

**Meeting Minutes**  
**Charlton Water and Sewer Commission**  
**Date: December 8, 2014**

Location: Selectmen's Meeting Room, Town Hall

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	N
Alex J. MacKenzie	Y		

Mr. Gagner: I'd like to welcome you to another exciting meeting of the Water & Sewer Commission. It is Monday, December 8, 2014. It is approximately 6:35 p.m. Shabana is missing and Alex is missing. I don't know if Alex will be coming later or not. Mr. Spiewak will read the commitments and warrants.

**Mr. Spiewak: I make a motion that we approve the following warrants: AT&T: \$44.55; Osterman Propane LLC: Invoice #PR072854: \$725.20; Ahearn Equipment: tractor rental for clearing a sewer right-of-way: \$250.00 for a total of \$1,019.75; Lefort Electric Inc.: pump controls changeout and residential permit (42 Stevens Park Road): \$560.00; Industrial Pump Sales & Serv. Inc.: rebuild of pumps at MTA 5E and Old Worcester Road: \$5,607.41; McClure Engineering, Inc.: #11488; S. Sturbridge Road construction administration for the period ending 10/31/14; process final pay application: \$180.00; Town of Charlton: recording of Certificate to Dissolve Lien for Parcel i.d. 26A-A-2: \$79.00; and commissioner payroll for the month of December: \$400.00; seconded by Mr. Lemansky.** Mr. Gagner: Any discussion? I have a little problem with the McClure payment to release the rest of the money on S. Sturbridge Road. We were waiting for the payroll confirmation. Have we received that? Steve: No. We need that paperwork. We're chasing it. I wrote a letter today asking them for the plan to stop because it has cost us \$180.00 to \$200.00 a month to chase this contractor for the materials we get. Mr. Gagner: Pass the chasing cost on to them. We have a motion and a second. All in favor? **Vote: Unanimous.** Mr. MacKenzie arrived at 6:37 p.m.

Steve gave the administrator's report. Water betterments: The water betterment for the lien on Brookfield Road (Lot 26A-A-2) has been zeroed out. The owner has been notified. I spoke with a service provider to exercise the water pump station at the Charlton/Oxford line. We talked about that at last meeting. **Mr. Lemansky: I make a motion that we spend \$600.00 for the annual exercising of that piece of equipment; seconded by Mr. Spiewak for discussion.** Mr. Spiewak: Just to be clear, the quote that we have is \$650.00 per visit. **Mr. Lemansky: I'll amend my motion to \$650.00. Mr. Spiewak: I'll amend my second.** Mr. Spiewak: At the last meeting we discussed frequency and then the accounts we were going to use to pay that bill. We dealt with the first one. Steve: I'm proposing to take that charge from the Water Enterprise money that we have from Exxon. **Mr. Gagner: All those in favor, please say I; Vote: Mr. Spiewak: I; Mr. MacKenzie: I; Mr. Lemansky: I; Mr. Gagner: and the Chair votes I. Unanimous.**

Steve: Efforts are being made to compile a current list of Charlton assets. That's on pages 9 and 10. I had some conversation with Mr. Lemansky today; and at his request, I chased through the last item on page 9. The rest of it I'm sure we are aware of—the storage tanks; infrastructure in S. Sturbridge Road; Route 20 west to Oxbow Road; Charlton City; S. Sturbridge connection; North Main Street to Burlingame Road; the Burlingame paving; the connection we made at S. Sturbridge Road and Route

20; the construction of the pump station; the Oxbow Road/Route 20/Route 169 design (\$1,856 spent so far); total assets listed at that time were around \$7,000,000. After talking with Mr. Lemansky today, I went back and investigated the Northside Road and the Stafford Street connection. There was 12,680 feet there which is another \$2,500,000 which comes out to about \$9,700,000 of Charlton water assets which Mr. Abraham is in the process of using.

Humidity in the plant: Follow up telephone calls since last meeting. I have contacted five septic haulers relative to the manhole at the top of Route 31. I indicated that it needed to be cleaned each Monday. Mr. Gagner: I asked last week what we needed to do in order to clear it of debris. You had said they need a three prong rake to pull up the debris. Why would we still need a septage hauler? Steve: We still need a septage hauler to pull out the debris – they have to be licensed. The only people to enter sewer lines are the people we allow to. We can have drainlayers do this work. We have been processing it because we clean it out. We've had as much as 2 or 3 five gallon pails 2/3rds full. Mr. Gagner: Couldn't we dump them into the Hycor unit before anything is processed? Steve: That's what we do. Mr. Gagner: It seems crazy to hire a big truck for five or ten gallons. I guess it will be an expense of the Masonic Home. Steve: I prepared a letter to them. Based on discussions with septic haulers, we have looked at other options. I have included some options in your packets and history of what has happened. There may be an opportunity to construct a drop in the bottom of the manhole which would allow the clumps to come down in smaller pieces. If it comes down in smaller pieces, the problem could go away. Mr. Lemansky: What's the process of making these pieces smaller? Steve: What we see are clumps that build up; and if they stay on the bottom shelf of the manhole, the clumps come down the bottom of the hill; and when the pump comes on, it jams and binds up everything; whereas, if it came down a little bit of the time, it wouldn't jam the pump at the North Main Street station. Mr. Gagner: Whose responsibility? Steve: The construction in our manhole would be our responsibility. It doesn't relieve the Masonic Home of putting illegal, unacceptable material into our system. Should this not work and we go back to where we were three years ago this February; and we have to pull those pumps and drain everything out, it will be the Masonic Home's responsibility. Mr. Lemansky: Is this something that Jody was thinking about? Steve: Jody and I spoke about this.

Steve: The only grinder pumps we have in the system are around the lakes. One suggestion was what about if the Masonic Home paid for a grinder type pump in the North Main Street pump station. They also talked about putting a Muffin Monster on their property and at the North Main Street pump station. There have been ideas that have been kicked around. We had multiple phone calls between the town plumbing inspector and Bay Path. There was a meeting that took place last Tuesday. They are going to have their lines jetted to remove the fats from the system. They have had a grease trap installed. They have brand new equipment there. They plan to revisit this situation in six weeks. Mr. Lemansky: Have they located the grease interceptor that was three feet away from the manhole? Steve: There is a filtration system for each tank.

Steve continued. We have two quotes for the remediation of the humidity problem in the plant. I outlined them for you on the spreadsheet. The RFP's have been submitted. They were sent to you electronically. Grease trap at Old Worcester Road. There was a visit to the property on November 13. The grease trap interceptors weren't trapping all of the grease. Mr. Gagner: The Board of Health met with Jim Philbrook and Peter Starkus. They are on top of the situation with Bay Path. Mr. Spiewak: Do we have a plan to monitor our lines? Steve: The lines are going to be jetted. Then we will go back and view the situation.

6:58 p.m. Mr. Gagner: I'll invite Jody and Frank Cavaleri to come up to meet with the board. Jody read a letter out loud with respect to humidity in the plant. Jody had a man come in for two days. Jody explained that the dehumidifiers in the plant were 10 – 11 years old. A technician gave suggestions. There has been a drop in humidity to between 45% and 70% since the rebuild of the first unit. The air in the plant right now is really good. The units we have serve multi functions. We have one unit right now that is running. Mr. Lemansky: That will lower the VOC level? Jody: Yes. Mr. Lemansky: The units we are talking about are the two larger units that were put on at the time of the second or third improvement to the plant. Jody: The second improvement. The third upgrade was the addition of the CoMag. Mr. Lemansky: Steve put together the two quotes that we have here. Jody: \$600,000 to \$700,000 is a lot of money. We need to get a permanent platform under them. A catwalk. Mr. Gagner: I would think the catwalk would be a cheaper way. If you are fine with the catwalk...to Jody: get some prices. Mr. Cavaleri: Can we ask the guy who looked at it to make recommendations? Mr. Lemansky: Unit 1 is operating currently. Unit 2: We are making a decision to get #2 assessed; next would be to begin putting together a plan for the catwalk.

**Mr. Lemansky: I make a motion that we instruct the administrator to work with Jody to go forward on the assessment and repair of unit 2; and to begin to assess, evaluate and design safe access to both of those units through the assembly of the so-called catwalk; seconded by Mr. Spiewak. Vote: Unanimous.**

Mr. Gagner to Mr. Cavaleri: When we left the last meeting, we had gotten one of the units working. Mr. Cavaleri: You build a platform so that you can get to the equipment. Mr. Gagner: I have one person I will suggest to Steve with a directive; i.e., come up with some ideas of installing the catwalk. Mr. MacKenzie: Could Woodard & Curran help in the design of said catwalk? Jody: It will have to be with non-corrosive material. Mr. Gagner: Galvanized might be the best choice. I had the impression that the two units in the ceiling were dead. Jody: They faulted so many times in the past. The plan you just voted on is good.

Mr. Lemansky to Mr. Cavaleri: Do you have a copy of the contract with you? Mr. Cavaleri: No. Mr. Lemansky: The plant requires what intensity of labor? Mr. Cavaleri: The plant requires three people. Mr. Lemansky: Do we get a credit for that? Mr. Cavaleri: We could do some engineering work or provide some tech support; or a credit. Mr. Lemansky: I don't want the Water & Sewer Commission to be punished. The contract called for 3 people. Our job as stewards – we want to make sure the customers are getting what they should. That's something that we should look into. I would like to make a motion: **I make a motion that we renew the additional 18 month period that is currently in front of us; seconded by Mr. MacKenzie.** Discussion: Mr. Lemansky: We talked about how the CPI was applied. When we start the new year on January 1, we'll take the old rate and add the CPI – monthly fee up .97%. Mr. Cavaleri: Flows and loads and the Comag – same as last year. Loading is a little higher. Mr. Gagner: Renew the contract for 18 months. Mr. Lemansky thanked Jody for his dedication and hard work; and being at the plant day in and day out whether it is Sunday or ...**Vote: Unanimous.** Mr. Spiewak: Clearly, we have to come up with a stop gap here. We have one unit patched together. We still need to move forward – get some engineering – the numbers are scary-- \$600,000 - \$700,000 or maybe \$25,000. We don't have a solid answer on this. I'm not sure that running at capacity in the months of July and August will solve the problem. Mr. Lemansky: If one of

these units goes down and we aren't going to spend money to fix it, we will need to have all of the work done; know who to call. I know one of these quotes supports labor and site work to be over \$450,000. Mr. Gagner: Are the two RBC's outside running all the time. Steve: No, they recycle the RBCs. They generally run one and then four inside. Mr. Spiewak: They were both engineering proposals. We need a good solid plan. Mr. Gagner: Would it be prudent to locate the catwalk in the ceiling? We need to keep our options open for future problems. The CoMag unit went out for repairs, and it has come back and will be installed. Steve: Installation is expected to occur this week.

Steve: The amount left in the ExxonMobil account is \$10,000 or \$12,000. It was to be used to assure and keep the quality of water flowing to the pump station. Mr. Gagner: We don't make money from the sale of water. I think that's a solution from the ExxonMobil account for certain expenses. Steve: I have one legal bill which we will have to address in May. Studies we do: I don't know where the money will come from. At the fall town meeting, we could take \$17,000 from retained earnings, or go to the town if we need to.

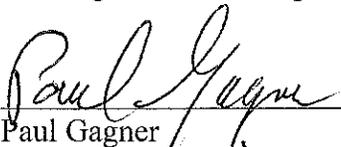
Mr. Gagner: Contract operations – Frank seemed happy. Steve: Water betterments are done. Closing the top of Route 31 – bids are expected shortly. Mr. Gagner to Steve: Contact Alan Banks and get prices for doing that was \$300.00 per Steve. The police detail would be on us. We are stuck with a four hour minimum. Sunday would be time and one-half. Mr. Gagner: I picture this as similar to a Geiger counter...Mr. MacKenzie: You have a transmitter. If there are other things in the ground, you won't get a good signal. Mr. MacKenzie: Alan Banks is trying to scope the water lateral. He will trace it. The line of sight is where it should be. Mr. Gagner: At 10:00 a.m., morning traffic is usually at a minimum on Route 20. Do we need to pay extra for detail on the weekend or just do it during the week? Mr. Lemansky: I think it is reasonable for them to do this between 9:30 a.m. and 11 a.m. on a week day and have a cruiser available. Mr. Gagner: We need to determine whether if there is service going to that house or not. Anyone want to make a motion to spend the \$300.00 for that and have the police detail be worked out by Steve and Chief Pervier? **Mr. MacKenzie: I make that motion; so moved by Mr. Lemansky; seconded by Mr. Spiewak. Vote: Unanimous.** Mr. Lemansky: Andy Gallagher – he's an alternative to Al Banks. Mr. Banks has been in town. Steve: I talked to Andy who said he could do nothing. Andy gave me a person to call.

Steve continued: The evening schedule for meetings is in your packets. Take some time to look at it. Mr. Lemansky: We have to take a look at our sewer rate. We need to give some serious thought about our rates, something that through our administrator can be accomplished.

7:42 p.m. Ms. Craver: I would request that you go into Executive Session. I have a couple of things to discuss with you. **Mr. Lemansky: I make a motion to 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 sole purpose of adjourning; seconded by Mr. MacKenzie. Roll call vote: Mr. Spiewak: I; Mr. MacKenzie: I; Mr. Gagner: I; and Mr. Lemansky: I.**

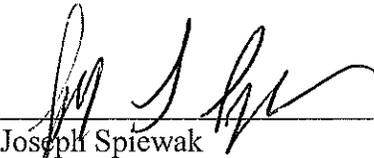
**Mr. Lemansky: I make a motion that we exit Executive Session for the sole purpose of adjourning; seconded by Mr. Spiewak. Roll call vote: Mr. Lemansky: I; Mr. MacKenzie: I; Mr. Spiewak: I; and Mr. Gagner: I. Mr. Spiewak: I make a motion to adjourn; seconded by Mr. Lemansky. Roll call vote: Unanimous.**

Meeting ended at 8:55 p.m.

  
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Paul Gagner

  
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Alex J. MacKenzie

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Shabana S. Gagner

  
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Joseph Spiewak

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Robert Lemansky