

KENNEBUNK SEWER DISTRICT BOARD OF TRUSTEES
MONTHLY MEETING, AUGUST 2, 2022

The Board of Trustees of the Kennebunk Sewer District held its regular monthly meeting on Tuesday, August 2, 2022, in the conference room at 44 Water Street.

Trustees present John E. **Price** III, Chairman
 James A. **Oppert**, Vice Chairman
 Wayne A. **Brockway**, Treasurer
 Jason **Wise**, Trustee

Trustees attending via ZOOM Patrick **Wiley**, Clerk

KSD Staff present Edward **Sharood**, KSD Assistant Manager

KSD Staff attending via ZOOM Chris **Gallant**, KSD District Manager

.....
AGENDA:

Unfinished Business

New Business

1. Minutes of the July 5, 2022, Board of Trustee Meeting
 2. Biological Design Update
 3. Doanes Wharf Design Update
 4. Manager's Report
 5. Adjournment
-

The meeting was called to order by Chairman **Price** at 7:03 PM.

Chairman **Price** welcomed new Board member Jason **Wise**.

Agenda Item – Unfinished Business

There being no discussion regarding Agenda Item “Unfinished Business,” Chairman **Price** moved to the next scheduled Agenda Item.

Agenda Item – (New Business) #1: Minutes of the July 5, 2022, Board of Trustee Meeting

Dispensing with a reading of the minutes, Chairman **Price** asked the Board for comments regarding the monthly meeting minutes of July 5, 2022, contained in KSD Board of Trustee's packet of Aug 2, 2022, Attachment 2.

Vice Chairman **Oppert** submitted the following corrections:

- Page 1 of 8, Item (**Other Business**) **a:** 1st paragraph, line 1: “has been appointed” should read “has been elected.”
- Page 3 of 8, Item (**New Business**) **#3:** 2nd paragraph, line 1: “Operator Brice **Bond** Operator will be” should read “Operator Brice **Bond** will be.”
- Page 4 of 8, Item (**New Business**) **#3:** 2nd paragraph, lines 5 & 6: delete lines 5 and 6.

Treasurer **Brockway** submitted the following correction:

- Page 4 of 8, Item (**New Business**) #3: 1st paragraph, lines 4: “Removal of a grease increase in the influent wet wells” should read “An increase in grease removal from the influent wet wells.”

There being no further corrections, revisions, or additions to come before the Board regarding the monthly meeting minutes of July 5, 2022, Chairman **Price** asked for a motion.

A motion was made to approve the minutes for the July 5, 2022, Monthly Meeting as amended.

MOVED: Oppert

SECONDED: Brockway

DISCUSSION: None

MODS: As Noted

VOTE: Chairman Price, affirmative

Vice Chairman **Oppert, affirmative**

Treasurer **Brockway, affirmative**

Clerk **Wiley, affirmative**

4 in favor, 0 opposed, 1 abstained (Wise); the motion carried.

Chairman **Price** moved to the next agenda item.

Agenda Item – (New Business) #2: Biological Design Update

District Manager **Gallant** provided a summary of the biological design as detailed in KSD Board of Trustee’s packet of Aug 2, 2022, and Attachment #3 (Biological Design Update Slides). His comments included the following topics and highlights:

- Brown and Caldwell update from Mark K. **Allenwood**, Consulting Engineer.
 - On schedule for budget and design.
 - The advertisement period for bids is expected to begin in August 2023.
 - The first set of plans is expected to be available by the second week of August.
 - Additional tours will be scheduled if more equipment is identified, or questions arise.
- Brown and Caldwell tours conducted last week included the following personnel:
 - Kennebunk Sewer District
 - ✓ Chris **Gallant**, District Manager
 - ✓ Edward **Sharood**, Assistant Manager
 - ✓ Ty **Morin**, Lead Operator
 - ✓ Jeffrey **Hanscom**, Operator
 - ✓ Everett **Horrocks**, Operator
 - Brown and Caldwell
 - ✓ Mark K. **Allenwood**, Consulting Engineer
 - ✓ Colin **O’Brien**, Client Service Manager
 - Newmarket, New Hampshire facility
 - ✓ Sean **Greig**, Superintendent
 - ✓ Sam **Heffron**, Wastewater Operator
 - Dover, New Hampshire facility
 - ✓ Ray **Vermette**, Superintendent
 - Equipment Representatives
 - ✓ Michael **Loncoski**, Aqua Solutions
 - ✓ Scott **Trail**, Aerzen
- Newmarket facility tour highlights:
 - 4 stage Bardenpho
 - Lower flows than KSD
 - Submersible propeller mixers
 - Primary clarifiers
 - Sludge storage tanks (SST)

- Aerobic zone
- Deck mounted control cabinet
- Secondary clarifiers
- Atlas Copco blowers
- Manifold installation
- Pump room
- Chlorine contact tanks
- Dover facility tour highlights:
 - MLE Plant
 - 5 MGD facility
 - Invent mixers
 - Aerzen rep onsite
 - Aeration blowers
 - Invent hyperclassic mixer scale model
 - Debris conveyor and Huber grit washer for street sweeping reclamation
 - Covered tanks for odor control

There being no further remarks or comments to come before the Board regarding this agenda item, Chairman **Price** moved to the next agenda item.

Agenda Item – (New Business) #3: Doanes Wharf Design Update

Assistant Manager **Sharood** provided a summary of the Doanes Wharf design update as detailed in KSD Board of Trustee’s packet of Aug 2, 2022, and Attachment #4 (Doanes Wharf Design Documents). His comments included the following topics and highlights:

- Current pump station position
- Current property owners’ info
- Permanent easements
- Construction easements
- New pump station configuration
- Pipe replacement details
- The wet well depth is expected to be 28 feet.
- The wet well will be below the water table but it’ll have extra concrete ballast to hold it in place.

There being no further remarks or comments to come before the Board regarding this agenda item, Chairman **Price** moved to the next agenda item.

Agenda Item – (New Business) #4: Manager’s Report

District Manager **Gallant** provided a summary of selected items from the Manager’s Report as detailed in Attachment #5 (Manager’s Report for August 2022), of the August 2022, Trustee's Packet. His comments included the following topics and highlights:

FINANCIAL AND ADMINISTRATIVE

Personnel

- Assistant Manager **Sharood** successfully passed the NEWEA Lab Analyst 1 exam.

Collective Bargaining Agreement

- Staff’s union contract expires at the end of this year.
- Wage increases will be the #1 issue for negotiations.
- Trustee **Wise** volunteered to be the KSD Board of Trustees representative at all union contract negotiations

Town of Arundel

- Arundel Town Manager Keith **Trefethen** and selected staff will attend the September KSD Board of Trustees meeting

Wells Harbor Issues

- Wells Sanitary District has experienced several major line failures on their line under Wells Harbor.
- The location of KSD pipe under bodies of water was detailed as follows:
 - Dual siphons that run under the Mousam River from Brown Street to Water Street
 - A single siphon under Gooch Creek on Beach Avenue.
 - Both of these lines have been pigged and inspected in the past 3 years and are in acceptable condition.

PLANT OPERATIONS

Update From Lead Operator (Ty Morin)

- The new headworks is removing approximately 3 yards of rags and 1 yard of grit per week.
- The old headworks removed 1 yard of rags per week and 2 yards of grit quarterly.
- A new pump was installed on the CL17 chlorine analyzer.
- A SCADA computer node was installed in the pump house allowing staff to adjust pumps while in the pump house.

COLLECTION SYSTEMS

Update From Collection System Foreman (Danny Boissonneault)

- Wet well cleaning has been completed.
- Staff started jet rodding early at busy intersections to avoid traffic issues.
- Getting equipment ready for Bartlett Mills pump station project.

2020 CAPITAL IMPROVEMENT PROJECTS

Phase 1B Headworks Project Construction

- Project is 97% complete.
- Waiting on punch list items and demolition of the old headworks.
- Roof is complete.

Berm / Levee Certification

- The map changes have been completed.
- The rebate is in progress.

2021 CAPITAL IMPROVEMENT PROJECTS

Pump Station Ground Improvements

- This project has been completed.

Valve Upgrades

- Parts are arriving, work is being scheduled.

Shape Drive Sewer Replacement

- Work is expected to begin in September and take approximately two weeks to complete.

2022 CAPITAL IMPROVEMENT PROJECTS

Wells Road Force Main Rehabilitation

- This project has been completed.

Doane's Wharf Pump Station

- Update provided earlier in the Manager's Report.

Phase 2 WWTP Biological Design

- Update provided earlier in the Manager's Report.

WWTP Improvements

- The mini split for the effluent pump station is ordered and the process water filtration system is working well.

Trustee **Wise** asked if the Shape Drive sewer replacement project cost is \$143,000 or \$240,000.

District Manager **Gallant** replied that the \$240,000 estimate came from the original BREX bid, but they backed out. Nick **Curtis** out of Berwick provided the much lower bid.

- RBC Blower – completed.
- Shelving – will take place upon completion of headworks project.

Safety Improvements

- Tripod and Winch – waiting to receive the unit.

Major Tools

- This project has been completed.

Bartlett Mills Pump Station Rehabilitation

- Waiting for the concrete tops and the control panel installation.

Push Camera

- This project has been completed.

Riverlocks 1 Pump Replacement

- Project moved to 2023.
- This project has been replaced with Wells Road pump station pump replacement.

Wells Road Pump Station Pump Replacement

- Pumps have been ordered and are expected to be delivered in August.
- Staff will prioritize this project once the pumps arrive.

Truck 6 Replacement

Assistant Manager **Sharood** provided the following update for truck 6 replacement:

- The new truck is a Chevrolet Silverado 5500.
- It is scheduled to be delivered to the body manufacturer this week.
- The current crane truck will be sold at auction once the new truck is received.

There being no further business to come before the Board regarding this issue, Chairman **Price** moved to the next agenda item.

Agenda Item – (New Business) #5: Adjournment

There being no further business to come before the Board at this time Chairman **Price** asked for a motion to adjourn.

A motion was made to adjourn the meeting at 7:58 p.m.

MOVED: Oppert

SECONDED: Wise

DISCUSSION: None

MODS: None

VOTE: Chairman **Price, affirmative**
Vice Chairman **Oppert, affirmative**
Treasurer **Brockway, affirmative**
Clerk **Wiley, affirmative**
Trustee **Wise, affirmative**
5 in favor, 0 opposed; the motion carried.

Date Signed _____

Patrick Wiley, Clerk _____

KSD Board of Trustee Monthly Meeting Action Items History List

<u>Request Date</u>	<u>Action Item</u>
Date	Agenda Item #__ : Topic_____. Description_____.