

TRI TOWN BOARD
Of Water Commissioners
Braintree, Holbrook, Randolph
Braintree Town Hall

MINUTES

August 21, 2018

Present: Joseph Sullivan, Chair, Town of Braintree; Richard Brewer, Town of Randolph; Tim Gordon, Town of Holbrook.

In attendance: Ryan Allgrove, David Ankener, Jim Arsenault, Lou Dutton, Ben Fehan, Helen Gordon, Chris Pellieri, Barbara Mello, Lorraine See, Ed Spellman, Yichen Zhang, Robyn LaFrance.

Mayor Sullivan opened the meeting at 11:12 am. The minutes from the previous meeting were reviewed and accepted.

MOTION: by Richard Brewer to accept the minutes of July 31, 2018.

SECOND: Mayor Joseph Sullivan

VOTE: 2:1:0

Water Treatment Plant update: SRF PEF Submission, Environmental Partners Group

- Helen Gordon explained that EPG will submit the application for the SRF PEF by August 24. She discussed the project timetable and the next deadline of October 15, 2018 and said the requirement then is for a biddable design.
- Next steps were discussed as 1) Submitting the PEF by Friday, August 24, and 2) Moving ahead on schedule with the designer selection, advertisement, interviews by early October, contract signing in October/November, and permitting in December.
- Helen Gordon explained the approach that EPG will use for bidding is to have three (3) bidding packages (similar to the Weymouth water treatment facility job).
- Helen provided a timeline to the board and she explained that she and Steve McCurdy will work together and discuss what plans exactly need to be submitted by October 15.
- David Ankener mentioned Environmental Justice (EJ) and next steps.
- Mayor Sullivan asked if the plan includes demolishing both plants and Helen Gordon responded yes.
- Helen Gordon briefly discussed water sampling for erosion control and said they will work with the Water Departments to do testing.
- Helen Gordon stated that they hope to bid before June but it has yet to be determined if the plans will be ready by October 15.

Water Treatment Plant update: Pilot Plant Analysis, Environmental Partners Group

- Helen Gordon briefly explained the approach they would take to do the pilot plant analysis.

Water Treatment Plant update: Schematic Plan Review, Environmental Partners Group

- Helen Gordon explained that a Schematic Plan Review Meeting/Workshop will be scheduled the week of September 24. This will be an opportunity for representatives to review the recommendations for the design. It will be a half-day session held at the EPG office. Participants will review the CDM design and discuss and determine any changes, and also draft the advertisement for the designer selection.
- Mayor Sullivan asked if the designer selection process is required. Barbara Mello replied that by law it is required. Mayor asked if they can pick up the 20% design and add to it, and if they must publically bid on it.
- Helen Gordon briefly discussed the bidding process and said they can use the 20% design as a base for the initial schematic review. Helen explained that the Electronic Records Release form was signed so that EPG as OPM will obtain the electronic files from CDM for the Preliminary Base Design Drawings of the Tri Town Treatment Plant.
- Jim Arsenault further explained why there is a need for the engineer's record release and he referenced state laws and regulations concerning the engineering profession.
- There was a brief discussion about the age of the preliminary design that was done in 2010 and the fact that there may be options and/or recommendations now that were not available or possible eight years ago that can be implemented and may reduce costs. Helen Gordon explained that this is part of the designer selection process, and that it is an opportunity to look at others. She also mentioned fee negotiation.
- Rich Brewer stated that at some point the fee needs to be discussed.
- Barbara Mello explained that the best qualified designer should be chosen and that this is not something that is or should be fee based. Barbara stated that the board can choose a designer and then based on the cost, go to the #2 selection.

Water Distribution System Master Plan Final Version: Ryan Allgrove, Environmental Partners Group.

- Ryan Allgrove provided the board with a binder presentation of the Water Distribution Master Plan, and brought extra copies and disks for anyone interested.
- David Ankener had a couple of brief comments on funding for water projects and for water main replacement funding. Mayor Sullivan stated that the treatment plant is their priority.

Final Report on Great Pond Dam Safety Improvement Project: Ben Fehan

- Ben Fehan provided a report to the board. He explained that the project is completed and closed out, and the overall job was performed at high quality.

- There are a couple of outstanding administrative tasks to do including obtaining state approval and a punch list from CDM. He stated CDM has the list of miscellaneous items.

Other:

Lou Dutton explained that he contacted the Mattapoissett River Valley Water District Commission to ask about their shared community operations model. He reported:

- Each town maintains and is responsible for its own distribution system, including all water mains, services, wells, and well fields.
- Each town pays for operations and capital costs of the treatment plant based on consumption. The consumption is determined by metered flow at each town's entry point.
- The treatment plant is run by the town of Mattapoissett. All employees are Mattapoissett employees and receive benefits from that town.
- The MRVWDC sets the rate for operation and the town's pay into an account set up in the Town of Mattapoissett's operating budget for the plant operations.
- Monthly meetings are held and Mattapoissett staff present expenditure reports and go over any issues that arise.

Ed Spellman will review this model and then reach out to Holbrook and Randolph Finance Directors to meet.

Tim Gordon asked if they would establish a water district commission and said that the Holbrook government structure of twice a year Town Meeting approval could be difficult.

Mayor Sullivan said he would talk to the Town Solicitor concerning an Enterprise Fund and discuss this further with Ed Spellman.

Lou Dutton and Jim Arsenaault gave a brief review of the Netwatch monitoring at the Richardi Reservoir pump station. It was reported that the Netwatch system is working very well and Lou gave the board a few incident reports of activity that was caught on camera. Over the past few days, several individuals have accessed the area most are carrying fishing poles. The voice activation immediately comes on and instructs the person to leave. If a trespasser does not leave after the stern audio warning, the Braintree Police Department is notified. In one incident the Braintree police were notified and responded to the scene.

Lou Dutton said that currently he is getting the incident notifications.

Mayor Sullivan scheduled the next meeting for September 18, 2018 at 11 am.

The meeting adjourned at 12:00 pm.

Respectfully submitted,
Robyn LaFrance
Recording Secretary