

Meeting Minutes
Charlton Water and Sewer Commission
Date: December 2, 2013

Location: Selectmen's Meeting Room, Town Hall

Attendees:

<u>Members</u>	<u>Present</u>	<u>Members</u>	<u>Present</u>
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 6:03 p.m. **Mr. Gagner: I make a motion to approve the following warrants: National Grid: 46,933.34; Osterman Propane LLC: \$351.20; and the Town of Charlton for a case of paper: \$22.88; for a total of \$7,307.42. Next we have Kopelman & Paige for services through October 31st with respect to water project assessments for \$1,292.00; seconded by Mr. MacKenzie. Vote: Unanimous.** Mr. Haebler: We have minutes here. Carol, could you explain as you put them out. Carol explained: You had four meetings at the meeting of November 18th. I did the minutes just from those meetings. The bulk of the meeting was comprised of those meetings. I separated all of the actual meetings with those folks because they requested copies and you normally only have a set amount of days to produce them. What I did was just the minutes of the meetings that you had with people on November 18th so that you could approve them; and then they would be available if requested. If you want to wait, I will give you the full set of minutes for approval at your next meeting. **Mr. Gagner: I make a motion to take the minutes that Carol has available and postpone them until next meeting after we have had a chance to review them; seconded by Mr. Lemansky. Vote: Unanimous.**

Steve gave his office report. Water applications were received from Honey Farms. Eight properties are being connected. I sent out an email regarding the construction schedule for these. We are still receiving telephone calls relative to water betterments. Mr. Haebler: What is the nature of these calls? Steve: The expense; how they calculate betterments; a couple of people asked about deferments. I emphasized the fact that bill can be paid over 20 years; and I explained the interest situation. The water line in front of the water pump station on Route 20: Mass DOT installed the drainage within close proximity of the water line. I sent a letter to the Mass DOT requesting pressure testing. I've heard nothing back. I also sent an email to Mass DOT for an as-built of the drainage project. It has not been received as yet. I expect to receive it soon. We have had conversations with Jeanne McKnight relative to betterment questions. There have been calls relative to the Honey Farms connection. There seem to be other people in that area who have heard about the connection; they have called and I have given three people Paul McNeil's contact information. There was an email sent – language regarding the environmental bond bill. There was also an email that came late in the day from Ms. Craver relative to the availability of Senator Brewer. She's looking for an answer back tomorrow as to what you would like to do about that. Mr. Haebler: Basically what she is saying is that Senator Moore cannot be there on Friday but can be there Monday. The facilitator can be there Monday, but he wants to meet with both sides ahead of the meeting; and she gave two possible times to meet with him: Thursday at 3:30 p.m. or Friday at 9:00 a.m. Mr. Gagner: What would the location of that meeting be? Mr. Haebler: That would probably be here. I don't think the actual meeting date has been set. I believe she said that Friday was out. Monday would be at 10:00 a.m. or Tuesday at 1:00 p.m. Steve read what he received from Ms. Craver: Senator Brewer's office informed me that Senator Moore is not available on Friday but is on Monday. I believe it would be the same time, 10:00 a.m. on Monday at Bay Path to meet with Southbridge. The facilitator that DEP recommended is available on Monday. His fee is \$300 per hour, anticipating 2-4 hours, up to \$1,200.00. He would also like to meet with both sides ahead of time to get information (2 hrs for Southbridge and 2 hours for Charlton). I believe what was approved was \$3,000. She asked that we get back to her as soon as possible if we wish to proceed. A resume was attached. Mr. Gagner: Is Southbridge going to pay for part of the expense. Mr. Haebler: \$2,500 was the figure I believe. It almost seems to me she is anticipating the meeting going on for 4 hours; and how long we meet with the facilitator to go over the facts: 2 hours? Mr. Haebler to Steve: Please email her back.

Steve: Route 20 and Gillespie Road – eastbound lane – we had a report that the manhole was open and vacated at 5 a.m. Our team from the plant was there; and covered it in the dark. The piece they recovered was in three pieces. They had a used cover that they put on but this cover fell apart and ended up on the other side of route 20. A heavy steel plate was found by the Highway Department and it was placed over the area. Mass DEP met us there the next morning with cones. Repairs were completed at 1:30 p.m. and traffic was diverted until 3:30 p.m. at which time the cementing of the plate had been completed.

Steve continued his office report: Sewer treatment plant: There were three alarms caused by the duct work in the back of the plant—dust; smoke; water; vapor. When the service people came in, we had to call the building inspector and the fire inspector and arrange a meeting. The alarm has been put on “ignore” for a two week period. Mr. Spiewak joined the meeting at 6:17 p.m. Steve: With respect to the N. Sturbridge Road sewer extension plans – no further actions are necessary since the last meeting has taken place. We received a telephone call from the resident at 197 Sunset Drive advising that the sewer system was backed up and the tank was flooding onto the property. A similar situation occurred there in April of last year. Resources were found and mobilized to clear the line; and a summary report was provided to the commission. Steve reported on a letter written to the resident at 3A South Sturbridge Road, indicating that there is a lateral on the northeast side of the house for this property, as well as a lateral for 3B South Sturbridge Road (parcel i.d. 27-B-28)—this property was outlined and estimated to be a full buildout. They asked if they could speak with McClure and we gave them permission.

Mr. Haebler: We have 10 minutes before Jody arrives. We talked about the Honey Farms connections; he will talk about Sunset Drive; and more about the false alarms. The only other thing on the agenda are letters to 3A S. Sturbridge Road and the sewer extension on N. Sturbridge Road—we had meetings with the people. There have been no further actions through this department or through McClure. The only other thing we have on the agenda are letters to 3A S. Sturbridge Road and 27-B-28 Brookfield Road. Steve: I've included copies of the letters in your packages. We need to get back to those people. Steve: 3A S. Sturbridge Road: On the blueprint I originally gave them, there were no laterals showing. On page 20 of that package it shows two laterals that are on the northeast side of their house. They come up a right-of-way. There is a lateral for 3A; there is also another lateral which would go up to 2B (2" line). 3C is landlocked; it was not bettered; and there is no way to get to it. 27-B-28—the property was estimated to be a full build out project; and under the rules and guidance that the betterment committee had – they should have only looked at the road frontage which is about 600 feet on the eastern side of that border. Also they did an estimate for a four bedroom house and we had agreed that our standard would be a three bedroom standard. Mr. Haebler: The first one deals with laterals in the road. The second one deals with betterments. Mr. Lemansky: S. Sturbridge Road – emails from Steve – both laterals are in the gravel way; and the lateral that has already been installed is a 1" water line which would be appropriate for a single family home. The lateral on the other side of the gravel way is a 2" line which could easily be divided into 2-1's thus making the betterment process for three properties rather than two. When this was done, it was done with clear sight that of there being three properties there. The infrastructure is in place for the eastern line to service two homes. Steve: I spoke with Southbridge and was told that they would not allow the 2" line to service two homes. They said no. Mr. Lemansky to Mr. Haebler: They will have to dig it up and put a separate line in. Mr. Spiewak: At the last meeting, we thought we didn't have a lateral for 3A and were going to move forward and put a lateral in. Why don't we continue; put the lateral in; and then we would have these two laterals for B and C. Mr. Lemansky: Because it is part of the funding for the extension that we did there, then we would have two in the gravel way and put a new one in. Steve: The blowoff comes off the tap of the main line. The laterals come off the main at the 3 o'clock position. Mr. Lemansky: I made the motion that it would be on the west side of the fire hydrant that we do the lateral. Mr. Haebler to Mr. Lemansky: The motion by Mr. Lemansky read as follows: **I would like to make a motion that there be a modification to the engineering design of the S. Sturbridge Road 230' extension to where a lateral is provided for a property that is existing there; and that the engineer meet with the property owners to determine exactly where it is to go.** Mr. Haebler to Mr. Lemansky: Would you like to amend the motion to say specifically 3A S. Sturbridge Road? Mr. Lemansky: **I would like to amend the motion I made at the last meeting at the plant, so as to add a water lateral to the engineering for the 230' extension to be provided for the property at 3A S. Sturbridge**

Road; and that lateral to be constructed on the west side of the hydrant; Mr. Spiewak: I second the amendment. Vote: Unanimous. Steve will edit the letter. Mr. Spiewak: Do we have one or two laterals? Steve: We have 2. Mr. MacKenzie: We have a 2" to one property and a 1" to the other. Mr. Lemansky to Steve: this new plan from Tate & Howard. Can we all agree that whatever plans we got prior to Tate & Howard – that we get rid of them?

6:32 p.m. Jody St. George met with the commission and read his report for October. He reported that the Masonic Home manholes were fine when inspected recently. Mr. Lemansky: Could we ask Jody to do some research of the cost of camera equipment with 500' of line. Jody: It is a good road. If you see it in the gravity line anywhere...We jettied the whole line to the pump station. Before an investment like that is made, we really need to think about it. Mr. Lemansky: We could use that equipment for our I/I work. Mr. St. George: Push cameras. We have corrected a road of the I/I. We have had a lot of rain a couple of times. We have done grinder pump changes again. Inventory of old parts is 2. Mr. Lemansky: Who makes the call to the electrician—the person is obtained from the treatment plant office. There were three residential grinder pump calls in October, one was a clogged pump. Next 197 Sunset Drive: excavation at the street; pump station #4 battery replacement. There were 5 residential calls; old parts replaced; 197 Sunset Drive. It is the second time this house has had an issue. One side is flushing. Mr. MacKenzie: They need a check valve. Jody: It's like two miles of force main. You have 1-1/2" line to a 3" line. Mr. Lemansky: A check valve was put in at the high side of the street. To Jody: Top of the hill; you have one of these situations where the homeowner needs to let cold water run and flush. Mr. St. George: Wells are within the liability of the town. Mr. Spiewak: We have the pump. Are there bypass systems where one time a month we could flush the system? Mr. Lemansky: Do we ask him to come in winter? Jody: There is no means of flushing individual properties. The pump sits there all winter not being used. Mr. Spiewak: We should find out from the homeowner as to whether they will be there during the winter. We don't know where it's coming from. Mr. St. George: There is a ball valve at the top of the hill. The pump worked fine. It evacuated fine. Shutting it off – that's radical. Tell him to run the water; see how it works. Mr. Spiewak: Given the fact that it wasn't blocked, all the way to the source. The check valve and ball valve were clean. Mr. Spiewak: Regular flushing...when you have 60 grinder pumps there, water is moving slowly. Jody: Need to find out when he is using the place. Steve: We have to get the parties there at the same time. Jody: The floors and the humidity in the plant is a bigger issue – condensation. It has to be a solution to reduce the humidity. There is oxidation on metal parts. We need some input as to what we can do to reduce the humidity. They took the dehumidifiers and put them between the RBC's. Mr. Haebler to Jody: Have someone come in and study the problem of humidity. A copy of Jody's report for the month of October is attached.

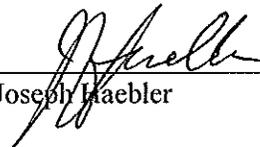
Mr. Lemansky: People come before the commission with a design build. Mr. Haebler: 1 more on the agenda. Lot 27-B-28. We need to do a letter. This is a betterment issue. Mr. Lemansky: What is the zoning on that property? Mr. Haebler: I believe it is residential. Steve: Commercial business requires 150' of frontage; 36 acres. Mr. Haebler: Modify your letter. Mr. Haebler to Steve: This letter was based on residential. When do you have to be done? Deb Cecciarini was going to check with Vadar and the collector. She did not get back to me. We are stuck at this place in time. The changes did happen at the final betterment meeting. We will start working on what we need to do to get over this hurdle. Mr. Haebler: Should we look over the figures again? Mr. Lemansky: That was what the original betterment of \$58,000 was. Mr. Haebler: Do we agree in principle that this needs to be adjusted? Mr. Spiewak: How did we calculate the rest of the properties that are CB? Are we looking at similar situations for those? Steve: The CB's was square footage, frontage back 400 feet; and they used for every 1,000 square feet they used 75 g.p.d. (vacant land which is what this is). This particular one did not go through Alan Gordon because it was originally treated as residential. Mr. Haebler to Steve: We need to go back and look at this again based on new information. Mr. Spiewak: Whatever we decide to do if we decide to act on this property, we have to make sure that we have done the same thing for every piece of property that does or does not fall into this. Mr. Haebler: You have to be consistent. Mr. Lemansky: When it comes to abatement time, will there be specifics to this property that would warrant consideration. You've got a standard. Mr. Spiewak: Given our current situation, I am not sure we can act. Mr. Haebler: I'm not sure we can unless something happens. Steve: There were questions that were asked that we don't have answers for. Mr. Spiewak: Assessors office made a comment about not being able to defer betterments on undeveloped property. I'd like to get a clarification on that under the 50% rule. I don't understand why we can't. Our special legislation allows us

to act on all of the provisions except the abatement process. Steve: Deb and I talked about that. No opinions have been tendered. Mr. Haebler: That brings us to the end of our agenda. We decided to hold off on the minutes.

7:36 p.m. Mr. Lemansky: I make a motion that we go into Executive Session under M.G.L. Chapter 30A, Section 21, number 3: to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body; and number 6: to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and to exit Executive Session for the purpose of adjourning; seconded by Mr. Gagner. Vote: Mr. Lemansky: I; Mr. Gagner: I; Mr. MacKenzie: Mr. Haebler: I; and Mr. Spiewak: I. Vote: Unanimous. We are now in Executive Session and will come out of Executive Session for the purpose of adjourning.

8:08 p.m. Mr. Gagner: I make a motion to adjourn Executive Session for the purpose of adjourning our meeting; seconded by Mr. Lemansky. Vote: Mr. Lemansky: I; Mr. Gagner: I; Mr. Haebler: I; Mr. MacKenzie: I; Mr. Spiewak: I. Mr. Gagner: I make a motion to adjourn our regular meeting with the next meeting being held on Beethoven's birthday, December 16, 2013 at the sewer plant at 6 p.m.; seconded by Mr. Lemansky. Vote: Mr. Lemansky: I; Mr. Gagner: I; Mr. MacKenzie: I; Mr. Spiewak: I; Mr. Haebler: I.

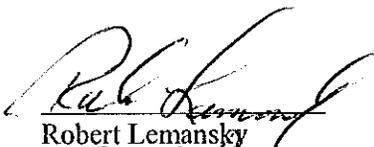
Meeting adjourned at 8:09 p.m.



Joseph Haebler

12-16-13

Date



Robert Lemansky

12/16/13

Date

Alex J. MacKenzie

Date



Paul Gagner

12/16/13

Date

Joseph Spiewak

Date

COMMITMENT & INTEGRITY
DRIVE RESULTS

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Charlton Water & Sewer Commission
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November 11, 2013

RE: October Operating Report

Commissioners,

Treatment Plant:

The plant is in full compliance and operating successfully. This is the last month before our Winter Permit becomes active thus providing us with less stringent operating parameters. We performed numerous maintenance items at the plant this month, the most pertinent ones are described as follows. The plant water pump was discovered to be leaking water onto the floor. We have a duplex pump system so we isolated the leaking pump out of service and continued operating on the one good pump. We disassembled the leaking pump to find the mechanical seal was compromised. We replaced the seal with a new one, reassembled the pump, tested it and found it to be working properly. A ballast needed to be replaced in one of our process sodium lights which is way up in the ceiling, over a narrow aisle way, and in between the upper & lower sections of the process area. This presented a real problem as there is no way to access this fixture. After some head scratching and brainstorming I was able to design a safe manner in which to accomplish this task. We purchased some framing lumber and in conjunction with our existing pipe staging were able to manufacture a safe way to perform this work. We have retained the lumber in the event that it will be needed again in the future. The UV sensor and circuit board for UV Bank #3 needed to be replaced as they both failed. New parts were ordered and installed and it is now operating correctly again.

Collection System & MTA Pump Stations:

We are still checking the Masonic Home Manhole weekly however with Winter fast approaching this task will no longer be safe to perform. We have been more than accommodating to the Home and Commission but this routine cannot continue forever. A viable solution must be discovered and implemented to prevent the onslaught of "rags" coming from this facility.



North Sturbridge Road pump station was found to have a substantial amount of grease in the wet well. We have always seen grease in this wet well which is strange, as this area of town is strictly residential. This means one of two things. First, it is possible that a business owner is preparing foods at home for sale at their retail store or second, someone is heading for a heart attack. We have always had grease issues at this station but never discovered the source. We have opened manholes in an effort to isolate the source but have found nothing. Helgerson was called in to evacuate the station of grease and this station is now clean. We will continue to monitor it and if time permits we will open manholes again to try and discover the source.

I implore the commission to begin grinder pump changes again as we have an inventory of new parts to use and the older parts are quickly waning.

Jetting is still ongoing but will most likely end next month as the weather is deteriorating quickly. We will do what we can.

Miscellaneous:

There were three Residential Grinder Pump alarm calls this month, 1 of which resulted in a clogged pump. Severe grounds maintenance at ALL pump stations are in full swing as the leaves are relentless.

Conclusion:

This concludes the monthly operating report for October 2013. I would be happy to answer any questions the commission may have regarding this report or any other concerns.

Sincerely,
Woodard & Curran
Jody St. George

EXECUTIVE SUMMARY

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