



PSC MEETING MINUTES OF March 2, 2022

In attendance: John Struzziery
Brian Kiely
Mike McDonough
Cathy Joaquim

Commissioners: Rick Mattila
Peter Pyclik
Andrew Grosso

Meeting called to order @ 4:07 p.m. by Rick Mattila.

Minutes of June 14, 2021

Rick pointed out that Richard Booth was not present at the June 14, 2021 PSC Meeting so he could not have seconded the sewer rate motion. It was confirmed that Peter Pyclik had seconded the motion. Rick Mattila's name was spelled incorrectly in the second to last sentence of the June 14, 2021 minutes. Peter Pyclik made a motion to accept the minutes of June 14, 2021 with the caveat that the corrections to the sewer rate motion, as well as Rick's name, would be completed. Andrew Grosso seconded the motion. All approved and the PSC Minutes from the June 14, 2021 meeting were accepted as corrected.

FY23 Budget Request

The Commissioners asked for a review of the FY21 and FY22 budget documents before going over the FY23 Budget Request. Rick and Peter had questions about some of the accounting. Cathy will investigate the spreadsheets and make any corrections, if needed. She will send the information to the commissioners when it is complete.

John reviewed the FY23 Budget Request. There is a -.3% decrease in the Budget for FY23 from FY22. This decrease is due to the reduction in debt service and personnel.

Capital Plan Update

The updated Capital Plan was reviewed. A bond will not be requested for FY23. There are two major projects that are starting now (HVAC and Control Building Upgrades) which are using the monies from the \$4.7M, \$5.6M and \$9.5M bonds. Bonds need to be spent within two years to keep a good bond rating. These projects were delayed due to the pandemic and the supply issues resulting from it. The HVAC project was bid in December 2021 and construction is set to begin soon. The Control Building Upgrades Project has its Sub-Bid and General Contractor Bid Openings in March 2022. Work on the Control Building Upgrades Project is expected to start sometime in Spring 2022.

The Sewer User Rate will stay within the 2018 Plan. There will be a 7.5% increase for FY23 and then a 4% increase for each succeeding year after that. There will also be an increase in the base fee for FY24.

Retained Earnings will be used in FY23 to pay for some of the projects needed. Regionalization would help with some of the costs of projects that will now be deferred due to lack of funds, but regionalization requires agreement between Hull, Cohasset and Scituate. Scituate and Hull want to regionalize but Cohasset does not.

Annual Town Meeting Warrant Article

A Town Meeting Warrant Article is needed to use the retained earnings in FY23. The amount that will be requested is \$1,262,662.

Annual Report

Brian is finishing up the Annual Report and will submit it next week. Peter asked if the Commission members could have copies as well. Brian will send to the Commissioners when he submits it.

Select Board Report

John told the Commissioners about the Select Board's request for presentations from each Town Department describing what they do, projects, accomplishments, etc. This is the first time this kind of a presentation has been asked for. Some of the departments in the Town have already done their presentation for the Select Board and it is up on the Town's website if the Commissioners would like to review. John and the staff are working on putting the Sewer Department's presentation together. The Sewer Department's presentation to the Select Board is scheduled for April 6, 2022.

Solicitation for Additional Members on Commission

There are two vacancies on the Commission. There was discussion on finding ways to attract people to volunteer for the commission. Social media, networking, incentives were some of the suggestions.

Inspection Fees

Brian explained to the Commission the new policies with inspection fees; both the Property Transfer Inspection Policy, as well as the Second Water Meter Seal Inspection Policy. The Sewer Department is one of the only departments in the Town who do not charge fees for inspections. Other towns were also surveyed and they charge inspection fees as well. The fee of \$50 was consistent with what other Town departments, as well as area Towns, charge for inspections. The \$50 is to recover expenses from the inspection such as mileage, supplies and personnel time.

The Property Transfer CCTV Inspection Policy has been created because private sewer lateral pipes are a substantial source of Infiltration and Inflow (I & I) and the pipes cannot be visually inspected. The seller would hire a licensed drain cleaner, who has CCTV, to inspect their pipes. If there are issues, the seller would have to update the pipes before the sale of the house. This would protect the buyer from any issues arising after they have purchased the property. There are more private sewer laterals in the Town than main sewer line pipes. Private sewer laterals contribute more to I & I than the main sewer line. Peter had many questions and was reluctant to put another responsibility and cost on the sellers than they already have. Brian mentioned that there many properties without tie cards in the Town, as well as a great amount of unknown private sewer lateral service especially in the older areas of Town like the hills. Peter understood the need to inspect the private lines and to find where they are but doesn't think the CCTV part of the policy should be universal. He believes there should be specific situations to have the CCTV policy applied to sellers. John wants to at least start some of the policy so the Town can start getting tie card data on unknown private sewer laterals. Andrew thought what Brian brought before the Commission was okay as written, but Rick and Peter, while they approve of fees for inspections and inspections with CCTV, only want the CCTV inspections

done in certain circumstances that meet specific criteria. Brian will rewrite the policy and submit to the Commission when complete. Peter made a motion to approve the \$50 Property Transfer Fee. Andrew seconded the motion. Vote was unanimous and motion passed. Peter made a motion to approve the \$50 Second Water Meter Inspection Fee. Andrew seconded. Vote was unanimous. Motion was approved. These fees are effective immediately.

Peter made a motion to adjourn the meeting. Andrew seconded the motion. The meeting was adjourned at 5:35 p.m.