

WELLESLEY BOARD OF PUBLIC WORKS RECORDS SEPTEMBER 13, 2022

The Wellesley Board of Public Works held a duly posted open online remote meeting beginning at 5:00 PM.

Remote participants included Chair Scott Bender, Commissioners Ellen Korpi and Jeffrey Wechsler; Director David A. Cohen; Assistant Director Jeff Azano-Brown, Town Engineer David J. Hickey, Jr.; Water & Sewer Superintendent William J. Shaughnessy; Executive Assistant Debra Sumner; and Advisory Committee Liaison Pete Pedersen.

Chair Bender called the meeting to order at 5:00 PM.

APPROVAL OF MINUTES

Following reference to the minutes proposed for approval and upon motion duly made by Mr. Wechsler and seconded by Mr. Bender, the Board

VOTED: To approve the Open Session Minutes of the meeting of July 12, 2022, as presented (2-0).

Mr. Wechsler – Aye
Mr. Bender – Aye

Ms. Korpi abstained from voting due to the loss of her Wi-Fi connection part way through the meeting.

CITIZEN SPEAK

Chair Bender provided anyone participating remotely with the opportunity to speak regarding matters pertaining to the Department of Public Works. There was no remote participation.

DIRECTOR'S ITEMS

Advisory Committee Liaison Update. Chair Bender invited Mr. Pedersen to bring any matters of interest to the Advisory Committee to the attention of the Board.

Director Cohen notified Mr. Pedersen the decision has been made to defer discussion of the proposed Stormwater Enterprise Fund at the upcoming Special Town Meeting, until Annual Town Meeting, due to an increasingly challenging timetable.

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Mr. Pedersen conveyed he is interested in discussion of the agenda items and to learn of any updates related to the PFAS issue, as well as the results of how the water restrictions have been working over the past few months.

Director's Items

Stormwater Update. Director Cohen explained there remains a considerable amount to be done in addition to the meetings already held with education institutions and other stakeholders. Another meeting has been scheduled for September 20 with large landowners. Mr. Cohen conveyed the plan is to continue to engage the public in advance of the introduction of this Article at Annual Town Meeting in order to provide all an opportunity to raise questions and allow the Department to provide the best proposal moving forward. Ms. Korpi expressed her support to defer the Article until the spring.

Mr. Pedersen inquired about the criteria to be considered a large landowner. Mr. Hickey explained the first meeting separated out the three local colleges and the Dana Hall School from the other large landowners. The second group meeting next week will consist of commercial landowners.

Mr. Cohen explained the plan is go to Annual Town Meeting in the spring to obtain approval for this enterprise to be adopted and secondly, to adopt a budget for the Stormwater Enterprise Fund.

PFAS Update. Director Cohen conveyed the latest information related to the interim PFAS treatment system. He confirmed that ongoing testing continues to provide non-detect levels at the Morses Pond Treatment Plant, which confirms the interim system is working.

Mr. Cohen explained Staff continues to work with the MWRA regarding the concept for a secondary connection to the MWRA water supply to be implemented in Wellesley. A consultant is providing assistance with the water modeling for that portion of the work. With regard to the regulatory environment and what future measurements will be decided upon continues to create uncertainty as it relates to a recommendation for a more long-term method to address the PFAS issue. Monitoring at the Morses Treatment Plant location continues into an expanded area. The monitoring of the Rosemary Longfellow Treatment Plant provided a test result which exceeded the acceptable threshold. Therefore, monitoring will continue as well development for that location has been planned, which could potentially be impacted by future test results.

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Mr. Bender inquired if there had been any update for a change in the current regulations. Director Cohen conveyed he anticipates an update will be available early in 2023. It is Mr. Cohen's understanding that new regulations will be proposed toward the end of CY22, to be followed by a public comment period.

Director Cohen confirmed funding opportunities are being explored. Mr. Wechsler conveyed he appreciates the thoughtful approach being taken by staff as they continue to explore options.

In response to Mr. Pedersen's inquiry about any progress being made on detecting a source, Mr. Cohen confirmed that the consultant is expanding the scope of the study and is expected to provide those results soon.

FY 2024 Tax Impact Capital Budget Version 1. Director Cohen referred to the initial version of this Capital Budget, which summarizes the anticipated capital needs of the Department of Public Works for FY24 through FY28. He conveyed the total FY24 Tax Impact Capital Budget anticipated request from all sources is \$10,017,000. The FY24 cash capital request of \$5,727,000 is \$635,750 more than the \$5,091,250 FY 24 projection in last year's five-year budget. The amount proposed to be funded through borrowing and our anticipated use of Chapter 90 funds and bonding funds is \$4,290,000.

The Director also referenced a Capital 5 Year Plan Changes summary, which tracks the changes from last year's plan. The Director highlighted the major changes from last year's plan for FY24.

Following a review and discussion of the items summarized above, the Director reconfirmed this Version provides the Board an early overview of the anticipated needs. He confirmed Staff would continue to refine the plan and provide a revised budget with more detailed information at the next Board meeting.

Mr. Wechsler extended his appreciation for all the work put into the document to outline the needs, which have been deferred due to budget cuts over the past four years.

FY 2024 Tax Impact Operating Budget, Version 1. The Director provided the Board with an overview of the initial version of this budget, which reflected the anticipated tax impact operating needs for FY 2024. The total FY 2024 tax impact request, including RDF Business Initiatives, is \$8,328,048, which is an increase of \$414,559 or 5.2% over the FY23 budget.

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Mr. Cohen referred to the highlights of the increases in Personal Services in the amount of \$55,584; Expense Budget increases in the amount of \$358,975; and Allocations, which remain unchanged from last year's budget.

Following a discussion, the Director conveyed staff would be working to make further changes and reductions in this budget to be provided at the next Board meeting.

FY 2024 Water & Sewer Capital & Operating Budget, Version 1. The Director referred to the initial version of this budget, which provides the anticipated needs for FY 2024. The total FY 2024 combined request is \$15,599,152, which is an increase of \$374,142, or 2.5% over the FY23 budget.

The Director provided an overview of the highlights of the decrease in Personal Services; and increases in MWRA Expenses and All Other Expenses.

Director Cohen explained the preliminary Five-Year Capital Plan for both Water and Sewer continues to include \$5,766,000 for PFAS Treatment Upgrades. He noted \$5.3 million is earmarked for the construction of a long-term treatment system at Morses Pond, while \$466,000 is for continued operation of the interim system that is currently in place. Given the regulatory uncertainty related to PFAS, this plan is likely to change throughout this budget process.

Commercial Tipping Fee Rates. Director Cohen referred to the memorandum prepared by RDF Superintendent Jamie Manzolini in which he referenced a market survey conducted among nearby facilities, which resulted in a recommendation to raise the current RDF Commercial Fee Rate from \$165 to \$195 per ton, to become effective October 1, 2022.

The Director attributed this recommendation for a proposed increase being due to a new five-year Mass Solid Waste (MSW) contract, which began July 1, 2022 and includes a sizeable cost increase in year one.

Director Cohen conveyed it was not necessary for the Board to vote approval of the proposed increase. It was the consensus of the Board the members were supportive of this recommended rate increase.

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Statement of Fact – Contract #22P-470-1687 – Software Package for Utility Asset and Operations Management. Director Cohen referred to the Bid Recommendation prepared by Assistant Water & Sewer Superintendent Meghan Condon. Mr. Cohen also conveyed he and the staff were very impressed with this tool and learned how it has been implemented in other area communities. The Director emphasized how much the staff is looking forward to getting a cloud-based system on-line for use on a daily basis. He also noted it can be used for any asset class, is very customizable and will be a valuable system.

Upon motion duly made by Ms. Korpi and seconded by Mr. Wechsler, it was unanimously,

VOTED: That the award for the “Software Package for Utility Asset and Operations Management, Contract No. 22P-470-1687”, be awarded to Utility Cloud, of Salem, NH 03079, all in accordance with their technical proposal and their proposed service contract in the amount of \$70,000 for the first year and \$45,000 in years two and three for a total cost of \$160,000 (3-0).

Ms. Korpi – Aye
Mr. Wechsler – Aye
Mr. Bender – Aye

Statement of Fact – Contract #23C-460-1701 – Sewer System Rehabilitation. Director Cohen referred to the Bid Recommendation prepared by Systems Engineer Matt Herson.

Following a discussion and upon motion duly made by Ms. Korpi and seconded by Mr. Wechsler, it was unanimously,

VOTED: That the award for Contract No. 23C-460-1701, “Sewer System Rehabilitation” be made to National Water Main Cleaning Co., of 25 Marshall Street, Canton, MA 02021, all in accordance with our specifications and their bid in the amount of \$663,335.00 as the lowest responsible and responsive bidder (3-0).

Ms. Korpi – Aye
Mr. Wechsler – Aye
Mr. Bender – Aye

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Statement of Fact Activity Report. The Director referred to the most recent purchases for the Variable Frequency Drive (VFD) Replacements for Morses Pond Water Treatment Plant and annual rental of a screener for material at the RDF.

DPW Monthly Report. Director Cohen referred to division highlights including Key Performance Goals, Key Challenges & Opportunities and Key Metrics reflected in this report from DPW Administration; Engineering; Highway; Park & Tree; Recycling & Disposal Facility; Water & Sewer; Health & Safety; and Additional Information.

Director Cohen discussed the results to measure the effectiveness of the outreach directed toward those households that had not complied with the outdoor water restrictions.

In reply to Mr. Bender's inquiry related to non-revenue water, a brief discussion followed on the importance of the accuracy of leak detection methods, which include the use of satellite technology to test groundwater surrounding the water mains.

Mr. Wechsler suggested in preparation for next year, consideration be given to establishing an incentive program. He referred to the Municipal Light Plant's program for customers with electric vehicles, who can elect to have their chargers assigned to a schedule, for which they are currently reimbursed \$8.00 per month, upon completion of the verification process. Guidelines could be provided for customers to enlist the services of their irrigation company to assist with the system set up.

WATER & SEWER DIVISION

Water & Sewer Division Enterprise Fund Financial Statements. The Director referred to the financial statements for the month of June 2022 and the cover memo prepared by Senior Management Analyst Christopher Cusack, which highlighted major driving forces.

The Water fund drew down cash for a total negative net income of \$657K for FY22 year-end. Despite the draw down in the cash balance for the fiscal year, General Cash and Equivalents on the Comparative Balance sheet finished at \$1,468,020, which exceeded the 45-day cash reserve target by \$561,322.

Year-to-date, the components of the net income reduction included Operating revenues being down for FY22 primarily due to decreased outdoor water charges due to last summer's wet weather and conservation measures both this year and last summer. Another portion of the decreased revenue was offset by Wellesley College water purchases while they implemented PFAS treatment for their water supply.

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Overall operating expenses increased in FY22 primarily due to additional MWRA costs. MWRA was the primary water source for FY22 as it accounted for 81% of the total pumped for the year. Residential outdoor water usage was down 30% for the year from FY21, due to last summer's conservation measures and wet weather.

The Sewer Financial Statements were more positive and ended FY22 with a positive net income. Year-to-date, components of the net income increase include: operating revenues were down primarily due to decreased sewer charges, due in part to last summer's conservation measures and wet weather. Operating expenses were up primarily due to increased collection system costs due to an increase in the FY22 MWRA assessment.

Cash was down for the year due to MWRA grant and loan proceeds received in FY21.

Water & Sewer Division Monthly Performance Reports. Director Cohen referred to reports for the months of June and July 2022 prepared by Water & Sewer Superintendent William Shaughnessy. Each report highlights the Water & Sewer Division's activities during those two months. Information included the Daily Water Pumping Record, the iron and manganese Chemical Analyses, the graph of water supply trending, the graph of the temperature, and the Summary Report. Also included is a chart showing the daily pumpage with the gains and losses from the reservoirs.

Next BPW Meeting. The Director confirmed the next meeting would be held on Tuesday, October 18, at 5:00 PM.

ADJOURNMENT

Upon motion duly made by Mr. Wechsler and seconded by Ms. Korpi, it was unanimously,

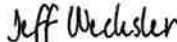
VOTED: To adjourn (3-0).

Mr. Wechsler – Aye
Ms. Korpi – Aye
Mr. Bender – Aye

The meeting adjourned at 7:08 PM.

Respectfully submitted,

DocuSigned by:



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Jeffrey Wechsler
Secretary

**DISCUSSION ITEMS
WELLESLEY BOARD OF PUBLIC WORKS REMOTE ONLINE MEETING
SEPTEMBER 13, 2022
5:00 PM**

A. APPROVAL OF MINUTES. Board to review the Open Session minutes of the meeting of July 12, 2022. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

B. CITIZEN SPEAK

C. DIRECTOR'S ITEMS

ADMINISTRATION

D. ADVISORY COMMITTEE LIAISON UPDATE. Director to inquire if Mr. Pedersen has information to bring to the attention of the Board and Staff. **NO BOARD ACTION REQUIRED.**

E. STORMWATER UPDATE. Director to refer to most recent planning accomplished by staff and consultants related to development of an enterprise fund. **BOARD FEEDBACK REQUESTED.**

F. PFAS UPDATE. Director to refer to most recent activity related to this matter. **NO BOARD ACTION REQUIRED.**

G. FY 2024 TAX IMPACT CAPITAL BUDGET. Director to refer to initial version of the proposed budget. **BOARD FEEDBACK REQUESTED.**

H. FY 2024 TAX IMPACT OPERATING BUDGET. Director to refer to initial version of the proposed budget. **BOARD FEEDBACK REQUESTED.**

I. FY 2024 WATER & SEWER CAPITAL & OPERATING BUDGET. Director to refer to initial version of the proposed budget. **BOARD FEEDBACK REQUESTED.**

J. COMMERCIAL TIPPING FEE RATES. Director to refer to proposed increases to current fees to become effective October 1, 2022. **BOARD FEEDBACK REQUESTED.**

K. STATEMENT OF FACT – CONTRACT #22P-470-1687 – SOFTWARE PACKAGE FOR UTILITY ASSET AND OPERATIONS MANAGEMENT. Director to refer to bid Recommendation prepared by Assistant Water & Sewer Superintendent Meghan Condon. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

L. STATEMENT OF FACT – CONTRACT #23C-460-1701 - SEWER SYSTEM REHABILITATION. Director to refer to Bid Recommendation prepared by Systems Engineer Matt Hemon. **BOARD APPROVAL AND SECRETARY SIGNATURE REQUIRED.**

M. STATEMENT OF FACT ACTIVITY REPORT. Director to refer to recent purchases.
NO BOARD ACTION REQUIRED.

N. DPW MONTHLY REPORT. Director to refer to division highlights listed in report.
NO BOARD ACTION REQUIRED.

WATER & SEWER DIVISION

O. WATER & SEWER ENTERPRISE FUND FINANCIAL STATEMENTS. Director to refer to financial statements for the month of June 2022. **NO BOARD ACTION REQUIRED.**

P. WATER & SEWER DIVISION MONTHLY PERFORMANCE REPORTS. Director to refer to report for report for the months of June and July 2022 prepared by Water & Sewer Superintendent William Shaughnessy. **NO BOARD ACTION REQUIRED.**

FYI

Ltr. to MWRA Re: Toxic Reduction and Control

Ltr. to DEP Re: Annual Lead and Copper Monitoring for Wellesley Schools