



781-585-4058
781-831-6783 FAX

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
January 2, 2024

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.

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

1. Update from Superintendent

Superintendent Walsh reported a new pump is on order for May Ave. Erickson will in the next few weeks be putting in a new call system. Methuen is working on the few items on the punch list. Three tank operation is going great.

2. Plant Expansion

We have access to the software. Dave and Jeanne have been playing around with the data. They had a call with Ben. Septage Revenue is being added to the forecasting.

3. Leaching Fields/ Davis Properties Conservation Status Report & Fee

Brian stated fifteen contractors on site to see bid site. Time of construction 7-7 Monday-Saturday. Natural Heritage Article 97 Town only conservation. Will cost 40,000 dollars for this land. Turtle habitat sweep had zero evidence of turtles. Report draft to Heritage. They are seriously considering accepting this report. Talk of means of egress from the site. Brian will speak to Ben from CDM.

4. Staff Reclassification

Dave and Elaine made some changes regarding confined spaces and on call. The superintendent job falls at a Grade 13 Step 7. Will need to present to Wage & Personnel.

5. Commitments

Motion made for 24-21, 24-22, 24-25 by Elaine and seconded by Bill was unanimously



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6. 2023 Annual Sewer Report

Dave stated that the annual report is near completion. The department is waiting on numbers from 12/23.

7. Audit Update/ Plans/ Regulations

Brian is working on this and will discuss it at the next meeting.

Upon a MOTION made by Elaine Fiore and SECONDED by Mr. Donahoe, it was unanimously VOTED Motion approved for meeting minutes.

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

Jeanne Dunn
Administrative Assistant
Wastewater Department