



Town of Provincetown

Meeting of the WATER & SEWER BOARD

Thursday, July 12, 2012
Grace Gouveia Bldg., 26 Alden Street, Provincetown

Water & Sewer Board Members Present: Jonathan Sinaiko (chair), Kathleen Meads, Mark Collins, Kevin Kuechler, Bill Worthington and Shannon Corea.

Water & Sewer Board Members Absent: Moe Van Dereck; and

Other attendees: DPW Staff David Guertin, Sherry Prada, Anna Michaud, and members of the public.

Recorder: Donald Morin

Call to Order: Mr. Sinaiko, acting as chair, called the meeting to order at 3:05 p.m.

➤ **Agenda Item No. 1 – Water Abatement Requests:**

Ms. Michaud presented the list and conveyed that they are all pretty much straight-forward. If you have any questions about any them let me know.

Mr. Sinaiko there is only one that is a denied?

Ms. Michaud yes, that one is Sal's Place. We went there and investigated. She has a very old dishwasher, that we think may be the cause. She also has rental properties that are a part of this... and so, there is no control. I also believe that there is a washing machine. Bern went and checked everything and could find nothing. He talked with her. If there was a leak, it doesn't meet the 500% recommendation.

Mr. Sinaiko and it is only \$600.00 over her average bill?

Ms. Michaud right.

Ms. Meads ... and her average use?

Ms. Michaud her average use is 198.

Ms. Meads ...and there was a little bit of construction at one point?

Ms. Michaud right.

Ms. Meads so, the off-peak ones that I am seeing on Shore Road, those are seasonal in concept?

Ms. Michaud Yes. This is Sutton Place, and they recently converted them to individual condominium units. So, we set all of those up, but I was also told to inactivate any of the old meters. Now, they are inactivated. Everything that I have done has been for the individual accounts.

Mr. Sinaiko is Sal's Place's meters on the street?

Ms. Michaud I don't know where the meter is. I can check if you want.

Mr. Sinaiko because I'll tell you from what I've heard about the plumbing in that place, if it isn't on the street, we could be losing a lot of water.

Ms. Michaud OK. I can take a look at that, and if it is not on the street... I can bring it to Carl to look at it as a possibility for a meter pit.

Mr. Sinaiko OK. Well, I don't know... I would make a motion that we accept all of the recommendations on these, to deny/abate as recommended by staff.

Ms. Meads I'll second it.

Mr. Sinaiko OK, all in favor?

Mr. Sinaiko So that takes care of that one.

Acct#	Property Address	Applicant	Usage	Bill Amount	Staff Recommendation
<i>Fall 2011</i>					
0002108	99 Commercial St	Lora Papetsas	193,000	\$2,470.50	Deny. No leak found. Does not meet 500% rule.
9000172	2 Pond Rd	National Field Representative		\$135.00	Abate \$135. High estimate. Actual usage -0-
0000630	Float 11W	John R. Henrique, Inc		\$15.00	Abate \$15. Clerical error. Actual usage -0-
<i>Spring 2012</i>					
0006306	936 Commercial St	Susan Rand Brown	201,000	\$1,499.00	Abate \$1399.00. Underground leak. Service replaced.
0000908	600 Commercial St	Jeanne Busa	294,000	\$2,336.00	Abate \$1456.00. Underground leak. Service replaced.
0003409	22 Brewster St	Paul Kelly	186,000	\$1,364.00	Abate \$1049.00. Underground leak. Abandoned line is now disconnected
0006609	16 Bradford St	Philbert Roderick	84,000	\$478.00	Abate \$256.33. Leak in crawlspace. Repaired.
9008214	522 Shore Rd	Lexvest Partners		\$92.40	Abate \$92.40. Old acct. Replaced by individual services.
9018214	522 Shore Rd	Lexvest Partners		\$66.00	Abate \$66.00. Old acct. Replaced by individual services.
9038214	522 Shore Rd	Lexvest Partners		\$92.40	Abate \$92.40. Old acct. Replaced by individual services.
9048214	522 Shore Rd	Lexvest Partners		\$191.40	\$191.40. Old acct. Replaced by individual services.
9058214	503 Shore Rd	Lexvest Partners		\$92.40	Abate \$92.40. Old acct. Replaced by individual services.
0016016	21 Hobson Ave #2	Susan Membrino		\$75.60	Abate 75.60. Water Dept broke shut-off valve. No service for this period.
9000172	2 Pond Rd	National Field Representative		\$30.00	Abate \$30. High estimate. Actual usage -0-

Acct#	Property Address	Applicant	Usage	Bill Amount	Staff Recommendation
0007308	35 Court St	Patrick Manning	133,000	\$887.00	Abate \$3.00 for back-feeding another property during leak repairs.
9000396	104 Shore Rd	Prince of Whales Trust		\$6.00	Abate \$6.00 for inaccurate reading
0000102	5 Webster Place	5 Webster Realty Trust		\$42.00	Abate \$42.00. Data entry error at time of meter change-out. Actual usage -0-

Mr. Sinaiko made a motion, to abate and/or deny as provided by staff recommendation; and

Mark Collins seconded the motion. **Agenda Item No. 1** passed 6-0.

Water/Sewer Board members adopted staff recommendation.

➤ **Agenda Item No. 2 – Review Minutes for 02/02/12 & 03/22/12:**

Mr. Sinaiko made a motion, to adopt and accept said minutes; and

Bill Worthington seconded the motion.

The motion was carried.

➤ **Agenda Item No. 3 – Unanticipated business that may legally come before the Board requiring immediate action:**

Ms. Michaud brought to the attention of the Board, that there now exists new regulations relating to the “Open-Meeting Law” that we must now be consistent with. In short, what we can and can not say to each other. Recently, several staff members attended training on this law, which was offered and presented by Town Counsel. Anna cautioned Board members to be cognizant of not discussing Board agenda items outside of the Board setting. Another element discussed was “bcc’s” and how they can impact compliancy with this important law.

Mr. Sinaiko posed a potential scenario. For example, Erik Yingling comes up to me and says... I have heard all these bad things about the Laundromat. I have to say: “I can’t talk about it.”

Mr. Guertin that would be the “preferred” course of action.

Ms. Michaud yes, that would be the “preferred” course of action... but we are talking about two (2) different boards.

Mr. Guertin that is correct.

Ms. Michaud and no quorum.

Mr. Guertin that is still correct.

Mr. Sinaiko because what happens is a lot of times, within this context, is people in the Town run into someone and say... hey, listen... this is an issue and you go, OK... maybe we should do this or that. I think that the

Selectmen should be involved with this one because that's the way we did it the last time. So that kind of thing would then have to happen at this meeting?

Mr. Guertin if posted as an Agenda item at this meeting.

Ms. Michaud we could not talk about it.

Mr. Guertin what the Attorney General is attempting to enforce with this new transparency requirement is the following: that you and Sacha don't chat about something that may be coming up tomorrow. That we don't have, as we used to have under No. 9 "Other" all-right because "Other" allows you to discuss "Other" and doesn't give the general public who would want to read these and attend, and indication of what "Other" is. So, agendas are becoming more specific even if it means deferring the business for that specificity. There is a whole set of other things, and as I heard Town Counsel on the meeting I attended Monday night when the Chair of the Board of Selectmen and another member of the Board of Selectmen... one of the responses was "but it's a small town." Town Counsel opined one that it may be a small town but as a member of a board you are precluded from having a discussion with another board member on that except in an open meeting.

Mr. Sinaiko the only thing frustrating about that is sometimes if you have a discussion and you trade opinions... you then walk away going: OK, you have something more to think about so you bring it to the meeting. There is no collusion in terms of... I mean it could be, but that's what the whole issue is if there is collusion on something – a permit, or some building project.

Mr. Guertin it has everything to do with about formulating an opinion in other than an open forum basically. It doesn't preclude you if something is stated to you that you can't go over to the Laundromat and look in so that you understand the dynamics of it. You can't email to your associates: I just went over to the Laundromat... that's what they are trying to avoid.

Mr. Guertin introduced to the Board, our new DPW Deputy Director, Richard J. Waldo, P.E. Mr. Guertin stated that Richard is a civil engineer, and a registered professional engineer. David went on to say that his impact is already being felt. Each Board member, from left to right, introduced themselves to Richard.

Mr. Guertin to the matter of Agenda Item No. 3, we have been asked to submit to the Water and Sewer Board, potential agenda items for a joint meeting regarding the Laundromat. Quite obviously, the Truro members would not want to come to that meeting. I mean it's a public meeting, you come, but you would have no standing with the Water/Sewer Board meeting because the Laundromat has an issue as an RFP contact with the Town pertains to a wastewater permit.

Mr. Guertin may we give a positive response, that the Board will be present at the requested meeting?

Various Board members: All acknowledging yes.

Mr. Guertin we will forward a letter immediately. I would have no problem responding to the Town Manager saying: The Water and Sewer Board, as it applies to the Truro members, have an intention of being present and request that they being at the front-end of the Agenda because several members have commitments later that evening.

Mr. Guertin but, there is a request from the Board for the historical information to be re-distributed, and we can certainly honor that.

Mr. Sinaiko for me the part about this that is sort of frustrating is that what we are doing here is educating ourselves. We are not making any decisions, we are not... but we can't do that.

Mr. Sinaiko so, we are all set for "Other" issues.

Mr. Sinaiko made a motion to accept the minutes.

Mr. Collins I second it.

Mr. Sinaiko any further discussion? All in favor?

The motion was carried.

➤ **Agenda Item No. 4 – Sewer Betterment Deferral Requests:**

Dana Farris I have two requests for Deferral of Sewer Betterments here. One is from Bobby Ferriera – 48 A Bradford; the other from Priscilla Joseph 16 West Vine. Both applicants meet their requirements for deferral of sewer betterments. I need a vote to grant those.

Mr. Sinaiko made a motion to accept staff recommendation.

Mr. Collins seconded.

The motion was carried.

➤ **Agenda Item No. 5 – Sewer Abatement Requests:**

Acct#	Property Address	Applicant	Usage	Bill Amount	Staff Recommendation
<i>Peak Bill - Fall 2011</i>					
0002108	99 Commercial St	Lora Papetsas	193,000	\$2,673.05	Deny. No leak found. Does not meet 500% rule.
<i>Off-Peak Bill - Spring 2012</i>					
0006306	936 Commercial St	Susan Rand Brown	201,000	\$2,783.85	Abate \$2,650.75 underground leak. Service replaced.
0007308	35 Court St	Patrick Manning	133,000	\$1,842.05	Abate \$13.85 for back-feeding another property during leak repairs.
0000102	5 Webster Place	5 Webster Realty Trust		\$193.90	Abate \$118.90. Data entry error at time of meter change-out. Actual usage -0-

Mr. Sinaiko made a motion to accept staff recommendation.

Mr. Collins seconded.

The motion was carried.

➤ **Agenda Item No. 6 – Sewer Flow Revisions:**

Map & Parcel	Address	Orig. Flow	Rev. Flow	Net Chg	Orig. Betmt.	Rev. Betmt.	Net Betmt.	Reason Change
07-4-032	27 Winthrop St	253	520	267	\$11,344.52	\$23,359.52	\$12,015.00	EDP 5/14/12
06-4-074-02	15 Mechanic St	220	330	110	\$4,950.00	\$7,425.00	\$2,475.00	Bed Count 7/6/12
11-3-032-014	237 Commercial St	355	350	-5	\$11,956.40	\$11,788.00	(\$168.40)	Transfer of Gals
11-3-032-016	237 Commercial St	130	135	5	\$4,378.40	\$4,546.80	\$168.40	Transfer of Gals
11-3-032-016	237 Commercial St	135	250	115	\$4,546.80	\$9,721.80	\$5,175.00	EDP 5/14/12

Mr. Sinaiko made a motion to accept staff recommendation.

Ms. Meads seconded.

The motion was carried.

➤ **Agenda Item No. 7 – Closing statements from the Board:**

Mr. Guertin I would like the Board to ask the Director about the Knowles Crossing Filter Building.

Mr. Sinaiko OK, so what is going on at Knowles Crossing?

Mr. Guertin on the evening of July 23rd, staff made recommendation for award to Robert B. Our, at approximately \$5.6 million dollars, during the last communication. As you recall, we are about 2/3 done the second year of our three year \$14 million dollar USDA Water Improvement Program. This is the single biggest key component to it. North Union Field to a lesser amount... why lesser – because it is about a \$1.4 and that can not be awarded until the contract from the State comes in for \$635,000 that was due in here three weeks ago or so. But, it should be here momentarily. It would be then immediately thereafter we would recommend an award for the well site at North Union Field. The well site at North Union Field is perhaps a six or eight month job. It is our intention, a mild winter, and we should be finished January (ish) or so. The Knowles Crossing Filter Building at \$5.6 million will take us to, or on or about, September of 2013 when the USDA wants us to spend the funds. So this is the exciting final phases of major construction projects. Should you wish to stay, that presumes that the Laundromat gets [?] first. We will be making that award presentation the year EPG and staff ...

Mr. Sinaiko does this mean that we shut down the North Truro Air Force base?

Mr. Guertin this means that we keep them on standby for true emergency versus our nearly emergency. That's about it. It's pretty exciting... it's pretty good.

Mr. Guertin Leak Management Program... thank you for asking me about that. It was originally at a \$100,000. We bumped it up to \$200,000, then we bumped it up to \$300,000... and then \$350,000. We had about 99% of the meters fully converted and inspected. The Meter Inspection Program is worth

it's weight in gold. We feel we are about under 20% on the verge of 18% unaccounted for water... expecting further improvements from there. I think the Water Department has...

Mr. Sinaiko and you are reading the meters what... every couple of month?

Mr. Guertin/Ms. Michaud monthly.

Mr. Sinaiko So do you then, if there is a problem...

Ms. Michaud we are also getting a new report from our software, that we just upgraded, which lists anything that has a continuous leak over the past 35 days. In most cases we are finding that it is a toilet.

Mr. Guertin on the wastewater side, they grouped into sheeting held at the Wastewater Plant. Next week, they will commence with pile-driving about 88, 55/40 ton piles and they will be doing the equalization basin which will allow us to make further connections this late September/October (ish) or so. So no one knows that the plant is being expanded, and that is a wonderful thing because we know it is in the right location.

Ms. Meads I have a question about high use during the 4th of July. Are we still holding OK.

Mr. Guertin we are trending wonderfully. Carl has instituted a new program. In the old days, we would fight like hell to refill the tanks during the weeks in preparation. The new philosophy based on the rules that we are living with is that we actually allow the tanks to drop and fill them at night with cooler water. Carl wants to do two things: introduce cooler water into the system to lessen the biological influence of high-temperature stagnant stratified water in the tanks and we wants to get chlorine through the system by actually forcing less travel time in the main. He doesn't want stagnant mains either. Cody, in fact, is our Treatment Plant Operator. He resets the wells at about 8:30 p.m. each night. So, we do a lot of night pumping to allow the tanks to drop during the day -- to refill each day rather than a week to week-end mentality. It's kind of a different paradigm. It is a different philosophy but it speaks to the new efficiencies of the pumps, the variable drives for the pumps, and all the improvements that have been made including what you witnessed the Truro mains and all that.

Mr. Sinaiko record flows, but records flows... we've connected more properties. So, what constitutes a new record flow?

Mr. Guertin We've connected about 60,000 Title V gallons in additional flow roughly 60/65 and that brought us from a daily average of 457.

Ms. Meads now we are not allowed to discuss this with anyone out on the street?

Mr. Guertin no, you may tell them the good news.

Mr. Sinaiko is there anything else that the Director would like....

Mr. Guertin no, no sir and will convey promptly to the Town Manager and the Board of Selectmen's secretary, urging that they be at the head of the meeting on the 23rd, and that please forward the complaints as received because the Board has asked staff to re-distribute the package.

➤ **Agenda Item No. 8 – Adjournment:**

There being no further business, Mr. Sinaiko moved (and the motion was seconded) to adjourn the meeting. The meeting was officially adjourned at 3:46 p.m.

Respectfully submitted,

Sacha Richter, Clerk