



**TOWN OF CHARLTON**  
Minutes of June 3, 2019  
Water/Sewer Commission

Submitted by \_\_\_\_\_

Date \_\_\_\_\_

Received by \_\_\_\_\_

Date \_\_\_\_\_

Present: David Cantwell, Paul Gagner, Rob Lemansky, Jennifer Vaughan, Peter Boria, Sue Guerin  
Absent - Russ Jennings

**I. Call to Order**

**Mr. Lemansky called the meeting to order at 6:30pm**

**II. Commissioner's Public Forum**

**III. Consent Agenda/Warrant/Abatements Approvals as Needed**

**Ms. Vaughan motioned to approve the minutes from May 6, 2019 as printed. Seconded by Mr. Gagner. Motion passes unanimously.**

**Ms. Vaughan motioned to approve the warrants as listed in the amount of \$92,532.99. Seconded by Mr. Gagner Motion passes unanimously.**

**IV. Scheduled Appointments**

**6:40pm Zach Donahue of Veolia**

Mr. Donahue reviewed the April MOR. There were no safety accidents or incidents, monthly safety checklist was completed. The safety training this month was on Confined Spaces. On 4/23 and 4/30 the E.coli results were above our daily maximum permit limit. The facility was experiencing high flows due to heavy rains. Operations and maintenance – The weekly and monthly maintenance check list was completed. The weekly generator full load exercise was completed; Monthly facility critical alarms were tested with no issues. In April we added remote accessibility of the WWTP SCADA control panel. RBC covers are in production. The stainless steel parts for the tertiary clarifier are in production. On April 15 the plant experienced a lightning strike and damaged EQ tank #3 level sensors and plc input as well as a component of the fire alarm system. Pump Stations: All alarm tests were completed, as well as full load generator tests. MTA's were sampled on April 3<sup>rd</sup> and April 21<sup>st</sup>. On 4/22/19 grease had to be pumped out of the N. Sturbridge Rd pump station because it was interfering with the float operation. 6W pump station was pumped out as well. There were 3 grinder pump calls and 8 dig safes.

Historically during high flows the plant struggles to process the increased flow and it results in high tank levels. In April during the heavy rains and high flows, a more efficient way was discovered to pump the additional flow through the plant. The plant would greatly benefit from having at least one of the two pumps located in EQ tank 1 on a VFD and integrated in the SCADA computer system allowing the ability to turn on and off additional pumping as well as the ability to speed up or down the rate of the additional pumping. Attached was a quote for 1 VFD from North East Electric. In addition to the \$1,697.85 for the VFD there would be roughly an additional \$2,182 of expense for installation of the drive and the computer integration totaling \$3,879.85. This could prevent us from having an SSO at the treatment plant. Mr. Boria asked to consider approving the operational upgrade from the O&M Account. **Mr. Gagner motions to spend \$3,879.85, which includes the \$1,697.85 for the VFD and its related hook up costs. Seconded by Mr. Cantwell. Motion passes unanimously.**

With the fabrication of the clarifier components underway, we have been coordinating the labor needed to remove the damaged equipment and install the new stainless steel components. We have been looking for some time to find a contractor to do the work. Attached is a quote from Interstate Water and Wastewater Specialists LLC to complete all the necessary work. They are highly recommended and have a lot of experience with Comag technology and have done work at the plant in the past.

This will include removing the drive and torque tube, installing the new pin and torque tube, and recoat the clarifier. Parts were already approved we just didn't have prices to install at that time because we were trying to find contractors to come in and do the work. **Ms. Vaughan motioned to approve the \$4,400.00 for Interstate water and Waste Water. Seconded by Mr. Gagner. Motion passes unanimously**

The plant is presently controlled by a SCADA system with runs off a computer in the lab. Currently there isn't a backup. This is considered to be the brains of the treatment plant. If something were to happen to this computer which is 4 years old and, running older versions of the software, it would put the plant in a real tough spot. This would put a 2<sup>nd</sup> computer onsite (to be located in Veolia's upstairs office) that would be able to control the facility. Should anything happen, there would be no effect on the treatment process.

Attached is a quote for a new computer, the necessary software, licensing, as well as the installation and start up from Harbor Controls for a cost of \$8,200.00.

Mr. Lemansky stated that this was a big expense and asked for a current balance of our O&M and Capital accounts to be brought to the next meeting and to put this item on our next agenda.

Mr. Donahue updated the commission on after having extensive conversations with the manufacturer, it was determined that our only option for torque overload protection for the clarifier would be to replace the motor and gear drive with a systems that would has overload protection sensor. This would cost \$3,631.60.

#### **128 Glen Echo Shore Rd - Bobby with Sturdy Home Improvement**

Bobby is presently doing a project at 128 Glen Echo Shore Rd. and has been going back and forth with Mr. Boria for a while regarding a partial demo/reno building permit and the control panel. During the work, the control panel was damaged and is asking that the town to take care of the bill of \$1100. The casing is damaged and admits it could have been protected better, but didn't have knowledge of that, and was never told otherwise. Mr. Boria had pictures of the panel to show the commission.

Mr. Boria feels it should not be the responsibility of the homeowner should the panel malfunction in the future, and is trying to protect the TOC and the homeowner.

Mr. Lemansky suggested that Bobby speak with his insurance company and the homeowner. Bobby stated that he knows his guys destroyed it, but feels there should be protocol that ties into the building dept. so that when there demo work that the panel is removed by the WS dept.

Mr. Lemansky would like a note put in the file of that address - that the equipment is suspect should it fail and could possibly be from the exposure it experienced. Mr. Lemansky asked if the commission was ok with that, they were all in agreement.

#### **V. New Business**

##### **Chapter 61A Release - Gunter Estates- Boucher Rd Lot 8**

As a Part of the BOS's policy this gets sent out to all departments to ask the pros and cons and whether or not they should exercise their right of first refusal. It is a 3.4 acre parcel that is being sold for \$90,000. At this time Mr. Boria does not see it being essential to the W/S commission.

**Ms. Vaughan motioned to recommend to the Board of Selectman not to exercise their right of first refusal of Lot 8. Seconded by Mr. Gagner. Motion passes unanimously**

##### **Chapter 61A Release - King Rd. 79-C-4**

Lot 79-C-4 approx. 20.6 acres on the easterly side of King Rd that is being sold for \$80,000. It is a reduced frontage parcel. At this time Mr. Boria does not see this as a need for the W/S Commission.

**Ms. Vaughan motioned to recommend to the Board of Selectman not exercise their right of first refusal for this property. Seconded by Mr. Gagner. Motion passes unanimously.**

**Partial Release of Sewer Betterment and Privilege Fees for Overlook Property.**

The Overlook's property consists of approximately 400 acres all of which are on one deed. That one deed has betterments and privilege fees attached to it for sewer. (one as part of the phase 2 project and one for the upgrade) They are looking to sell a portion of the property near the police station on the other side of Masonic Home Rd. And also looking to sell or give 3 acres that has frontage on T Hall Rd. to a private individual to open up a business. After speaking with Deb Ceccarini (Assessors Ofc) who did some research, there is no way to do a partial release and is currently speaking with our attorney and the Overlooks attorney to do a certificate of subordination which would be an agreement for the TOC to sign. This is information to update the commission, and should the commission have questions, they should forward them to Mr. Boria and he will get them to Ms. Ceccarini. **Mr. Boria will double check to confirm that the parcels do not have access to sewer.**

**Lunch Break Waiver**

As part of the new Clerical Union Contract members are required to complete and sign a daily meal break waiver form (copy of the form was attached) This allows the employee to waive their right under the MGL that entitles them to an unpaid 30 minute meal break after 6 hours of work. In the past the Administrative Asst. has worked thru the break and has eaten at their desk for the office to remain open. The form allows the employee to consent and waive their right to the 30 minute break under certain circumstances on a daily basis. **The circumstance that we plan to reference is the need for the Administrative Assistant to remain at their desk so that the office will remain open and staff will be available to the public.** Mr. Boria wanted to bring it to the commission's attention so that they know what is taken place.

**Mr. Lemansky asked if the commission was fine with that. They all were in agreement.**

**Designate a Designee to the Local Review Committee for the Proposed LNG Terminal on Rte. 169**

The Planning Board is creating a local review committee to discuss and provide recommendations regarding the proposed LNG Terminal on Rte. 169. Attached was a copy of the planning board's letter for the commissions review. If the board is interested in serving on the committee, Mr. Boria would recommend the board vote to designate one person for a representative. Mr. Lemansky volunteered to be on the committee but suggested an alternate if he is unable to make it. Mr. Cantwell stated that he will be the alternate. **Mr. Boria asked the commission to make a motion to appoint Mr. Lemansky as the representative with Mr. Cantwell as an alternate. Mr. Cantwell "so moved" Seconded by Ms. Vaughan. Motion passes unanimously.**

**Approve quote for survey work on Phillips Property**

The town meeting approved us to purchase property from Mr. & Mrs. Phillips. The entire parcel is 35 acres, we proposed purchasing 20 acres and will have to survey the parcel, submit it to planning board and subdivide into two parcels.

Quotes have been solicited to have the Phillips property surveyed. 2 Quotes were received, one from DC Engineering in the amount of \$10,200 and the other from McClure Engineering in the amount of \$13,000. This work is part of our grant and will receive 50% reimbursement. Mr. Lemansky feels this cost belongs to the seller. Mr. Boria was under the impression that we would pay to subdivide it and stated that they (the Phillips) were not actively looking to sell the piece of property and we solicited them. **Mr. Gagner motions to approve the \$10,200 to have the surveying work done. Seconded by Ms. Vaughan. Motion passes with Mr. Lemansky against.** Mr. Boria stated that 20k was approved at the town meeting for the survey. Mr. Boria updated the commission on the title searches. Mr. Cosgrove does not do title searches and referred us to Ann Marie Hurley. She sent quotes today with the cost of \$350.00 for the Phillips property as this clean process. The Burns property will cost \$500.00 as more leg work is required. The original deed is from 1938 and may take some more time. Ms. Hurley knows to expedite the Burns property as they are hoping to close by the end of June. The grant for the Phillips' property is effective for FY20, we cannot spend these funds for the survey or any other work until after July 1 so that we get reimbursed for that.

**Mr. Boria stated if you would like to make a motion authorizing Anne Marie Hurley to do the title searches for both properties that would be great. Ms. Vaughan "so moved". Seconded by Mr. Cantwell. Motion passes unanimously.**

**Approve Quote for Tree Cutting on Burns and Phillips Property.**

The Water Master Plan grant is an annual grant which was extended another year and is due to expire June 30, 2019. There is approximately 30-35k left in the grant. What Mr. Boria would like to do is spend some of the funds to get us an access road through the Burns property to our current cart path and up to the well site so that we will no longer have to go thru ACOE property.

Quotes have been solicited and they were asked to price them per day for the tree removal. Attached were quotes from Advantage Enterprise INC and Kaszowski Brothers Contracting. Advantage Enterprises was the lowest.

**Mr. Gagner recused himself from participating in this vote as it involves Advantage Enterprises. Mr. Cantwell motions to hire Advantage Enterprises at the quotes provided. Seconded by Ms. Vaughan. Motion passes unanimously with Mr. Gagner abstaining.**

**VI. Old Business**

**VII. Other Business (unknown at time of posting)**

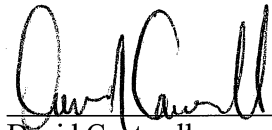
**VIII. Next Meeting - June 17, 2019**

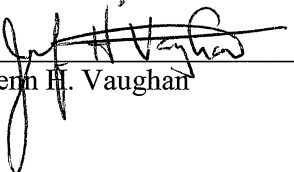
**Mr. Gagner made the motion to adjourn at 7:50pm Seconded by Ms. Vaughan. Motion passes unanimously.**

Submitted by:  
Sue Guerin  
Administrative Assistant

Accepted by:

  
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Paul Gagner

  
\_\_\_\_\_  
David Cantwell

  
\_\_\_\_\_  
Jenn H. Vaughan

\_\_\_\_\_  
Rob Lemansky

\_\_\_\_\_  
Russ Jennings

Minutes were approved and signed on 6/17/2019.