Meeting Minutes
Charlton Water and Sewer Commission
Date: June 3, 2013

Location: Selectmen's Meeting Room, Town Hall
Attendees:

Members	Present	Members	Present
Joseph Haebler	Y	Robert Lemansky	Y
Joseph Spiewak	Y	Paul Gagner	Y
Alex J. Mackenzie	Y		

Meeting was called to order by Mr. Haebler at 6:00 p.m. I want to thank the members for having their trust in me in making me Chairman; and I hope that we will all work together; and I plan to share as much information as I possibly can with you. Just to make sure we make Carol's job easier, let's make certain that we make our motions clear and concise. Since we have a long meeting tonight, let's try to keep everything pertinent to the discussion. **Mr. Spiewak: I make a motion we approve the following warrants: Verizon: $441.62; Woodard & Curran for MTA samplings: $302.93 for a total: $744.55; National Grid: $7,341.70; Osterman Propane: $487.68; Quill Corporation; $13.99; Carol A. Goodspeed: $47.46 for a total: $7,890.83; next, Bigelow Electrical Co., Inc.: quoted repairs at locations for pumps: $1,788.00; Xylem Inc.: sludge mixers: $10,470.00; total: $12,258.00; McClure Engineering: Invoice #10712 regarding S. Sturbridge Road/Route 20 intersection oversight for the period ending 4/30/13: $5,620.62; and invoice #10719 regarding services relating to the Charlton City waterline activation plan for the period ending 4/30/13 in the amount of $1,977.50 for a total of $7,598.12; Franklin Electric Co., Inc.: $2,857.40 (purchase of disconnect/check ball assemblies); one abatement warrant for 151 City Depot Road: $79,991.84 (erroneous bill due to estimate of a prior reading); seconded by Mr. Gagner.** Mr. Gagner inquired about the invoice for Xylem Inc. Steve: That's two mixers. We bought one to replace one that was broken; and the commission authorized us to purchase one for a spare. Mr. Haebler inquired about the abatement. Steve explained: We estimated the prior reading which resulted in a series of nines in the reading causing an erroneous reading; so it was not part of the commitment and the invoice was held back. The invoice wasn't mailed. A corrected invoice will be done. Mr. Lemansky inquired about the invoice from McClure for $5,620.62. I would like to hold that one. Steve: The contract at present is around $28,000. I have told Chris we need to discuss this this evening with him. There is a summary on the back page. Mr. Haebler: Does that include any previous bills—the $28,000? Steve: There are two invoices that I am holding ($14,988.75 is being held because I am talking with ExxonMobil—that was assistance for what he did for ExxonMobil; and the $5,620.62 is unpaid for a total is $28,706). Mr. Haebler: How far over is he? Steve: Roughly $23,000 over. Mr. Haebler: We have a motion and a second with an agreement that we would hold the McClure Engineering bill. **Vote: Unanimous.**

Steve gave his office report. Pressure testing Charlton City: they have to segment this as the loop did not pass. We are still not able to make pressure. Town of Southbridge has agreed to provide water through the system valve. Road work: Charlton Common south to Dresser Hill and Burlingame Road—work planned for June 26th and 27th ; leak detected and repair of a water leak done on the west side of the bridge on Brookfield Road. The repair has not been insulated yet because Charlton City is still in testing. They tried to clean out valves – there is water and silt in them. The line itself is empty of liquid from the water tank down to the intersection of Route 31 and Route 20. As of this morning, the town of Southbridge has agreed to turn on the valve at the intersection of Center Depot Road and Route 20. A 4th bill has been sent to the Masonic Home for rags in the man hole. Four billings have been sent for the effort provided by plant operations to clean the man hole four additional times.

Edits to rules & regulations for water & sewer – I did send out to everyone my take on issues that should be addressed which include Jody. This topic is in preparation for the October town meeting. These need to be reviewed and edits will need to be sent to the town once they are agreed upon. Steve presented meetings dates, times and places for the next six months. Mr. Haebler: Basically we will be meeting the first and the third Mondays. You had asked me to list a summary of the Charlton City blowoff costs. Engineering costs: about $30,000; a $400 charge per week for public water supply services; cost of the water per quarter is about $4,000; and there is a construction plan just under $130,000. The option to recoup these—pay it from the ExxonMobil account. There is a surcharge/user method which is the cost divided by the number of customers connected into the Charlton City water line; a per gallon surcharge; or a betterment charge strictly on Charlton City. The other option is a betterment added into the process we have ongoing--trying to come up with a total betterment base divided by that number. Also, the eastern end of our line has been tested to Oxbow Road and was found ok. After we go past there, the lines haven't been tested since they were built. That testing should be done. Mr. Haebler: How much ExxonMobil is available? Steve: About $323,000. Mr. Lemansky: I think the cost should be spread out through the entire system via betterments instead of overloading the people in Charlton City financially; and that we choose Option 5. Mr. Haebler: Should we wait to make a motion until we see what the costs are going to be. Mr. Lemansky: $30,000 for engineering – what will that cover? Steve: It's an estimate based on the summary sheet on the back of the warrant on hold. Mr. Haebler: How do you all feel about an option to replenish this fund? We talked about this at last meeting and we seemed to agree with Mr. Lemansky. Mr. Spiewak: I support adding it to the betterment process. Mr. Lemansky: Special legislation – the town will recover all of the monies they have put into the project. We do have an agreement with Honey Farms not signed yet that would take care of that. Steve: The latest rhetoric from Jeanne McKnight – she felt we were on solid ground to collect for those services with respect to water quality. She did say that we had the ability to recover costs that were expended. Mr. Haebler: Should we put this on hold until we know all the costs? Hopefully by next meeting.

6:25 p.m. Chris McClure from McClure Engineering. Muggett Hill pump station—work is ongoing. They are down 14" below where their final grade will be. Work should be done in a couple of weeks. We had some electrical submittals. We are waiting on those. There have been no complaints to workers as to inconvenience. Mr. Lemansky to Chris: You are satisfied with the work done so far. Chris: Yes. Mr. Haebler to Chris: S. Sturbridge Road. Chris: We have been in contact with the town administrator's office with respect to advertising. We spoke with Kara. It's our goal to put an ad into the newspapers on the 13th; and bids will be opened on June 27th at 2 p.m. here. Any and all requests through your office need to go to Kara. Technical questions should be addressed to McClure. Mr. Lemansky asked and Mr. Haebler concurred that Chris should get together with Steve regarding all of McClure's invoices. Chris: On Friday I got a phone call from Steve and there was an abutter to the Brookfield Road bridge who had called to say that there was a leak at the center of the bridge. It turned out to be the flange in the center of the bridge; so we went there and got it repaired. The fear is that if we leave this line open and they depressurize their system, the system that has been inactive would backflow into that. Mr. Lemansky: Regarding the pressure reducing valve: how does water come back up the hill with less pressure? Chris: It might not necessarily come back up the hill. Mr. Mackenzie: You are dealing with an untested pipe. Mr. Lemansky to Mr. Mackenzie: This line was fully tested, and chlorinated and tested again. Chris: The way the pipe was constructed - if I'm looking at pumping up from Charlton City, my valves are on the wrong side of the hydrants. Originally the request was to test the whole system as one big loop; and we kept some of the lines open so we could blow air off. The reason we pushed from the bottom is we are pushing air up so we can relieve the same. Mr. Mackenzie: Is there a way to by-pass the PRV valve as it is now? Chris: Yes. There is a by-pass valve.

Mr. Mackenzie: So can you forego testing? Why can't they do it individually? There should be two corporation stops in the pit. Chris: There are. I was able to reach Mike Snedeker and I asked him about whether they tested the PRV and he said no – we by-passed it. Mike doesn't work for Whitewater anymore. He is working for Connecticut Water. I will get the detail out there (10 a.m. to 2 p.m.) on Route 20 tomorrow. Chris finished at 6:51 p.m.

Mr. Haebler: Honey Farms agreement – status. We have Paul McNeil from Williamson Environmental. One of the properties not on the list is the fire station at 10 Power Station Road. Reading from the September 6, 2010 letter you say that you are listing properties that Honey Farms would like to connect. Is that the final end of the properties? Paul: It isn't a definitive list. We are in discussions with the town administrator about the potential of hooking up the fire station. Mr. Haebler: how many properties will be potentially hooked up? Paul: I think we have a list of 22. Once the water starts flowing down there, the IMA restrictions will no longer be in place. There are a number of properties that have current treatment systems on current wells. Mr. Lemansky: Testing done by homeowners or by Honey Farms? Paul: Mostly testing by Honey Farms. The Charlton City area down by the fire station had a PCB issue and a number of properties down there had systems put on. Mr. Lemansky: I thought the MTBE additive was stopped many years ago. Paul: It did. Mr. Haebler: At the last meeting, we had agreed the chair would sign the agreement. Paul, could you put this in writing for us. The meeting reviewed the agreement. Paul: The town administrator has sent a letter to Honey Farms requesting their assistance in connecting up the fire station. When do you expect to sign? Mr. Haebler: I can go down to the plant tomorrow morning. Meeting with Mr. McNeil concluded at 7:03 p.m.

Mr. Haebler: We are talking about fire suppression. Businesses would need to have fire suppression probably by code. Mr. Lemansky: If a property is being supplied public water, and there is a change of use; that property owner should notify our department that they are applying for the fire suppression so that we would have it on our field card. Mr. Haebler: People would come to us first regarding fire suppression; and then to Southbridge. We could use the application form that we have and just add fire suppression to it. Mr. Lemansky: I think the application should say potable water and fire suppression on it. We need to record changes on our field cards. Steve was asked to send out the application to the commissioners. Anything else to discuss regarding this? Steve: The life of the permit – I checked with different apartments; and it is anywhere from 6 months to 2 years. Mr. Lemansky: 6 months and then get an extension if necessary. Mr. Haebler: 6 months with a 6 month extension. Mr. Spiewak: Point of clarification. They get a permit from us; they go to Southbridge – do we know what the term of their permit is? Steve will check into this.

Steve: Old equipment: We have a vehicle and disposal of the base of the Muggett Hill pump station. Mr. Lemansky: Is there a point where we say, let's try to sell it locally or put in the paper ourselves. Mr. Haebler: I think it has to be advertised and then people bid. **Mr. Haebler: I would like to entertain a motion that we dispose of the truck and the base of the Muggett Hill pump station through the town; so moved by Mr. Mackenzie; seconded.** Mr. Haebler: Any further discussion? All in favor? **Vote: Unanimous.**

Old business: The sinkhole. Steve sent out 4 or 5 letters. The bottom line $7,422.50 is the number. We spent $13,300. Mr. Haebler: At this point, we aren't going to get any more money out of them. **Mr. Gagner: I make a motion that we accept their final offer of $7,422.50; seconded by Mr. Mackenzie.** Mr. Haebler: Any further discussion on this matter? The next time something like this

happens, we will just call the DOT and we won't get involved in it. They'll have to do it themselves. **Mr. Haebler: All in favor? Vote: Unanimous.**

Mr. Haebler: I went up to Jody's office. We have a collection of materials, some of which go back to the 1940's. We have 6 copies of some manuals. The Town Clerk sent to Carol a listing of how long you have to keep some of this material and how it relates to us. I want to go up and see what they have there; and get rid of what we can get rid of. Pertinent records doesn't mean you keep it digitally – some of the material you have to keep hard copies. He read from the list he had received. We can get rid of some of the material that's no longer pertinent and take some of the papers in the office and move them upstairs. We need to work on this. When we have bids for services, we have to keep those bids; also the treatment plant papers. Mr. Spiewak to Carol: Does the town have any archival storage town wide that's available? Carol: I think there are some file cabinets at the Town Hall for storage. I can find out. Mr. Haebler: The library is tough on space. Mr. Mackenzie: We need to find the specified place and who has access to it. Mr. Gagner: We should talk to the Historical Society. Mr. Lemansky: When we purchased the filing cabinets, the purpose was to go through those boxes and determine what was pertinent and not pertinent.

Mr. Haebler: Any other things? Do we want to discuss any further the proposal to Southbridge? Mr. Spiewak: I'm trying to arrange something for this week. I don't have an answer back from Southbridge yet.

Mr. Haebler: Anybody have anything else that you want to discuss? **Mr. Gagner: I make a motion to adjourn with our next meeting being June 17th at 6:00 p.m. at the sewer plant; seconded by Mr. Spiewak. Vote: Unanimous.**

Meeting adjourned at 7:23 p.m.

Joe Haebler	7-8-13 Date	Robert Lemansky	7/8/13 Date
Alex Mackenzie	8JUL13 Date	Paul Gagner	7/8/13 Date
Joseph Spiewak	Date		