



## HARVARD WATER - SEWER COMMISSION

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### MINUTES

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Wednesday, May 24, 2023

*Meeting Held Remotely Pursuant Chapter 2 of the Acts of 2023*

Cindy Russo, Chair

Kyle Hedrick

Richard Maiore

#### *Present*

Cindy Russo, Chair; Kyle Hedrick, Commissioner; Rick Maiore, Commissioner; Tim Bragan, Town Administrator; Tim Kilhart, DPW Director; Tom Mahana and Mary Danielson, Tighe & Bond. Also attending: Nick Boynton, 5 Old Littleton Road.

1. Cindy called the meeting was called to order at 10:00 a.m.
2. The Minutes of March 2, 2023 were approved without correction.
3. Update on Improvements to the Water System and Devens Connection.
  - a. Tom reported proceeded on status of preliminary contract work. They have completed survey work have base drawings back from surveyor, and have done solar probes along Depot Road. Results of probes are encouraging; there is not as much ledge as additionally anticipated. Once final base survey is complete they will proceed with layout and Con Com filing.
  - b. Mary has been working with CSX (railroad) regarding permit requirements for crossing and the geotech work that is needed to complete the plans.
  - c. They have been working on pump system plans. Tom raised the issue of "parcel ownership" but it was not discussed.
  - d. Discussion of T&B Proposal dated 5/24/23. Proposed contract budget matches the budget we received in February. Work included in this proposal will take us through completion of design, permitting and submission of final SRF application in October, and includes subcontractors. This contract includes 100% design documents, plans, specs and cost estimates. Railroad permit was in earlier contract. ENI (Environmental Notification Form) not required. DOT permit needed (re Route 2). This contract includes all other permitting. Permits will be submitted prior to October 13, but don't need to be in hand. Bidding services are SRF eligible. The scope of this contract will take us all the way through to bidding.
  - e. Mary says certified vote to send to DEP prior to June 30. Tim K will get from Lynn Kelley. DEP will have a webinar on June 1.
  - f. The plan to bid as the connection as 2 separate projects. The Water Main (utility/water

sewer contract) pursuant to Ch. 30 and the Pump Station with associated site work and utility connections pursuant to Ch 149. Use of a pre-fab building was considered and rejected.

g. SRF Process Discussion: The October submission will not include bid docs, will be stamped documents but will room for amendment. Project Approval is received about December 30, and will include outline outstanding items. Submit updates and final docs to DEP to get "permission to advertise." When choose contractor, get "approval to award." SRF requires that Notice to Proceed must be issued by June 30.

h. DEP assigns a representative to the project. T&B stays in close communication with rep from certified vote to the end of the project.

i. Tom will correct proposal to add Ch. 149 bids and get additional signature.

4. Kyle made a motion that the Commission accept the Tighe and Bond Contract as presented and authorize Tim to sign the contract. Rick seconded the motion. The motion was unanimously approved by the Commission.

5. Tim K reports that Small Water Systems from Littleton is now the system operator. He hopes to get Well 2 back on line within the next couple of weeks. RH White is now 100% complete, punch list done, final requisition not yet received. There are some small outstanding items from DEP inspection. T&B will provide stamped final plan. Installation of switches and the final plans are last items. DEP will view final installation by video and then should issue Notice to Activate.

6. Nick Boynton, 5 Old Littleton Road. He wants to renovate the barn on his property for a two bedroom apartment. This would increase the property from 5 bedrooms to 7. The original septic permit was for five bedrooms. The house is in the historic district.

Mr. Boynton does not believe that he could install a septic system to serve a 7 bedroom house. The Growth Neutrality Clause will only permit an increase in the number of bedrooms if it would benefit the town. Rick pointed out that growth increased use would benefit the system. The Commission suggested that such a benefit might possibly result from the improvement of the barn if the Historic Commission were to conclude that saving the barn would benefit the town in an historic way. Mr. Boynton will meet with the Historic Commission to discuss his proposal. Tim will also reach out to the Chair of the Historic Commission.

7. Tim B reported that there is some graffiti on sewer plant. The police chief and the operator are looking into it. He further reported that the plant is now 11 years old. It is working well and there are no compliance issues. He is talking to the operator and Dan Rupp (T&B) to evaluate status of the system, including the media.

The meeting was adjourned at 11:02.