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TOWN OF KINGSTON
Office of the Sewer Commission/Wastewater
Department 26 Evergreen Street
Kingston, MA 02364

Elaine A. Fiore Chair
William E. Watson, Vice Chair
Brian Donahoe

Minutes
November 7, 2023

A meeting of the Board of Sewer Commissioners was held in room 203. Members in attendance were Commissioners: Elaine Fiore, William Watson, Brian Donahoe, Superintendent Dave Walsh, Jeanne Dunn, Ben Mosher and Tom Clancy.

Ms. Fiore call the meeting to order at **4:30PM**

1. Update from Superintendent

Superintendent Walsh reported the HVAC will have actuator replaced before Thanksgiving, The system will be tested and balanced. The fire alarm performance test will be completed 11/13/12. Methuen sub-contractor is doing a walk thru and going thru the punch list. They are making great progress on the completion of the project.

He stated progress is being made at the plant and we should be able to meet substantial completion in November if there are no issues with the thirty-day testing that is under way. New lab reports are looking better and moving in the right direction. Working on capital improvements with Carl.

2. Waterworth

Motion made to move forward with Waterworth contract.

Upon a Motion made by Ms. Fiore and SECONDED by Mr. Watson, it was unanimous.

3. Staff Positions and Reclassification

Superintendent Walsh is working with Ms. Fiore on the reclassification of the Wastewater Administrative Assistant and Wastewater Treatment Plan Positions. The Questionnaire has been completed and the narrative written. There was a discussion about the position and the reasons reclassification is warranted at this time.

4. Transfer Disposal Site

Superintendent Walsh stated we need to wait until the thirty-day testing has been completed before we can request approval from the DEP to utilize the leaching fields under the transfer station. New lab reports are looking better and moving in the right direction.



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5. CDM/Contract

Tom sent a draft contract. The final will be sent over the next few days. CDM wants the bidding out asap. They are looking to have the first phase completed by 06/15/23. The contract will be a site contract. Tom stated a GC will probably bid this job and subcontract due to large dollar of contract. Brian spoke with National Heritage regarding temporary layover site. Elaine reached out to Wildlands Trust.

6. Overtime

Overtime for Jeanne was approved.

7. Eversource Net Metering Credits

Elaine will speak on this once she receives more information.

8. Sewer Rules and Regulations

Brian is working on this and will revisit in a few weeks.

9. Petition Leaching Fields

Legal counsel advised the petition is not valid.

Adjourn: Upon a MOTION made by Mr. Watson and SECONDED by Mr. Donahoe, it was unanimously VOTED to adjourn at 5:15 PM.

Jeanne Dunn
Administrative Assistant
Wastewater Department