

Town of Hingham



Hingham Sewer Commission Meeting Minutes

September 26, 2023

Call to Order

Mr. Frazier called the public meeting to order at 6:02 p.m.

Members Present

Clark Frazier, chair; Kirk Shilts & James Byrne

Staff Present

Randy Sylvester, DPW Superintendent; Steve Dempsey, Sewer Supervisor; Liz Welch, DPW Office Manager; Matt Cahill, DPW Assistant Superintendent; and Paul Hoye, Weston & Sampson Engineers (W&S).

Meeting Minutes

The Commission reviewed the draft minutes of August 15, 2023. There were some minor edits.

Vote: Dr. Shilts moved to approve the minutes of August 15, 2023 as amended; seconded by Mr. Byrne and VOTED (roll call):

members in favor: Frazier, Shilts & Byrne

members opposed: none

The Commission reviewed the draft minutes of September 12, 2023. There were some minor edits.

Vote: Dr. Shilts moved to approve the minutes of September 12, 2023 as amended; seconded by Mr. Byrne and VOTED (roll call):

members in favor: Frazier, Shilts & Byrne

members opposed: none

The Commission reviewed the September 12, 2023 Executive Session minutes.

Vote: Dr. Shilts moved to approve the Executive Session minutes of September 12, 2023 as drafted; seconded by Mr. Byrne and VOTED (roll call):

members in favor: Frazier, Shilts & Byrne

members opposed: none

Route 3A Force and Gravity Main Design Status and Schedule:

Mr. Hoye stated that last week they sent a proposal for their services to Mr. Sylvester.

Mr. Hoye said they started to study the existing 18" route 3A gravity sewer and have secured a MassDOT permit for borings and survey.

Mr. Sylvester said in order to use OBRA (federal) funds, sewer projects are required to go through competitive bidding. He said the 3A gravity main project has to go out to bid. He said the Town's procurement officer will post the project and

two weeks later the Commission will select a qualified contractor. He added that all work being done now comes out of the operating budget.

Dr. Shilts said 2023 Town Meeting authorization was to complete a study on the entire 3A sewer main but not fund any construction. He said the study needs to be done by December in order to go to 2024 Town Meeting and request construction funding. Mr. Hoyer stated that his goal is to have the preliminary design, design alternatives and preliminary costs by the end of year. The final design will take longer.

Dr. Shilts said we should think about taking flows that originate from Beal St., Conservatory Park and lower North/South Streets up to Hersey Street which currently go through the Broad Cove pump station and re-route these areas directly to the 3A gravity main. He said we must consider resiliency for the future and design option the 3A gravity main to potentially take these re-directed flows. He would like to have the study look at the estimated cost and preliminary design to install piping from West Street up to Rt. 3A with the intention of relieving what now goes to an overtaxed Broad Cove station.

Mr. Frazier said what is similarly relevant is the condition of the force main running up Lincoln Street to Broad Cove from the square that presently conveys the flows that Dr. Shilts referenced as well as a lot of other flow.

Sewer Department Facilities Resiliency Discussion:

Mr. Frazier discussed pump station resiliency. He said a proper resiliency study needs to encompass the whole system including Home Meadows and Broad Cove. He said 6 feet of water in the pump stations in 25 years could happen. He said we need to look at what can we do to mitigate floodwater potentials.

Mr. Hoyer said he has not heard yet back regarding the Town's resiliency grant application currently before the state Coastal Zone Management (CZM).

Infiltration & Inflow (I&I) Program Discussion:

Mr. Dempsey said that we have a priority I&I list. He said we need to reevaluate the Crow Point Area which is where we started in 2013 and add those findings to the list. The Bradley Woods area also needs to be added.

Mr. Dempsey said that a study of Weir River Sewer District needs to be done as well. The Weir River pump station is currently at 106,000 gallons/day where 45,100 g/d is its customary average flow. He said a list of buried manholes needs to be done as well.

Dr. Shilts asked Mr. Dempsey to complete a spreadsheet that defines our town's I&I program. It would include the three-year program created by W&S as well as what Mr. Dempsey believes is missing. He said it's important to have a written I&I plan that could also serve as a reference template for our town's larger Private Sewer Systems.

Capital Budget Update FY24:

Mr. Frazier would like to see the past five-years of what has been done.

Capital Budget Planning FY25:

Mr. Frazier stated that he would like to start the process earlier than December when proposed budgets need to be presented to the Advisory Committee.

Dr. Shilts would like to have a dedicated line item for emergency repairs that categorizes these events from I&I work.

Private Sewer Requirements, Sewer Connection Revisions and Connection Fees Discussion:

Dr. Shilts said we have draft regulations we are working on that address timely inspections and Private Sewer Systems standards including an I&I component. He said we could take this up in January.

Sewer Supervisor Report:

Mr. Dempsey stated that we should consider creating a policy that if a contractor damages the sewer line, they just can't repair the local damage but replace the service line to the main. He would also like to include the frames and covers as well. Mr. Sylvester said if we want them to replace the service line, it would have to be in the contract so the contractor knows it. He said some contractors dig through and replace the line.

Mr. Dempsey would like the Commission to rebid our contract for Trenchless Dig Repairs instead of extending it. He said the current contract holder is not established for emergency contact response. He said they are not adhering to best practices as they don't have all the equipment and don't respond on a timely basis. Dr. Shilts said these contracts; (1) Clean/Inspect, (2) Trenchless Repair, (3) Dig Repair and (4) Pump Station Repair were last awarded in 2019 and renew every year unless the Commission decides otherwise.

Mr. Dempsey stated that our Sewer Foreman is out on family leave for a few months. He said another position has been unfilled for a few years, so the Sewer Department is down to one employee. He would like to revisit the job requirements to get someone in. Mr. Sylvester said it's been difficult to attract employees, adding that the DPW itself is short fourteen employees.

Scheduling

The next meeting is scheduled for October 24, 2023 at 6:00 p.m.

Adjournment

Vote: Mr. Byrne moved to adjourn the meeting at 8:10 p.m.; seconded by Dr. Shilts and VOTED (roll call):

members in favor: Frazier, Shilts & Byrne

members opposed: none

Respectfully submitted,
Liz Welch
DPW/Sewer Office Manager

Documents reviewed during public meeting:

- *Meeting agenda 9/26/23*
- *Draft meeting minutes 8/15/23 & 9/12/23*
- *Draft executive Session minutes 9/12/23*
- *Capital Outlay Project Schedule FY2024-FY2028*