



TOWN OF COHASSET

Sewer Commission

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Sewer Commission Meeting Agenda

DATE: December 11, 2006

TIME: 6:00 p.m.

PLACE: Meeting Room 2B, Town Hall

Meeting called to order @ 6:04 pm.

Attendance: Ray Kasperowicz, Sean Cuning, John Beck, Diane Hindley, Recording Secretary; Dick Nye, Veolia; Jim Galipeau, Veolia

1. Office Business:

- Date of Next Meeting: January 8, 2007 @ 6:00 pm.
- Annual Town Meeting scheduled for Saturday, March 31, 2007; deadline for the submission of articles is Friday, January 12, 2007.
- Annual Town Election is Saturday, April 7, 2007.

2. Veolia Water:

- a. Monthly Operating Report for November: Attached
- b. WWTP: Noise / Odor / Light Complaints: None
- c. Collection System: Attached
- d. Maintenance Fund: Attached

Dick Nye is present along with Jim Galipeau. Dick warmed up the generators to test them. They are working just fine. Dick reviews the Veolia report. Staffing issues are brought up. Yvonne has been under a doctor's care for surgery on her hand; she will be out for at least three months. Dick has interviewed someone else to cover for Yvonne; the candidate must pass some final qualifications to complete the hire of the substitute worker. He has a Class 4 license. He is a Mass Maritime graduate.

John Beck is making a motion to do a detailed audit of Veolia and the services they are contracted for.

Ray Kasperowicz is not sure if he is interested in this fairly extensive review. When it comes to the Central Sewer District, the most significant budget item is Veolia water. Dick Nye is an exemplary representative and is highly qualified. However the costs are too high, if this was on a cost plus basis, not sure where we would be. For the benefit of having Veolia take care of all of this stuff. Ray wonders if the cost of having on account people do this for us is more beneficial for the town and should we be making an evaluation of having force account personnel. Or should we be soliciting bids for this project. Ray is not sure if he is on board to go through this analysis. What are the variables? Profit, overhead and personnel cost. Are we in an area where we have to reevaluate the contract?

John Beck is driven by a prudence issue, questions if the escalation factors are correct. Until we determine all of the factors we do not have a basis to do anything. If anything needs to be done, until we look at it with a critical eye, we don't know the value. Ray speculates the

personnel costs. Jim Galipeau states that Veolia may not allow us to open book audit. John Beck states that in our contract, we have the right to audit. Jim defends Veolia, not as a one man operation but the standards are high because of Veolia as a whole company. Jim welcomes the audit. Electrical has gone up roughly 65% in the past 4 years. Electrical is a huge component of the service fee. Electrical is roughly 9-10 thousand dollars per month. Personnel benefit costs have increased. Jim Galipeau defends that they are not making a huge profit. Jim continues that if the Town of Cohasset decides to go back out to bid, the cost of electricity isn't going to go down. The Town of Cohasset has a two year option, at our discretion, to extend the current contract with Veolia when it comes to an end. Jim Galipeau feels that this is advantageous for the Town of Cohasset because the rates that were quoted within the contract will not increase, however personnel costs and the above mentioned increase in energy costs will escalate without affecting our cost. Jim Galipeau is happy to cooperate with the audit, providing that his company approves. John Beck says that we would be remiss to not audit Veolia since we are going for a substantial rate increase to the people of Cohasset. We need to have answers as to why we will be increasing the rates. As new connections come along, the monthly fee will go up according to increase in services. The annual fee in the contract is in there. As the usage increases, the service fee increases. Per connection revenue item, what happens when Little Harbor is expanded, is there provision for that? The cost of running the plant will increase the cost to the users, not necessarily personnel costs. Dick Nye claims the increase in costs is due to the maintenance costs. Ray would like to go over costs. What is Northern Construction?

Sean moves to vote on the motion. Ray is not looking for an audit. If we had a rough idea of what makes up the monthly billing; always felt that the monthly bills were not clear. Jim Galipeau offers to gather information according to our contract. Ray digresses. Sean asks if January 8th is soon enough for Veolia to provide us with detailed information. Jim is hesitant because it puts him at a disadvantage to open his "books" if we went out to bid. Sean suggests a summary review by January 8th. Jim agrees to send commitments to the contract at John Beck's request. John requests info from the Scope of Service section.

John Beck wants to know what a Capital Improvement program is, he questions if he's ever seen one. Jim Galipeau of Veolia answers "no".

There is a motion to change the agenda, according to attendance. The decision is unanimous.

3. Enterprise Fund Report:

- Income Statement / Balance Sheet - November: Attached

Mike Buckley discusses the effectiveness of the Enterprise Funds. There is discussion of expenditures and keeping an eye on things. Sean asks what is jumping out as an increase in expenses. Ray states it is really hard to budget for things such as Veolia due to the fact it is done a year and a half in advance. Ray states that for the 2008 budget, he is recommending an increase for Central to \$9.90; we should have an increase immediately and catch up on the other dollar in 2008, so the increase is not as drastic. If the rate increases in Central by \$1.20 we should be able to catch up.

4. Connection Status November:

- North - 0
- Central-0

5. CORRESPONDENCE/COMMUNICATIONS:

- Office of the Director of Finance and Town Accountant:

There is discussion with Dan Coughlin as to why the easement letters were not handled through the Sewer Office. Ray wants to know what the cost of a letter like this could be. Dan responds to this stating that it was probably a couple of thousand dollars. Ray wants to know how many contracts we have with Coughlin, John responds five. Dan states the questions were functions that the Sewer Commission Admin could not have possibly answered.

- Deutsch Williams letter re: King Taylor Cohasset, LLC v. Cohasset Sewer Commission
- Approval of minutes for posting on the website-reviewed and approved.
- Commercial Sewer Applicant Letter for mailing-reviewed and approved.

6. OLD BUSINESS:

- Evergreen Builders-Mike Buckley requesting a written agreement between the builder and the Town of Cohasset. Mike requests a written agreement from the Sewer Commission in order to release the funds to Evergreen builders. Recorded page of the deed is requested.

- Eric Kupperstein- 5 Otis Avenue

Eric Kupperstein is present to discuss his initial approval. His neighbor is currently challenging him that he does not have sufficient frontage. On October 17, Bob Egan sent a letter to the Kupperstein's neighbor that it is what it is, it then went to the ZBA. The ZBA heard it last Tuesday and will be writing a decision in January. Kupperstein speculates that the writing will be that there is no Zoning violation and that there is no reason for him to be in front of the ZBA. Eric anticipates constant appeals by his neighbors. Eric wants to know if he should pay. Ray states that we will give him 6 months from the current deadline of Dec 26, 2006. This would make the new deadline June 26, 2007. At that time payment must be made. Ray makes the motion to grant a six month extension from the original date of December 26, 2006 to June 26, 2007. The decision is unanimous.

- 24 Atlantic Avenue; 28 Atlantic Avenue- Betterment Assignments

There should be a letter drafted by either the Sewer Commission or the Treasurer to 24 Atlantic Ave to address the betterment that was assigned and never been paid. Is there expiration on the betterment assessment? Dan Coughlin seems to think there may be expiration from the time of project completion. Should we talk to Gary Vanderweil about this? Just to get history on this. Ray volunteers to call Gary to discuss this property. The SCS could vote to include him in the new district but it would be a greater cost to the homeowner. A letter will be drafted to 28 Atlantic, 6000 dollars now to tie in or 15000 for the new one. The Board may include you into the new district. They are outside the district and not on the list. Sean says that we can vote them to come in.

- 175 Border Street George Rabstenjak

Sean is taking care of this. Sean Cunning requests that the Sewer Commission Admin call Town Counsel for advice on this. Call Rick Hucksam to see if we should lien against the main house in Cohasset if the Scituate one doesn't pay.

- 808 Jerusalem Road-Sewer connection deadline as of 11/25/0
Send certified letter this time. The Board has voted to begin legal action. We need to know her intentions etc by January 8th.

- Little Giant bills

Ray would like to study the trouble calls to determine who is responsible. Document the pattern of calls.

7. **NEW BUSINESS:**

- Abatement request for 93 Linden Drive

We need more information from Brenda in regards to this request.

- Drain Layer License Renewal

Should we send out a new letter to renew drain layers licenses? The standard request is for 20,000 surety bond, performance bond on the work, liability insurance policy, refer to MGL Ch. 142, we will send out same letter upon the Sewer Commissions approval. Ray makes a motion to send out letters from last year, upon Sean's approval.

8. **OPEN DISCUSSION:**

There is discussion of the Articles to be written by January 12th, not knowing when the bid will go out and not knowing what to ask for in the Article. Should we be prepared to present something? Do we need to schedule a meeting before the January 12th?

702 Jerusalem Road, Rosano-Davis was supposed to pick up the old pump.

Make a decision for next meeting as to what type of escalator we will be using to figure out betterments. What reflects the costs? To be continued until next meeting.

Budget discussion by Ray Kasperowicz. The original budget was given to Bill and Ray is presenting the detailed new version. Ray would like to increase depreciation. Ray suggests that we do an interim assessment for just a dollar or so. John Beck is concerned that we are going to have to borrow the money because we are not generating the cash flows. The Commission agrees that we are always running things so tight.

A letter will be sent to Treasurer to not borrow the million dollars from the Sewer Commission.

Ray wants to review the high points of the budget. He would like to isolate usage by district. The biggest factor in the North budget is the Hull Plant. Ray will call over there to make sure there is not an imminent increase.

Discussion of how long the life of the pumps is estimated at. Speculation of what type of pump we will recommend when systems fail. Sean discusses this primarily with Dan Coughlin. He is not sure how long the life of the new pumps will be.

Ray is asking for approval of this budget to be able to submit to Bill Griffin. A motion is made to approve by Sean, second by John. There is a unanimous approval for submission to Bill Griffin.

Dan Coughlin hands out I/I summary and a description of the normal progression of I/I.

Tape has run out @ 8:30. Dan Coughlin continues to discuss the I/I summary he has submitted. Discussion of installation of flow monitors and how they track information. There is flow monitoring of three different branches of the system. Studies must be conducted under variable conditions. Referring to weather, tides and the baseline. Ray would like to know if there is a cash flow work up with this or do we have to do more borrowing. Dan will submit a detailed budget for the I/I study. This entire project all the way through is, anticipating completion by June or July; pick up more information during the spring. TV inspection- not in the budget right now. Dan is looking into possibly doing this himself, to save some money. Must be done from the house cleanout, portable TV monitors to inspect the home owners service. They monitor depth and velocity, can get reversal of flows sometimes, more accurate flow readings. OSHA compliance cost is not an issue because they are installed from above the ground. Discussion of the I/I handout continues.

Meeting adjourned @ 9:15 pm.