



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

781-585-4058
781-831-6783 FAX

Elaine A. Fiore Chair
Thomas W. Taylor, II.
William E. Watson, Vice Chair

Minutes
November 01, 2022

A meeting of the Board of Sewer Commissioners was held in Room 203. Members in attendance were Elaine Fiore, William Watson and Superintendent Robert Monaghan. Commissioner Thomas Taylor, II, was not in attendance. Town Administrator Keith Hickey and Thomas Casey of CDM Smith was in attendance via ZOOM.

Elaine Fiore called the meeting to order at 4:30 PM.

4:30 PM Appointment, CDM Smith

Mr. Casey explained the proposed CDM Smith contract amendment in the amount up to \$290,000. He mentioned due to time delays in the project, the substantial completion date is now January, 2023 with the final completion date of May 26, 2023. The \$290,000 in the amended contract, represents the project manager's time and retaining a CDM engineer onsite daily until April, 2023. This is not a lump sum contract but a pay as you go. If the project is completed before the expected dates then the \$290,000 would be reduced. The Town realized a credit of \$164,000 from Methuen Construction, for time delays, in change order #5. The credit of \$164,000 from change order #5 reduces the \$290,000 contract amendment to a net \$126,000. There is approximately \$400,000 remaining from the Project contingency total of \$800,000.

Mr. Watson stated he is comfortable with the plan and CDM's presentation. Ms. Fiore agreed stating it is beneficial to the project to keep Eric Salo (CDM Smith's onsite engineer) on site until the project is completed.

Upon a MOTION made by Elaine Fiore and SECONDED by William Watson, it was unanimously VOTED to accept the CDM Smith contract amendment up to \$290,000.

Superintendent Monaghan asked if the January substantial completion date was doable. Mr. Casey stated they will know more by next week. He mentioned if the SBR's are started up before Thanksgiving then January should be attainable. Superintendent Monaghan asked that the start up of the SBR's not be done the week of Thanksgiving because of the holiday. Mr. Casey said they would shoot for the beginning of December.

Mr. Casey mentioned the original substantial completion date was changed from December 23 to January, 2023. Methuen is concerned the Commissioners will utilize a clause in the contract that states we could begin collecting liquidated damages of \$2,000 per day for every day after December 23. It was discussed the goal is to complete the Project as required and by enforcing a date may result in corners being cut and not get a quality job. This will be addressed again if needed.



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Mr. Casey updated the Commissioners on some of the work that will be occurring going forward; Methuen has to isolate SBR tanks 1 & 2 from tanks 3 & 4, the new gravity belt thickener will be installed and the old one sent out to be refurbished and work on the locker rooms needs to be done. Mr. Casey is in the process of reviewing potential change orders. He stated he would be onsite Thursday for a meeting with Methuen Construction if any of the Commissioners would like to attend.

Ms. Fiore mentioned the Builders Risk insurance policy expires 12/31/2022. She followed up with MIIA who mentioned once the substantial completion certificate is issued, the Builders Risk insurance policy is not needed and coverage is provided by a property policy. Ms. Fiore asked Mr. Casey who issues the substantial completion certificate. He stated Methuen Construction would notify CDM Smith once full beneficial access to the plant is achieved. CDM Smith, along with Superintendent Monaghan, would determine whether or not all the equipment is working and the plant is operating fully and correctly. The substantial completion certificate would be issued once CDM Smith and Superintendent Monaghan are in agreement the plant is operating as expected.

Meeting Minutes: 10/18/2022

Upon a MOTION made by William Watson and SECONDED by Elaine Fiore, it was unanimously VOTED to accept the 10/18/2022 meeting minutes.

Commitments: #23-18, totaling \$30.80

Abatements:

114 Main Street, irrigation leak: reduce the sewer bill to \$961.40

64 Evergreen Street: reduce the sewer bill to \$951.00

7 Thomas Street: An abatement was incorrectly processed as a Commitment, the Commission signed the paperwork to rescind the incorrect Commitment and process the Abatement.



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1. Plant Upgrade

Superintendent Monaghan reported progress is moving slowly.

The Builder's Risk Insurance policy is expiring December 31, 2022. Pending discussions with MIIA, Ms. Fiore asked if the Commission wanted to extend the policy until March 2023 to prevent scrambling at the last minute if we need to extend the coverage date.

A representative from MIIA will be conducting a site visit before December 31, 2022 to review the status of the project.

Upon a MOTION made by William Watson and SECONDED by Elaine Fiore, it was unanimously VOTED to extend the Builder's Risk Policy through the end of March, 2023.

2. Davis Property

No update.

3. Laborer's position to Operator of Maintenance position

Superintendent Monaghan is recommending the current laborer, Luke Barron, be promoted to the vacant L3 Operations Technician position. The position is listed on the Selectmen's Agenda for their meeting tomorrow night.

Upon a MOTION made by Ms. Fiore and SECONDED by Mr. Watson it was unanimously VOTED to recommend the Selectmen authorize the promotion of Luke Barron to the vacant L 3 Operations Technician position.

Mr. Watson asked if the Laborer's position had been posted and Superintendent Monaghan said it was but there hasn't been any interest as of yet. Mr. Watson also asked if the Administrative Assistance's position has been posted and Superintendent Monaghan stated it has been posted.

4. Update from Superintendent

See above



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Adjourn. Upon a MOTION made by William Watson and SECONDED by Elaine Fiore, it was unanimously VOTED: To adjourn at 5:00 P.M.

Sara Deagle
Administrative Assistant
Wastewater Department