

Town of Hingham



Hingham Sewer Commission Meeting Minutes

September 10, 2019

Call to Order:

The meeting was called to order at 7:03 p.m. in the South Central Hearing Room, Hingham Town Hall.

Commissioners Present:

Robert Higgins, Chairman and Kirk Shilts.

Department Personnel & Staff Present:

Randy Sylvester, DPW Superintendent; Stephen Dempsey, Sewer Supervisor; and Liz Welch, DPW Office Administrator.

Agenda:

The Commission reviewed the draft agenda. Dr. Shilts added CWMP Update and Town of Hingham Master Plan to New Business.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to approve the agenda as amended; the Motion passed by unanimous vote.

Meeting Minutes:

The Commission reviewed the May 7, 2019 public meeting minutes.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to approve the May 7, 2019 minutes as drafted; the Motion passed by unanimous vote.

Delegation of Actions to DPW Superintendent

Mr. Sylvester explained that he has bills from Hull and MWRA that are in the Sewer Budget but are over \$50,000. He also has emergency I&I work bills that are over as well. The Commission discussed delegating to the Chair of the Sewer Commission the ability to sign off on behalf of the Sewer Commission bills that are over \$50,000.

The Sewer Commission confirmed that Mr. Sylvester can sign bills and contracts for amounts less than \$50,000.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to delegate to staff the ability to sign sewer related contracts and bills for amounts less than \$50,000; the Motion passed by unanimous vote.

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Dr. Shilts made a Motion, seconded by Mr. Higgins, to delegate to the Chairman the ability to sign off on contracts and bills related to sewer related work on behalf of the Sewer Commission on amounts that are \$50,000 and over; the Motion passed by unanimous vote.

Engineering Contracts:

Mr. Sylvester explained he has two Weston & Sampson Contracts; one for technical assistance and the other to bid out 3 contracts which are expiring on 12/31/19, (Contract #1 Cleaning & Inspection of Sewers, Contract #2 Trenchless Sewer Repairs and Contract #3 Sewer Dig Repairs.) In addition, a new Contract #4 for Station Repair has been established and will bid out this year too.

Mr. Sylvester explained that the Sewer Department is pleased with Weston & Sampson engineering services.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to keep Weston & Sampson as the Commission's contracted Engineers on for another year to expire on 12/31/20; the Motion passed by unanimous vote.

Town of Hull Invoice:

Mr. Sylvester reviewed the Town of Hull Sewer Invoice for FY20.

Hingham Bathhouse Connection Fee Waiver:

Mr. Dempsey explained that the Bathhouse has requested to have their sewer inflow fee waived. He went on to explain that they are a Town owned entity for whom fees are typically waived.

Dr. Shilts made a Motion, seconded by Mr. Higgins; to delegate to the Sewer Department Staff the authority to waive all permits fees related to Town of Hingham owned parcels and projects with the exclusion of billing; the Motion passed by unanimous vote.

Sewer Bill Abatement and Additional Commitment Approvals:

The Commission reviewed the sewer bill abatements from ratepayers at 57 North Street, 170 Otis Street, 27 Station Street, 5 Isaac Sprague Drive, 160 Otis Street, 11 Howard Road, 42 Canterbury Street, 8 Planters Lane, 14 North Street, 141 Otis Street and 11 Weathervane Court.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to approve abatements for 57 North Street for \$1,218.20; 170 Otis Street for \$635.30; 27 Station Street for \$306.60; 5 Isaac Sprague Drive for \$886.95; 160 Otis Street for \$876.00; 11 Howard Road for \$2,987.40; 42 Canterbury Street for \$459.90; 8 Planters Lane for \$865.05; 14 North Street for \$3,438.30; 141 Otis Street for \$810.30; and 11 Weathervane Court for \$416.10; the Motion passed by unanimous vote.

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Commission reviewed the sewer bill additional commitments for 39 Eldridge Court and 59 North Street.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to approve additional commitments for 39 Eldridge Court for \$14.25 and 59 North Street for \$416.30; the Motion passed by unanimous vote.

Private Electrical Service on a Private Way

Mr. Higgins explained that a resident submitted a request to Hingham Municipal Light to install a private underground electric service line that would run across Beach Road to the property located at 222 Wompatuck Road.

Beach Road is a private road. The proposed private electric service line would cross the sewer main at a perpendicular angle. The line could interfere with the ability of the Sewer Department to maintain the sewer main including, to repair or replace the sewer main, especially in the event of an emergency such as a sewer main break. Also, Dig Safe regulations do not require that private underground utility be marked as with other utility locations, and this could lead to possible worker injury.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to send notice to 222 Wompatuck Road denying the underground electrical plan that encroaches upon the town sewer line dated September 10, 2019; the Motion passed by unanimous vote.

Dr. Shilts made a Motion, seconded by Mr. Higgins, to establish policy that the Sewer Commission shall not allow an underground electrical service that encroaches upon the Town owned sewer infrastructure within a private way where a prescriptive easement or any other easements exist; the Motion passed by unanimous vote.

19 Bonnie Brier Circle Insurance Claim:

Mr. Dempsey explained that on July 6, 2019 he received a call that a grinder pump flooded and there was a blockage in line at 19 Bonnie Brier Circle.

Excavation found the sewer pipe and the check valve. A pump out of the man hole found that the pump had seized up. The pump was replaced by A&G Services of Middleboro. Excavation the check valve and gate box found it was rusty and welded shut. It was determined that when the shutoff valve was installed, it was not opened 100%, but only 10% open which resulted in the pump seizing up. The total amount of the claim is \$6,760.00. The claim has been submitted through the Town's insurance.

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New Business:

Comprehensive Wastewater Master Plan (CWMP)

Dr. Shilts wanted to acknowledge the fact that the CWMP was being researched by the Town Engineer. The Town Engineer and the position is unknown at this time. He asked staff if there is another entity or consultant that could help with completing the CWMP.

Town of Hingham Master Plan

Dr. Shilts explained the Commission needs a representative to attend the Master Plan - Core Assessment Meeting for Sustainability, Water and Energy on October 9, 2019 from 5:00pm-6:30pm. Mr. Dempsey agreed to attend.

Scheduling:

The next meeting was not determined.

The meeting adjourned at 8:31 p.m.

Respectfully submitted,
Liz Welch
DPW Office Administrator

Documents reviewed during public meeting:

- *Meeting agenda 9/10/19*
- *Draft minutes 5/7/19*
- *Weston & Sampson Letter and Draft Extension Engineering Services Contract*
- *Weston & Sampson" On Call Wastewater Contract Document Development, Bid and Award Services" Contract*
- *Town of Hull Invoice, 8/20/19*
- *Copy of pages from Intermunicipal Agreement between Towns of Hingham and Hull (Page 1 and Addendum #1 Pages 1 and 2*
- *Sewer Bill Abatements Summary*
- *"Draft" letter – Proposed Private Electrical Facility Under Beach Road, 9/10/19*
- *19 Bonnie Brier Insurance Claim – Letter from resident and copies of invoices*