino said the amount of wastewater to be used by the Police Department will have minimal impact. The Sewer Commissioners can blankly state that whatever the Police Department is going to need for wastewater capacity as it relates to the new plant and tying in, there will be sufficient capacity to do that without a great hindrance to the economic and commercial development piece downtown.

Voted Stephen Mealy moved and seconded by Michael Blanton that whatever the Police Department is going to need for wastewater capacity as it relates to the new plant and tying in, there will be sufficient capacity to do that without a great hindrance to the economic and commercial development piece downtown. Vote 5-0.

7) Future agenda items

Peter Meier said if there is anything that the members want to have put on the agenda get them to me by next Wednesday.

8) Next meeting date

The next Sewer Commissioners meeting will be on Tuesday, August 9th, 2016

Voted Michael Blanton moved and seconded by Stephen Mealy to adjourn at 8:48 P.M.
Vote 5-0.

Respectfully submitted – Carole Ellis, secretary.