



TOWN OF CHARLTON
Minutes of February 11, 2019
Water/Sewer Commission

Submitted by _____

Date _____

Received by _____

Date _____

Present: Paul Gagner, Rob Lemansky, Russ Jennings, Jennifer Vaughan (arrival at 6:40pm)
Alex Mackenzie (arrival at 6:48pm) Peter Boria, Sue Guerin

I. Call to Order

Mr. Gagner called the meeting to order at 6:32pm

II. Commissioner's Public Forum

III. Consent Agenda/Warrant/Abatements Approvals as Needed

Mr. Jennings motioned to accept the minutes as printed from January 28, 2019 Seconded by Mr. Lemansky Motion passes unanimously.

Mr. Jennings motioned to approve the warrants as printed in the amount of \$39,493.71 Seconded by Mr. Lemansky. Motion passes unanimously.

IV. Scheduled Appointments

V. New Business

FY20 Budget

Mr. Boria discussed the budget of FY20 by stating that it is in the preliminary stages, pretty straight forward and level funded from FY 19. He is still waiting on finalized numbers from the Finance Dept. for salary and payroll related numbers. At past meetings there has been discussion in regard to the Superintendent vs Administrator roles. With all the construction projects that will be taking place over the next year and a half, Mr. Boria feels it is a good idea to keep the Administrator position at this time even though there is some overlap in duties. It helps with inspections as well as duties in the office.

Mr. Lemansky is requesting the exact cost of that position including benefits and suggests the commission take a real hard look before a decision is made.

Mr. Boria stated that he did review the costs involved and it is \$40.00/ hour vs an outside engineer at \$75/hour.

Mr. Lemansky commented by saying, yes an engineer may cost more but we would only pay when they are needed, vs paying for a full year. Mr. Gagner stated that he does do work inside the office, outside of inspections. Mr. Lemansky suggests taking a look at everybody's duties and see where there is overlap.

2018 Annual Report

In the agenda packet was a copy of the 2018 Annual report for the commission to approve. It pretty much covers the bigger things that have happened over the year. He asked the commission to review and asked if they had any edits or additions to let him know and he can have the updated version for the next meeting. The report is to be handed in by March 1st. **Ms. Vaughan motions to accept the annual report with the spelling correction of Mr. Mackenzie's name. Seconded by Mr. Jennings. Motion passes unanimously.**

North Main Street Pump Station

On February 3, 2019 the float system at the N. Main St. pump station failed. Although there wasn't an SSO the floats will need to be replaced. Lafleur Electric, who does a lot of our electric work at our pump stations gave us a quote (copy of quote included in agenda packet) on replacing the floats in the amount of \$2,560.00. Mr. Boria recommends approving the quote for the upgrade.

Mr. Jennings motions to accept the quote from Lafleur Electric in the amount of \$2560.00.

Seconded by Ms. Vaughan. Motion passes 4-1 with Mr. Lemansky opposed.

Vacation Request. - Mr. Boria is submitted his vacation request of March 18-20 and May 13-17. **Mr. Jennings motions to accept the vacation request. Seconded by Ms. Vaughan. Motion passes unanimously.**

VI. Old Business

IPP Program

At the last meeting it was left with a question of what authority does the W/S Dept. have to be on someone's property. A copy of TOC bylaw was included in the agenda packet. Item 165-47 allows us permission for inspection, observation, measurement, repair, maintenance, sampling, and testing without prior notification. Mr. Boria would like to send out a cover letter explaining the application to our non-residential users. With the results we will be able to classify them as industrial or commercial users, prioritize and start a sampling program.

Ms. Vaughan motioned to approve the permit application as displayed. Seconded by Mr. Jennings. Motion passes unanimously with Mr. Gagner abstaining.

Water Privilege Fee-

At the last meeting it was determined that we were not going to look back to try and re-coop water privilege fees from customers who connected more than 6 months or a year ago. Moving forward we will need to decide what type of water privilege fee will be assessed. Mr. Boria spoke with the Assessor and Tax Collector offices, because these fees are not as large as a sewer privilege fee, he feels we should not allow someone to finance over time, as well as it not being user friendly when it comes to tracking it.

As a part of the agenda packet was a breakdown of what the TOS charges in Water Connection Fees along with charges recommended by Mr. Boria for the TOC to charge (a starting point of 50% of TOS). This would allow us to put aside money for the infrastructure that the TOC owns.

Mr. Lemansky commented by saying that this would throw out (the motion) what was already passed. Mr. Boria stated that it would just go in a different direction/ replace it, and you could vote to throw it out. Mr. Boria stated that there haven't been any water privilege fees assessed. The privilege fee was based on something that does not exist anymore (water betterments) with Exxon Mobil covering the cost of the project. Mr. Lemansky requests more research be done regarding the water betterments and also feels we are short changing ourselves by allowing someone to connect to water for that rate (50% of TOS) Mr. Boria will verify what he has for information on water betterments.

Mr. Jennings feels these fees are more than reasonable.

Mr. Boria stated that this fee would be due upon issuance of the permit. It would be easy to administer and to track.

Mr. Lemansky asked about the 15% reimbursement of water connection fees from the TOS. Mr. Boria is still waiting to hear back from Ms. Blakeley.

Consecutive Water Supply.

Mr. Boria received a cost proposal from the Abrahams Group but it was over 10K and will require us to get 2 more proposals. The proposal will need to see both sides - The cost savings for the TOS (operator and electricity of the pump station, the things we would be taking over) as well as work with the TOC to calculate how much revenue, and what our rate structure would be. Mr. Gagner asked that if we were to go consecutive tomorrow, what we would need to do. Mr. Boria stated we would have to meet and clean up a few things- our programs and paperwork with the DEP. Such as our meter replacement program, clean up the TOC construction standards and bylaws to protect ourselves, change the MXU units and hire someone to operate the system.

Mr. Boria stated that the more research we do the more likely we are to making it work and will continue to move forward with it.

7A N. Sturbridge Rd.

Last year Bonnie Berthiaume came before the board for a sewer connection privilege fee which was motioned and approved. At that time the property was already sold, the paperwork had the correct address and MBL but the wrong owner. **Ms. Vaughan motioned to assess the privilege fee to Nichole Amoresano for 7A N. Sturbridge Rd. Charlton in the amount of \$16,400.00. Seconded by Mr. Jennings. Motion passes with Mr. Mackenzie and Mr. Lemansky abstaining.**

VII. Superintendent Report

At the Open Meeting Law seminar that Sue Guerin and Mr. Boria attended last week, agendas were discussed as one of the topics. The items on the Superintendent Report which were not listed in the past will now either fall under New or Old business. It is required to be descriptive and upfront with topics.

Berry Corner Rd.

Tighe and Bond held an informational meeting last week for the residents of that area. This meeting was to update them on the project, discuss what trees will be taken down as well as for them to ask any questions that they may have had.

Rte. 169 Pump Station

We are still waiting on delivery of the skid. Scada work and tank mixer upgrades have been done.

School loop –

There is a project meeting planned for February 19th. The work on Old Worcester Rd during February school vacation will not be done. They are still deciding when it will take place because it will be a complete road closure. They are trying not to close the road while school is in session.

17A Sunset - Mr. Jennings requested a follow up for the next meeting on the property located on Sunset Drive that has been lingering. In the past the homeowner has stated she is too busy to have someone come to her house to inspect the lines.

VIII. Other Business (unknown at time of posting)

IX. Next Meeting - February 25, 2019

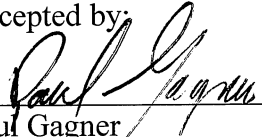
X. Mr. Lemansky motioned to go into executive session under M.G.L. c.30A, sec.21 (a) #6. To consider the purchase, exchange, lease or value of real estate, if the chair declares that the open meeting may have detrimental effect on the negotiation position of a public body. Mr. Gagner “the chair so declares”

Mr. Gagner motioned that the board will come out of Executive Committee for the sole purpose of adjournment.

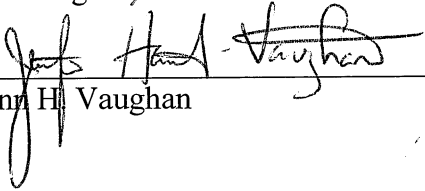
Mr. Jennings made the motion to adjourn at 8:00pm. Seconded by Mr. Mackenzie. Motion passes unanimously.

Submitted by:
Sue Guerin
Administrative Assistant

Accepted by:

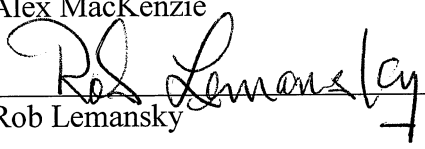


Paul Gagner

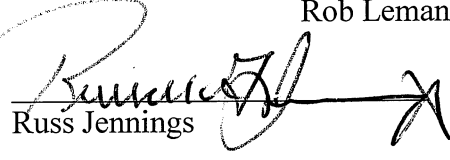


Jenn H. Vaughan

Alex MacKenzie



Rob Lemansky



Russ Jennings

Minutes of the meeting February 11, 2019 were approved and signed on 2/25/19.