

Meeting Minutes
Charlton Water and Sewer Commission
Date: October 20, 2014

Location: 8A Worcester Road

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 welcome you to another exciting meeting of the Water & Sewer Commission. Today is Monday, October 20, 2014; it is 6:35 p.m.; and we are at the sewer treatment plant office. We have a full board

Mr. Spiewak: I make a motion we approve the following warrants: Verizon: \$451.37; Woodard & Curran: MTA samplings for period ending 9/26/14: \$753.50; total: \$1,204.87; National Grid: \$6,452.37; Ricoh, USA: \$282.60; total: \$6,734.97; Bigelow Electrical Co., Inc.: ¼ HP motor: \$469.50; McClure Engineering, Inc.: invoice #11412: services for the period ending 9/30/14; process substantial completion and close out Mass DOT permit regarding S. Sturbridge Road: \$312.50; and #11417: services rendered for the period ending 9/30/14 regarding the water system expansion; and meeting with the towns of Charlton and Southbridge: \$108.25; total: \$420.75; commitment warrant for MTA SE: \$31,784.25; 6W: \$22,601.20; total: \$54,385.45; seconded by Ms. Gagner. Discussion: Mr. Lemansky to Steve: Is that a standard monthly fee for the copier. Carol indicated that the payment was for two months. Vote: Unanimous.

Steve gave the administrator's report. Release of work for the completion of S. Sturbridge Road. I have a document here requiring your approval and signature. Mr. Gagner: What is left to do? It seems there was a lack of grass which held things up. Steve: The contractor and the engineer need to sign the contract. Once it is signed, McClure will develop a letter with recommendations. I have accrued some \$9,100 to finish paying this bill. That was the retainage we withheld. Mr. Lemansky: Is the grass up? Steve: Yes. Mr. MacKenzie: You didn't want to go over budget with a color printer and the copier. **Mr. Lemansky: I make a motion for our Chairman to sign on behalf of the Water & Sewer Commission relative to the completion of the S. Sturbridge water line; seconded by Mr. MacKenzie.** Discussion: Mr. Gagner: I have to think about that. I won't be available next Friday for payroll. Steve: There are two things to sign: one is payroll which is done Friday morning or as early as Monday night. The other is this documentation for S. Sturbridge Road. Whoever might sign for payroll could sign the contract. **Mr. Lemansky: I will alter my motion to say that 'either the chairman and/or the vice chairman may sign on behalf of the commission'.** Mr. MacKenzie: I will second that. Mr. Gagner: All in favor? **Vote: Unanimous.**

Steve: 232 Stafford Street a/k/a St. Mary's Way. Originally there was an 8" line going through. They talked to Southbridge. They are talking about running four laterals, and they are asking for your thoughts. Mr. Lemansky: It's not what we want to do. I can't see them placing four 1-1/2" copper lines in a street and 5 feet apart. They need to come up with something different than that. They need to sit down with the owner. Mr. Gagner: I thought Southbridge said they would support it. Steve: You guys need to say yes or no because they won't look any further if you are going to say no. Mr. Lemansky: It has to be all copper. Steve: Yes. **Mr. Lemansky: I make a motion that we do not accept 4 laterals going up the street; seconded by Mr. MacKenzie.** Discussion: Mr. MacKenzie. We put an 8" easement through from that other main. Why can't we stub a main with a hydrant at the end of that and

do it like a normal layout? Something more reasonable. Mr. Gagner: All those in favor of not going with the 4 laterals up on the road please say "I". **Vote: Unanimous.**

Next: Steve: I have followed up on the humidity issues at the plant. I talked with a gentleman who was in, and he indicated that he would get back to me. Wednesday we have another gentleman coming in. I have pictures of the plant regarding the humidity problem. Mr. Gagner: Did you have any follow-up from Advanced Energy? Steve: I did talk to him and he said he would get back to me the end of the week. 6:52 p.m. Jody St. George and Frank Cavaleri arrived.

Steve continued with his office report. Regarding the MTA stations, upon inspection of the two pumps there, we found bottles, bricks and stones. At 6W, we pointed out to them that it looked like some bricks were missing. Signs are posted at both sites. Next, we've had more clog issues at the Masonic Home. Regarding 83 Sunset Drive, we have an engineer's estimate to prepare an easement with meets and bounds. The cost would be \$2,000.00. Mr. Lemansky: Have we made a decision as to how we are going to handle 83 Sunset Drive? Mr. MacKenzie: We decided an easement needed to be drawn up. Mr. Lemansky: Who is going to put the pieces together? Steve: I'll do whatever you wish. Mr. Lemansky to Steve: Put it together to make sense. To Steve: Do you want to do this or do you want us to do it. Mr. Lemansky: Put it together to make sense. We already have an as built for that with dimensions. I think the southern property line that runs west to east is defined by metes and bounds. Steve: The metes and bounds aren't correct on the as built we have, so we will need to go out to the property. We found the connection. Jody was right over it with the metal detector. Mr. Lemansky: Spending \$2,000.00 for that description seems more than we want to consider. You don't need an engineer. You need a surveyor. Mr. MacKenzie: Mr. Chair, are you sure you don't need a P.E. stamp on this. Mr. Lemansky: We are talking about the description for the easement.

Meeting of the commission with Frank Cavaleri of Woodard & Curran and Jody. Mr. Lemansky to Jody: We are talking about 83 Sunset Drive—the sewer line that's off the property. Discussion: Jody: If you had to, you could remove the pump and with a very small snake or a very small microjetter with a locator, you could look into it. There was a quote of \$2,000. Mr. Lemansky: That's too much. We should get a couple more quotes.

Steve continued: Both of us in the office have spent a fair amount of time looking for language that defines developments on sewer lines. I haven't found any language that either supports or denies developments along sewer lines. The commission recently approved a sewer line up Carpenter Hill. The process they used to develop that – I suggest we look at it; make a template out of it; and add it to our rules and regulations; i.e., Lilly Lane. We looked at capacity; had a sampling done. We did a hydraulic study at the plant; looked at the incoming water; looked at their holding tank, and the impact on the pipes. Where do the responsibilities of the treatment plant begin and end? These all came out with respect to sewer regulations. I have found nothing that supports subdivisions or doesn't support subdivisions. Mr. Lemansky: Have you found any material relative to the public meetings that SEA held? Steve: No. I haven't stopped looking. Mr. Lemansky: I was there. There were pages of material and it was specific. The purpose of the installation of sewerage in our town--it was remedial as to those properties that abutted the sewer line. If you go back to the minutes regarding the Karl Storz extension, there was mention in there that their septic system was in jeopardy; and that was the defining issue. On the basis of trying to work with people who already had existing structures; and to where we could work with them – the Water & Sewer Commission had allowed extensions in the past. I'm not anti-development but there has to be some consideration when things get back going again as to the frontage of our sewer lines. It will be difficult to say no to people.

Mr. Spiewak: I am concerned about people who have paid betterments and at some point in the future we exhaust our capacity. It has been a decade since the sewer went through and betterments were assessed. As a commission, we need to think about the current ratepayers who are paying extra because we aren't running close to capacity and we don't have enough usage here. As a commission, at this point we need to start looking at ways to fill up the capacity. At some point it will be. Mr. Gagner: When people are looking for capacity, we might want to come up with an estimate of how many people would choose to sign up so we could determine what we needed to hold in reserve. Mr. Lemansky to Steve: Did you find the Weston & Sampson study? The purpose of the moratorium—if the majority of the people who abutted the line signed up, there would be no space. Mr. Lemansky: It's economy to scale. Run the plant as a tighter budget to where we could reduce our rates. If you open the door that wide then it won't be long before we have to shut it. Unless you drain Glen Echo to increase the flow in the brook, we don't have the flow to increase the size of our plant. Mr. MacKenzie: The plant is designed to run at a certain level; and not running at that level will cost us more in the end to our customers. Better to run close to capacity. Jody: It's true. If you get up to capacity with all residential sewers, you can forget about industry coming into this town and increasing your tax base; because there's no available sewer. You want to help the people of Charlton. Mr. Lemansky to Jody: How long have you been here? Jody: 16-1/2 years.

Steve continued with his office report. I'm looking for support to take care of this CoMag drum which has failed. The guestimate to repair it and put it back in is about \$22,000. We don't have a photo of it because it is proprietary. Jody: It's worth \$85,000 for 36" drum; \$50,000 for a 15" drum. CoMag – Matt—would he say how long do these last in service? Frank: These came around 50-60 years ago. Maynard just went through this. Their drum failed after a year. Jody: I got a quote from a rigger to remove and put it back. \$4,000 each way and he assumes all liability. We have to ship it to New Hampshire. Jody got a quote at \$300 higher. Mr. MacKenzie: Didn't we go off the CoMag in the winter months. Jody: We had metal hits. Then we went back on CoMag. It helps in reduction. Our phosphorus in summer is .1; in winter it is 1.

Mr. Lemansky: I make a motion that we spend up to \$8,500 for the rigging and the packing of the CoMag to be sent to New Hampshire; seconded by Mr. Spiewak. Vote: Unanimous. We want to see cameraed lines before and after blasting. I've talked to the Fire Department. We need some rules and regulations in order to allow this. No word back yet. Steve has invited people here. **Mr. Lemansky: I make a motion that we have a blasting policy. Any blasting within 500' of a sewer line will require that a pre-camera and post camera inspection be done up the line with the exception--if in fact the Water & Sewer Commission chooses to do an exception; seconded by Mr. Spiewak.** Discussion: Mr. Gagner: Do you want to stipulate any distance? Mr. Lemansky: I believe that the blasting people already have a really good idea. I'm not an expert. Jody: We could have a pre-blast survey done. Mr. MacKenzie: When they did a lot of our lines – they missed a lot of the profiling when they were down 20 or 30 feet. I don't know if this is one of our construction standards. **Vote: Unanimous.**

7:33 p.m. Frank Cavaleri and Jody St. George met with the commission. Jody read his report. Mr. Lemansky: I'm looking for people who will come in with equipment. Mr. Gagner brought someone in from Advanced Energy. He was quite knowledgeable. Steve got a telephone call from the gentleman today. He apologized for not getting back and said he would get back to Steve by the end of the week. Steve: We have two people coming in who can address the issue. We appropriated \$150,000 in this budget. Mr. Lemansky: We're looking for experienced people to come in and make recommendations to us. There is an experienced person coming in from Desert Air on Wednesday to review and come up

with a solution to fix this. One of the major problems is the interior location of these things is so cumbersome that they just can't be replaced. They have to go on the roof or outside on the ground. This plant was originally designed and the person who designed it put these things in the air and then did a re-design. They continually do things that make no sense in the workplace. I don't think an engineer's report is going to help us. Mr. Cavaleri: It is my responsibility for that room and the personnel in it. We have to do tests on mold. The sooner the better. Jody advised that noticeable mold is being cleaned off with bleach. Mr. Cavaleri: We need the mold issue fixed and we'll be happy to address any options. Initial construction and then the remediation. Mr. MacKenzie: Has anyone done a flow study? Mr. Gagner: We relied on Tighe & Bond. Jody: We run the exhaust fans when needed.

Mr. Spiewak: I would suggest that we respond to Frank's letter after the next meeting with the action plan that we are going to take to resolve the problem; seconded by Mr. Lemansky with the addition of "action/update". Mr. Gagner: Hopefully we can respond to Frank within this two week period. **Vote: Unanimous.** **Mr. MacKenzie: I make a motion that if we don't get something done before the next meeting that we reach out to Woodard & Curran or SEA to help us find a solution to this; seconded by Mr. Lemansky. Vote: Unanimous.**

Mr. Cavaleri: It is October and the contract ends the end of December. The original contract was for three years. Steve: We talked about it in May or June but did not vote to extend the contract. Mr. Gagner: Anyone want to take a vote to extend the contract? Extending it 18 months? Mr. Cavaleri: There is an automatic escalation clause. The increase in July was 1.7%. Mr. Lemansky to Mr. Cavaleri: What index are you using? Mr. Cavaleri: Boston Chemical. Mr. Gagner: To the end of December. Meeting with Jody and Frank ended at 8:06 p.m. Steve continued with his office report.

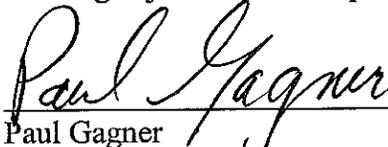
Mr. Gagner: Everything else on our agenda has been covered. Steve advised that the old meter reader had issues because the software is outdated. Sensus personnel was able to do a copy and paste so that we could get all the readings into Vadar. The software we are using is 5 years old and hasn't been updated. If we had maintained the contract with them, we would have gotten an update each year. Mr. Lemansky: Do we have a mechanical problem with the gun or do we have a digital problem i.e. being the software? Steve: Right now we have both. Steve explained. We have been able to get readings on most properties. There are a few properties that will need to have estimates done. We are waiting on readings from Southbridge. Mr. Lemansky: This is all tied in with the Vadar system or is it totally independent. Steve: It is part of the Vadar system, but it is the software that is in the meter reader. Carol: I was told that the software in the meter reader was never updated--that you had decided not to spend the money at the time. This problem may happen again. Mr. Lemansky to Mr. Spiewak: How does an item that was manufactured and put in place six years ago -- what does new software got to do with it? Mr. Spiewak: Nothing. You could have a situation where new software in most challenges can correct a problem. Mr. Lemansky: This is a Prescott issue. This gun has read four times a year for seven years. Steve: From personal experience having dealt with Allen-Bradley and Siemens software and hardware, we got locked in contracts at a cost of \$35,000. We had to buy the software every year. At the end of the first three years, we had to purchase hardware to be compatible with software. Mr. MacKenzie: It could be a software. Carol: When we tried to bring them in, I had to call Sensus -- all that was light up on that screen --the entire screen -- error reading. Mike Burdin from Sensus was able to get the readings into Vadar by copying that file. Mr. MacKenzie: Some people have had issues with IPerl meters.

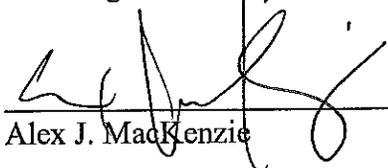
Mr. Lemansky to Steve: Did you get a copy of the proposal from Abraham. He did the betterments. Part of our negotiations for the extended water will include a fund for repairs in the town of Charlton which will be funded by the ratepayers. What shall the ratepayers pay – 50% or 3%, 4%, 5%? Southbridge is looking to get an idea of where their water rate is, where their budget is, whether they should charge their customers more money or not. The email from Robin suggests the two towns split the cost of the Abraham study which is \$22,000. I think it came from Southbridge to aid them in their decision making process and doing the long-term agreement; and to determine what the amount of money set aside be. I think this should go forward. Where will the money come from? Should some of it come from the general budget. I would like to propose that we support the Abraham proposal and that we fund on the Charlton side 50% of the 50%.--\$5,500. Mr. Gagner: Should it be proportionate to the number of customers in each town? Mr. Lemansky: Considering this long-term agreement, we should not be quibbling about the dollar amount. We should tell Southbridge we are willing to support the agreement. Abraham will come up with as fair an agreement as possible. They are already paying a percentage. A portion of what the rate payees pay should be going into this fund. Mr. Gagner: We paid money for the betterments. The entire contract for the attorney was \$22,000. Mr. Lemansky: We take \$5,500 out of our account and the town hall takes \$5,500 out of the town funds. Steve Abraham never discussed a retainage or a contributory out of the fund. Water rates in Southbridge are advertised on their site and why was he asking for that information? What should be the rate set aside for infrastructure to come out of those who pay for water?

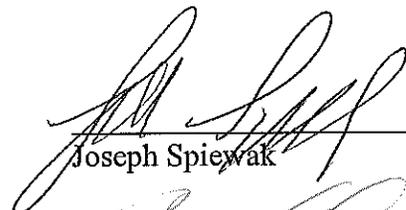
Mr. Lemansky: If there is a repair on the lines, the money will come out of Charlton funds. Steve: \$12,000 in the ExxonMobil account; \$2,500 would be paid to Chris McClure to do the rate study; \$5,500 could be appropriated; and the town hall would have to agree to that \$5,500. Mr. Gagner: Does this board think it should be other than \$5,500? Southbridge will need money for pipe repairs. Mr. Lemansky to Mr. Gagner: They may ask us to take a walk. Mr. MacKenzie: Can we see the stuff that has been transpiring by Abraham? Mr. Gagner: I was unable to download one but not the other. Mr. MacKenzie: We should be able to see what Abraham is willing to do. Mr. Lemansky: Abraham has calculated the information which includes items specific to Southbridge. Mr. MacKenzie: I want to see it. Mr. Spiewak: Is Southbridge at a standstill? Mr. Lemansky: Southbridge has suggested that we split the bill for Abraham. Mr. Gagner: Let's wait until Alex has a chance to read everything. To Steve: How much time is Abraham spending--Southbridge v. Charlton?

Mr. Lemansky: I make a motion to adjourn with our next meeting being on November 3, 2014 from 6:30 p.m. to 8:30 p.m.; seconded by Mr. Spiewak. Vote: Unanimous.

Meeting adjourned at 8:47 p.m.


Paul Gagner


Alex J. MacKenzie


Joseph Spiewak


Robert Lemansky 11-24-14

Shabana S. Gagner