

# Town of Farmingdale

## Amended Sewer Committee Meeting Minutes

June 18, 2015

The Farmingdale Sewer Committee met on Thursday June 18, 2015 at 6:30 p.m. at the Farmingdale Town Office.

Members Present: Ben Sanborn, Dana Parker JoAnn Choate and Jim Grant (Liaison)

Others Present: Angie Ellis, Nancy Frost and Wayne Kilgore

Ben called the meeting to order at 6:33 p.m.

- ❖ In the absence of the Chair Mike Pelletier, Ben Sanborn will chair this meeting.
- ❖ Ben welcomed a new member to the Sewer Committee JoAnn Choate.

**Discussion:** There was an email from Mike Pelletier who gave his resignation as chair of the Sewer Committee and recommended Ben Sanborn to take over as chair for the committee.

- ✚ Dana made a motion to accept the resignation of Sewer Committee Chair from Mike Pelletier.
- ✚ JoAnn 2<sup>nd</sup> the motion
- ✚ Vote 3-0-0

- ✚ Dana made a motion to elect Ben Sanborn as Chair of the Sewer Committee.
- ✚ JoAnn 2<sup>nd</sup> the motion
- ✚ Vote 3-0-0

**Discussion:** The Committee approved the 3<sup>rd</sup> installment of the Sewer Maintenance Contract for Ellis Construction.

**Conclusion Action to be taken:** This invoice will be forwarded to the Select Board for approval with a vote from the sewer committee of 4-0-0.

**Discussion:** There were questions on the invoice from Ellis Construction for work done on the meter pit. The Select Board attended the Sewer meeting to ask questions they had and Angie Ellis from Ellis Construction was present to answer any questions. Nancy asked about the hours that were on the invoice for example paying 4 hours for a flagger, 4 hours for 3 people being down in the hole. Angie explained that because of OSHA standards that the 4 hours starts before they get to the job site due to meetings that need to be held prior. Angie explained that the meetings started at 7:00am that morning and that people that need to be cross trained and then upon returning the team has to debrief and clean equipment. Ben asked if this has to be done every time Angie stated that because this is not something that Ellis Construction does on a daily basis that these meetings need to happen every time. Angie stated that this particular job represents about 10% of what Ellis Construction does and that the confined space is not something they do on a regular basis. Ben asked if Angie has to keep a check list for OSHA. Angie stated that OSHA wants to know who the entrant, attendant and entry supervisor is and that she is required to keep these records for 1 year. Angie also keeps a list of others who worked on the job for her personally but that it is not required by OSHA. Another question was why Ellis Construction uses a loader instead of a dump truck because a dump truck would cost less money than a loader. Angie explained that it is for safety reasons the loader is heavier, it is more visible it has the capacity for compressed air if we need it and it stays in the lane. The plow truck with the blade out goes into the other traffic lane which causes another hazard. The loader is much easier, safer and more efficient to use because it has a multi-purpose for Ellis Construction and the job that is required at the meter pit. Also if there is anything that comes out of the pit it is

put into the loader bucket and it is then disposed of. Nancy asked about the \$75.00 for the 3 people for confined space. Angie explained that they get paid that because everyone can do the confined space and may need to if the entrant is hurt or not feeling well. Wayne said he still had a problem with using the loader and asked how many times Ellis Construction used the loader. Angie stated that they use this piece of equipment every time. Wayne questioned why use something that is more than you need. Angie said that it is safety for everyone several occasions while observing traffic she sees people using their cell phones or trying to read a map. She stated that the person that is in that hole is her husband and she will continue to use the loader to protect the people working around that hole. Angie explained that if there is a death OSHA will be coming after Ellis construction as well as the Town of Farmingdale. JoAnn Choate asked if OSHA requires Ellis Construction to use the loader. Angie said that OSHA requires her to protect their employees and Angie feels that the loader is the best protection. JoAnn asked questions about the draft contract and Jim stated that the Draft was not ready to be finalized yet. JoAnn asked if Ellis Construction had a big turn-over of employees. Angie said no but she only has certain people who do sewer. Ben asked what the difference between 3 people at 4 hours and labor at 4 hours. Ben asked what the difference is between 3 people at 4 hours and labor at 4 hours. Angie said it is the price of 3 people at confined space rates and then labor rates for people who disinfect and put equipment away. Nancy asked who the third person is besides Chris and Angie. Angie said that it can be Bob Antognoni or Jake Snow. Nancy asked that we make sure that we have the certificates needed on file. Ben felt that this discussion was extremely helpful. Ben asked that it may be more useful that in the future the invoices can be broke down to say when you start in the shop and what is going on. JoAnn said that this would be helpful as well as having a schedule of when they will be going down in the pit. Dana said that the Sewer Committee sets the time for when the meter pit gets cleaned. JoAnn asked about the draft Maintenance Contract and where this is at? Jim said that he would send it out electronically to the committee and re-draft and make ready for the Select board approval. After the Select Board approves the contract it will be given to Ellis Construction to see if they agree to the changes in the contract. If they do not agree with the contract, this will need to be put out to bid. Ben did say that because it is so close to the renewal time that not a lot can be changed and that the committee would have to wait until next year when the contract is up. Ben mentioned concrete barriers but was not sure if it would be cost effective. Ben asked how they come up with the cost of \$125.00 an hour for the loader. Angie said this is what Ellis Construction bills the loader out at. Ben asked if the Town stated that they would only pay \$65.00 an hour regardless of what was used if this would prevent Ellis from using the loader. Angie said yes it would because they bill the loader at \$125.00 an hour and that is what they would want to use. JoAnn said that she did not want to vote to send this bill forward until she had a chance to speak with OSHA about the training that is required. Dana said that the Sewer Committee asked Ellis Construction to do this job in good faith and that he feels that we should pay for the work that they did and that he had no problems with the bill and that he also signed the invoice. Ben and Mike did not respond the email with in the 2 business days that was required so this meant this was an approval by both.

**Conclusion or Action to be taken:**

- ✚ Ben stated that this bill will be passed on to the Select Board with a recommendation of approval to be paid by a vote of 3-0-1. (*Natalie will check to see that the town holds certificates for Jake Snow for confined space and certificate for Steve Connors for flagging*).

**Discussion:** This next discussion was about identifying the problem that is causing sand to go into the meter pit. The Sewer Committee would like to try to identify this problem before flushing the lines if possible. Angie Ellis recommended that they look at the Manhole inspection report done by Ellis Construct a couple years ago because this could possibly be a problem. The committee would like to know what the cost of running a camera to find the problem. The committee decided not to move forward with the quote from Ted Berry Co. on flushing the lines until they find what the problem is. Jim suggested that the old line for Smart Eye Care has not been plugged and that could be a cause for the problems with the meter pit.

- + Dana made a motion to invite the head of Gardiner's Sanitation Department as well as someone from Dirigo to the next Sewer Committee meeting.
- + JoAnn 2<sup>nd</sup> the motion
- + Vote 3-0-0

**Conclusion Action to be taken:** Natalie was asked to invite the head of Gardiner Sanitation System and someone from Dirigo to the next Sewer Committee meeting.

**Discussion:** Currently Coffin Engineering is working in Hayford Heights on a surveying project.

**Conclusion or Action to be taken:** Ben Sanborn requested a copy of the report from Coffin Engineering when available to be sent to the FRAC Committee.

**Discussion:** The Sewer Committee reviewed a Sewer Maintenance report was submitted from the current Contractor Ellis Construction.

**Conclusion or Action to be taken:**

- + JoAnn choate made a motion to accept the report submitted by Ellis Construction
- + Dana 2<sup>nd</sup> the motion
- + Vote 3-0-0

**Discussion:** Ben explained a couple of changes in the draft Sewer Maintenance contract that was given out at the last Sewer Committee meeting on May 21, 2015. The Committee did provide a copy to Ellis Construction to review. Ellis Construction did reply back that they had no problem with any of the changes. Ben asked if there was copy of this contract and Jim thought that he had emailed it to Rose. Natalie went to check on this but did not find anything on Rose's email. Ben asked at this time if everyone was ok with accepting this draft, and allowing Ellis Construction to remain the contractor for the remaining last year of the contract. Ben stated that he was ok with implementing the changes allowing Ellis construction to renew for the third and final year of the contract. Ben asked if there were any comments on the draft Sewer Maintenance contract. JoAnn asked if this was decision for the Sewer Committee to make or that was decision for the Select Board. Ben stated that the Select Board would make the decision but that the Sewer Committee needed to make a recommendation. JoAnn asked if this current draft should be amended to include what Ben had discussed early about breaking down the invoices to say when they start a project and when the finish. Ben felt that the language in the current draft contract is broad enough to request more detail on invoices. This contract will move forward to the Select Boards after any edits that are needed. The only concern that Ben had with edits is that we had a document that we shared with Ellis Construction and Ellis Construction said yes to that document so, if we have any further edits we will need to give a copy to Ellis Construction and give them a reasonable amount of time to review so that they can make a decision if the new edits are acceptable or not.

**Conclusion or Action to be taken:** Ben stated that after reviewing the contract and making changes to send to the Select Board and have the Select Board send out to Ellis and see if Ellis is agreeable to the changes, and if there are no changes after reviewing the contract then we would recommend that the Select Board go ahead and renew the contract with Ellis Construction for the final year. Jim will send out a draft of the Sewer Maintenance contract no later than tomorrow to all members for their review and any recommended changes.

- + The above paragraph was a motion by Ben Sanborn
- + 2<sup>nd</sup> by JoAnn Choate
- + Vote 3-0-0

**Discussion:** A copy of a letter that was sent to the owner of the Hi-Hat Ben Laflin was given to the Sewer Committee. In this letter a decision was made to waive the bill from Ted Berry Co. The Select Board did make a decision to give Mr. Laflin 90 days to install a grease trap of at least the size stipulated by the Town of Farmingdale Plumbing Inspector and replace the antiquated sewer pipe on his property with a new pipe and

connect it to the Towns Sewer Lin at the edge of the right of way. Mr Laflin was given a time frame of 90 days to complete this. At this time there has been no word from Mr. Laflin as to when he will be doing this.

**Conclusion or Action to be taken:**

- ❖ Natalie brought forward the following abatements:
  - ✓ Donald & Judith Dyer – This Sewer Committee thought that Gardiner Water should pay the \$57.00 since they told the customer to run the water.
    - ✚ Ben made a motion to table this until the next sewer meeting.
    - ✚ Dana 2<sup>nd</sup> the motion
    - ✚ Vote 3-0-0
  - ✓ Richard & Carole Olum – Mr. Olum brought in a statement from Merit Pools to say the amount that Mr. Olums pools holds. This abatement will be tabled until the next meeting so that we get the readings from Gardiner. Ben wanted to know if it is in the ordinance as to how to calculate the swimming pool abatements. Ben will take a closer look at the ordinances to see if there is anything regarding the reimbursement for filling a swimming pool.
- ❖ The Sewer Committee approved a payment agreement for a resident to catch up on their sewer bill.
- ❖ Natalie gave a copy of the following items to the Sewer Committee:
  - ✓ Reminder Notices summary to show who still owes back sewer bills.
  - ✓ Exp/Rev Summary Report
  - ✓ Sewer Checking account balance

Minutes Approved:

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Date

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Ben Sanborn, chair

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Mike Pelletier

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Dana Parker

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JoAnn Choate