

Minutes of the February 6, 2019 Board of Water and Sewer Commissioners Meeting.

Present: Jay Spahl, Fred Bazinet, Scott Zajkowski, Tom Fournier, George Patrinos, Lori Smith. Absent: Scott Piekarczyk.

Jay called the meeting to order at 6:30 pm. Scott Z. made a motion to accept the minutes of the Jan. 2, 2019 meeting, Tom seconded. All in favor, passed unanimously. Scott Z. made a motion to accept the minutes of the Jan. 9, 2019 meeting, Tom seconded. All in favor, passed unanimously. Fred abstained from voting as he was not present at the meeting.

61 Airport Road/Dudley Hill Road Development – Legacy Landing: Bob Ruda came before the board to request a one-year extension to his approved water and sewer plans for the proposed development. Bob stated that he is in the process of obtaining approval from the Conservation Commission and then will be able to reach out to a developer. Jay asked Bob if he had ever considered installing his own pump station for this development, which he (and then the homeowners association) would be responsible for. He said that it is something to consider. As his approved water and sewer plans will expire on April 4, 2019, he would like to request a one-year extension. Scott Z. made a motion to grant a one-year extension for the Legacy Landing project on 61 Airport Road from the original date of expiration, Tom seconded. All in favor, passed unanimously. Lori will send a letter out to Bob.

Jesse Road Proposed Development: Ben Osgood of Ranger Engineering was not present tonight. George Patrinos and Mike Krajcik had both reviewed the plans and did not have any issues with it. Jay stated that he would like to table this item until the next meeting so that the board can have time to review the documents as well.

Inflow and Infiltration Study: George stated that we are now working on Phase II. At the fall town meeting we had put in an article for the funding of Phase I. We will need to put in an article this spring for the funding for Phase II once the warrant is opened. Scott Z. stated that we may want to consider including the funding for Phase III in the article as well so that we don't have to go back and ask for funding at the fall town meeting. Jay said that phase III will need to go out to bid and that could take awhile to get to that point depending on what they find needs to be done. The board decided to just put in a warrant article for Phase II for the spring town meeting. The board received a letter dated 12.28.18 from DEP confirming the conditional approval of the I & I Analysis.

2017 Sanitary Survey: George updated the board on the progress of the remaining items that need to be addressed. George provided DEP with the Percentile Maintenance Schedule for the Water Supply Tanks. He is requesting permission to clean the Bates Tank this year and then Dresser Hill tank next year. He has a verbal agreement with Andrea Lemerise of DEP and is waiting for the written approval. George also provided Andrea with the 5-year Capital Improvement Plan which she requested. George requested that the board vote to amend the Backflow and Cross Connection regulations to include a 14-day timeframe for any violations to be corrected. Scott Z. made a motion to add the following to the Control of Backflow and Cross Connection Regulation, Section 3.2.6. In Accordance with the requirements set forth by the DEP in CMR 22.22, Section 14, paragraph (e) of the Drinking Water Regulations of the Commonwealth of Massachusetts, this assembly must be put in good operating

condition within 14 days from the date of the notice of violation, Tom seconded. All in favor, passed unanimously. (Rescinded and replaced 3.6.19)

Meter Tampering Regulations: This item will be tabled as a public hearing needs to be held prior to any action being taken. Lori will post a public hearing and then schedule our next monthly meeting afterwards.

Meter Repair Notifications: George proposed a new policy for meter repair notifications as there has been a problem in getting homeowners to respond to notices and schedule a time for the necessary repairs. This new policy proposal is as follows:

1. First notice is a door tag, followed by a two-week period for response.
2. Second notice is certified mail, followed by a two-week period for response.
3. Third notice delivered by a constable stating that unless a meter repair is scheduled the Water Dept. will shut down the water service within 20 days of the receipt of this notice. The Water Dept. will mark out the water service. If the water service is shut off the Board of Health, Building Dept., and Fire Dept. will be notified.

Scott Z. made a motion to accept the meter repair notification policy as presented by the Interim Superintendent with the change on 3A from 20 business days to 14 days, Tom seconded. All in favor, passed unanimously. Jay asked Lori to post this new policy on the cable access channel.

Water and Sewer Monthly reports: George presented the Water Monthly Report: Monthly water samples passed testing, installed numerous meter radio readers, dug mains and services with the Sewer Dept.'s assistance, FG Sullivan replaced his back-up water pump at #3 with rebuilt pump. George said that this is a temporary fix. He is looking for the boards approval to put in an article for the spring town meeting for the regeneration of the well for station #3. First step would be the testing of the area around the station (approx.. 15,000); then if its approved and we have enough water to put in a well to the right side with a submersible pump which hopefully can be tied directly into the station. George said that we need to make sure that this well does not go down for good. George said that he has spoken with the Town Administrator and let him know that this is an emergency repair and there is only one company that does this type of work and who knows our system. Town Administrator said that this would not need to go out to bid because of this fact but he would need a formal letter to explain the situation. George already submitted this letter to Greg.

Update on the block grant. A support letter is in the board's packets to sign and return to CMRP. The project will go to the state for approval. George said that the project will focus on the Jericho area of town. It will likely upgrade the water line on Oxford Ave. and to expand the Pine Street to Sunnyside as much as possible and also revamp the laterals on the sewer side. George informed the board that Brian has been out sick for the last few weeks. Luke and George are taking an asbestos training course in Foxboro, and also a National Grid excavation safety course in Fitchburg which is free. George is looking a new protective masks when cutting the asbestos pipes. George stated that we are actively updating our meters with the intergraded radio readers. He is investigating the software that interacts with these meters so that we can monitor their activity right from the office. George said that he wants to transfer \$5,000.00 from each of Johns salary accounts (Water and Sewer) to pay for the 40 meters on the meter repair list and offset the overtime costs due to the well alarm calls and repairs to water mains. George said that he will be reviewing the current budget with Lori as they prepare for FY 20 budget.

George reviewed a quote that he has received from LaFluer for the SCADA alarm system. The first phase would be \$30,700.00 which covers the main station, #3 well and #6 well. To take care of the entire system it would be about \$55,000. George said that he is waiting to get this quote revamped as there is a couple of additional items that need to be added. This will be tabled to the next meeting. Scott asked that the revised quote be emailed to the board members prior to the next meeting so that they can review it.

Jay stated that the board will need to review monies available, prioritize what needs to be done and draft the articles that will need to be submitted for the spring town meeting. The board instructed George to go ahead and purchase the generators and the camera both of which we already have the funds appropriated for.

George presented the Sewer monthly report which included reading water and well meters; assisted with main breaks, started all generators, worked on meter report, met with Andrew Leow of CMRP on the block grant, rebuilt meter bases for wells, reviewed Ranger Engineering's plans for the proposed Jesse Road development, plowed and shoveled stations, and submitted annual sewer report for Annual Town Meeting.

Scott Z. made a motion to adjourn at 7:40 pm, Tom seconded, all in favor. Passed unanimously.