

**Meeting Minutes**  
**Charlton Water and Sewer Commission**  
**Date: July 21, 2014**

Location: 8A Worcester Road, office at the sewer treatment plant

Attendees:

<u>Members</u>	<u>Present</u>	<u>Members</u>	<u>Present</u>
Paul Gagner	Y	Robert Lemansky	Y
Joseph Spiewak	Y	Shabana S. Gagner	Y
Alex J. MacKenzie	Y		

Mr. Gagner: I'd like to call the meeting to order. All members are present except for Mr. MacKenzie. (He will arrive later.) It is July 21, 2014 and it is approximately 6:31 p.m. As usual, we will start off with the reading of the warrants and commitments. **Mr. Spiewak: I make the motion to approve the following warrants: Verizon: \$453.83; Poland Spring Direct: \$2.59; total: \$456.42; Peter D. Starkus: battery pack replaced at 45 S. Sturbridge Road: 75.00; Lefort Electric Inc.: invoice #1285: pump control changeouts at 177 Sunset Drive: \$560.00; and 187 Sunset Drive: \$560.00; total: \$1,120.00; Lefort Electric Inc.: invoice #1286: pump control changeouts at 1 Sunset Drive: \$560.00; 182 Sunset Drive: \$560.00; and 202 Sunset Drive: \$560.00; total: \$1,680.00; McClure Engineering, Inc.: invoice #11209: services for the period ending 4/30/14; contract with the commission and A. Martins & Sons Construction Inc.: \$195.00; McClure Engineering, Inc.: invoice #11289: services for the period ending 6/30/14; construction administration relating to pay application #2: S. Sturbridge Road: \$358.75; McClure Engineering, Inc.: invoice #11290: services for the period ending 6/30/14; water line as built plan verification: \$400.00; A Martin's & Son Construction Inc.: services with respect to the S. Sturbridge Road/Route 20 waterline; connection: Engineer's Project No. 054-1034-D: \$9,106.71; \$2,388.29 for a total of \$11,495.00; Certificate of Betterment or Special Assessment: Parcel i.d. #26A-A-10; 13 City Depot Road; RESCOM Services Inc.: \$8,200.00; and Commissioner payroll for July: \$400.00; seconded by Ms. Gagner. Vote: Unanimous. Mr. Spiewak: I make a motion to approve the amended minutes of July 7 as printed; seconded by Ms. Gagner. Vote: Unanimous.**

Steve presented his report. Questions about Carpenter Hill and Maple Street. We have 6 of the 8 connections that are in process. Water connections at 9 and 15 Trolley Crossing Roads--both failed the 200 psi test; 9 had leaks. They have since passed. At 15 Trolley Crossing, they replaced seals on a number of connections. I haven't heard anything more. It was suggested I go to Siemens and have them develop a scope of work. I started calling people last week. One person was supposed to call me. If I don't hear from him, I'll call him again. Jody is reviewing the data logger results. I put a call in and found out that the gentleman from William F. Lynch I was hoping to speak with was on vacation. There were five more grinder pump change outs. Humidity at the plant. Mr. Gagner: I maintain that as long as the room is warmer than the RBC's, there will not be a humidity problem. Is there anyone who sells skylights or solar panels who could verify that fact that either of those would work? Contact someone who sells skylights; or someone who could come up with an engineering design. Mr. MacKenzie arrived at 6:46 p.m. Mr. Lemansky to Steve: When is the height of the humidity? Steve: July through August.

Mr. Gagner to Steve: When I was at the meeting with Jody and the town of Southbridge, the property in contention was Carpenter Hill Road because they weren't sure where the water main could be tapped into. Steve: If you stood at the corner of Carpenter Hill Road and Route 20 at that wall, and moved 15 degrees to the left, you will see a series of gate valves; and that's where the loop starts. Our

12" line stops and the Town of Southbridge's 8" line starts. It's on the south side of Route 20 in the eastbound line. They are going into the Town of Southbridge's main. Mr. Lemansky: How far does the stub go up Carpenter Hill Road? Steve: Twenty feet. This is a busy corner. I have sent some pictures to R.H. White.

Mr. Lemansky: Jody's comments on the data collectors: The basic point Jody is making is that just when we see a number, one pump runs 12 hours and the other pump runs 4 hours; what we don't know is the age of the pumps and the condition of the cutters. I talked to Jody and suggested we make this part of our capital campaign. He indicated that when they work on a pump, they change out parts if necessary--and do something with the other one so it will operate at its maximum. The pumps alternate. Mr. MacKenzie: You have to look at the wear rings on the volutes which play a big part. If you get one that plugs up or is cavitating, it can upset the balance of numbers.

6:55 p.m. Jody St. George read his report for the month of June. The plant is 100% compliant with our NPDES permit. Mr. Lemansky: How much polymer do you use in a day? We may use 200 gallons of polymer a day. Jody reported on the collection system at the MTA. Mr. Lemansky: The MTA – should we be considering grills to stop clothing and other equipment from getting into the system? Jody: What do you do when the grill clogs? Do we do things to protect our equipment? Do you back charge customers? We own the collection system. Mr. MacKenzie: You are creating a clog situation if you try to put a screen in a pipe. Mr. Lemansky: We had the buildup of paper towels. You could put the cost back on the homeowner. Jody: The newer grinder pumps will grind up rope and bricks. Mr. Lemansky: Maybe we should send out letters. Jody: Once you start grinding up organic material, it would process as moosh. It could increase the BOD loadings. You can put a grinder pump in a wet well. Mr. MacKenzie: We contract it out. It's cheaper for them to get rid of it than us. Jody: Hycor has ¼" screen – not much gets through there. Mr. MacKenzie: Parameters are changing. Wipes and swiffers are a problem unless you have a dedicated line. Jody: Remember when we found the pharmaceuticals at the Masonic Home? We talked to George at the Masonic Home and asked what is done with prescription drugs and was told they flush them. We asked him to hold them for a month. They agreed to treat them and dispose of them as solid waste. Mr. MacKenzie: The other caveat to having somebody else do your wet wells is that they become the generator. Jody: I put that on the \$30,000 R&M budget. Mr. Lemansky to the Chair: I'm suggesting that we have our administrator mark that down as a hot item and we begin to possibly prepare some strong letters. Jody: 6W is hard to do – it is six stories. My operators check general runtimes of pumps every day; determine if the generator ran overnight; and shut pumps off and turn them on again. The MTA stations are checked daily. Other stations are checked once a week and that is per the EPA regulations. Mr. Lemansky: We need to have our administrator work closely with Jody as far as changing laws. As far as getting reimbursed, we may have had an agreement that was viable 15 years ago, but when the laws of accountability and liability increase, it is hard to say that the monetary levels should stay the same when in fact the EPA laws have changed. Mr. MacKenzie: We need a benchmark. Jody: The pump level rises when the lag pump starts; then the pump goes on again and pumps. Mr. MacKenzie: Depends on the design of the station. Jody: Tests can be run on the drawdown efficiency. Some pumps alternate. If a pump has no flow, than the next pump comes on. The last three days of March we had 4" of rain. The other thing – a caustic line broke spilling polymer on the floor in the treatment plant. The graphs are a little hard to interpret. Mr. McClure: The data is the data. There are a lot of graph points to look at the hours. I'm having you look to see whether you find any discrepancies. Jody: I want to see hour-by-hour information on the graphs of the data loggers and average runtimes. Mr. MacKenzie: You need a calculated time to have some benchmark, a year or six months before you do anything with them. Mr. St. George continued

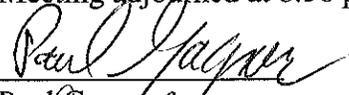
with his monthly report. We have pumps made by different manufacturers. Mr. Lemansky to Jody: Should we be striving to do what you just did a week or two ago down on Burlingame Road – when you do one pump, you do the other pump so they are both even? Jody: There are tests that can be run to check the efficiency of a pump. When I look at the graphs, I make notes and comparisons. What happens in this quarter, what happened was the last three days of March, we recorded 4” of rain. It shows that on quarter 1; quarter 2 starts the beginning of May and May 1 there was no rain; but I have three days of extended runtimes. Mr. McClure: It should start the first of April. Jody continued his report as to runtimes at the pump stations. Mr. Spiewak: We should do something on N. Sturbridge Road given the report showed a 400% increase in runtime. Jody: I don't think the pumps are worn at that pump station. It's not just the pump stations. It's the grand scheme of everything. Mr. McClure: The best thing to do is put your gravities into your force main and then you push them out; otherwise you are going to be going into these sonar things. Jody: It may be worth looking into renting some economically priced sonar equipment and move it around. It bears looking into prices. Mr. Lemansky: Are we still carrying a line item for I/I? Steve: Yes. We have used some of those funds. A copy of Mr. St. George's report for June is attached hereto.

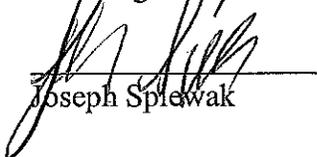
8:08 p.m. Mr. Spiewak: We got 6 months of data at one time and I thought we were going to get it quarterly. Chris: The data loggers were put in on October 19, 2012, longer than a year's time. I have a long list of data. You will see the data logger results within two weeks of the end of each quarter. You are making moves every year to reduce I/I. I will see what I have for data logger reports. Steve has a copy of the operation and maintenance manual for all of the data loggers. Chris: It is written by engineers. My brother calls me an imagineer. We're used to working with software manipulated data. Mr. Lemansky: How do we add an electric mechanism on to these battery operated data loggers? Chris: The reason we got these were because they are remote data loggers. They work on a Sony battery with a remote. We may have to check the batteries on a month to month basis. We only go out at the end of a quarter. We bought a big pack of not so many batteries so they didn't last; cost of \$4.50 per battery if we order from Onset; and there's a place in China that sells batteries. They are like watch batteries. Mr. Lemansky: I would like Chris to stay if we are going into Executive Session, I'd like to get some information from Chris on the meetings that we were going to have. Mr. Gagner: If there's nothing else. **Mr. Lemansky: I would like to make a motion to that we continue the moratorium as written for another two years; 10,000 gallons; seconded by Mr. Spiewak. Vote: Unanimous.**

8:17 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**

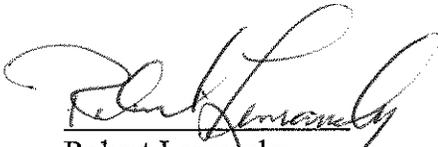
adjourning; seconded by Mr. MacKenzie. Roll call vote: Mr. MacKenzie: I; Mr. Spiewak: I; Mr. Lemansky: I; Ms. Gagner: I; and the Chair votes I.

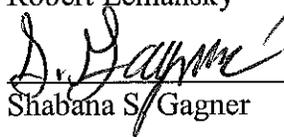
Meeting adjourned at 8:58 p.m.

  
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Paul Gagner  
Date 8/4/14

  
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Joseph Spiewak  
Date 8/4/14

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Alex J. MacKenzie  
Date

  
\_\_\_\_\_  
Robert Lemansky  
Date 8/4/2014

  
\_\_\_\_\_  
Shabana S. Gagner  
Date 8/4/14

COMMITMENT & INTEGRITY  
DRIVE RESULTS

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Charlton Water & Sewer Commission  
37 Main Street  
Charlton, Massachusetts 01507

July 9, 2014

RE: June Operating Report

Commissioners,

**Treatment Plant:**

Once again I am very pleased to report that we are 100% compliant with our NPDES permit. We have worked very hard this month and have faced a number of challenges, any of which may have resulted in violations had it not been for the diligence of the operators. We pride ourselves on immediate action when a problem or situation occurs and only this keeps Charlton compliant.

We had issues with the CoMag process as we could not keep floc in the C tank but instead it was in the clarifier. This probably means little or nothing to you however this was a disaster that would quickly lead to violations if left undiagnosed and unrepaired. We searched for a couple of days trying to figure out what or where the problem was until eventually we discovered that the polymer line had clogged due to a gummed up check valve and was not dosing nearly enough, if at all. We removed the check valve and discovered that, per the manufacturer's specifications, there should not be one there to begin with. Apparently this was installed by the contractors when construction was ongoing (unknown to the operators). Once removed we had the correct polymer flow and the CoMag process quickly returned to normal. We also came into the plant one morning to find a large amount of water on the floor by the Chemical room. We quickly discovered that one of the duplex plant water pumps had blown its mechanical seal sometime during the night and was constantly leaking water onto the floor. We quickly isolated the leaking pump and ordered a new seal which we installed once it arrived. Luckily we were able to get by on only the one pump for that short time period. The grit blower in the headworks building also failed this month and needed to be changed. This blower is important to keep the grit out of our process and specifically our pumps. We were able to change it almost immediately because we had a spare on the shelf. Once again the importance of a spare parts inventory has proven its worth.



We noticed that when sludge was being pumped out of our sludge holding tanks (SHT) it seemed to take the hauler longer and longer to accomplish this task. We began investigating the plumbing that is used for withdrawal purposes and discovered that SHT # 3 & # 4 had very loose 90 degree Victaulic couplings where the hauler attaches his suction hose. Upon further investigation we discovered that the actual coupling halves were butted tightly together so no adjustment could be made. We disassembled each standpipe to find the gaskets were basically brand new but when assembled were still loose. We ground approximately one eighth of an inch off of each coupling half to let the coupling halves move a little closer together and reinstalled them. The 90 degree elbows were now tight with no movement. The next sludge load that went out went considerably faster thus proving that air must have compromised the suction from the loose connections making it harder and longer to empty the SHT's.

### **Collection System & MTA Pump Stations:**

The Masonic Home Manhole is still being monitored for debris and the results are being delivered to the Administrator. The MTA stations are basically grease free however they are due to be pumped out to alleviate the large amount of solids that are accumulating on the bottom. These pumps are not grinder pumps and are configured in a flooded suction, dry well application with suction plumbing going through the wall and into the wet well on the other side. Once the solids begin to accumulate too much they will, and have led to clogged pumps at the MTA pump stations.

Pump Station #7, A.K.A Burlingame road pump station, had both of its pumps rebuilt this month. This was submitted and approved as a Capital expenditure by the Commissioners and has been completed without any issues. These are the biggest pumps in the collection system (60 HP weighing 2100 pounds each). A contractor was called in as they are too heavy for us to handle and repairs were done on site in one day. The station is once again operating correctly. The wear on one of these pumps was very close to being over design allowances however we caught this in time to save the pump.

### **Miscellaneous:**

We had eight Residential Grinder Pump alarm calls this month 2 of which resulted in clogged pumps.

There were also three grinder pump conversions to the new system this month. I am pleased to see this occurring again and suggest that this trend not only continue but also increase to as many as possible before winter hits again.



**Conclusion:**

This concludes the monthly operating report for June 2014. 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

A handwritten signature in black ink, appearing to read "Jody St. George", is written over the typed name.