

**Minutes of meeting of the  
Charlton Water and Sewer Commission  
Date: June 8, 2015**

Location: Sewer treatment plant office

Attendees:

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

Mr. Gagner: Welcome to the meeting of the Water & Sewer Commission. It is approximately 6:15 p.m. As usual we will begin with the reading of our warrants. **Mr. Spiewak: I make a motion to approve the following warrants: National Grid: \$10,984.34; AT&T: \$44.72; total: \$11,029.06; GJB Construction Services, Inc.: invoice #12926; use of pump truck and overtime pump service at the N. Sturbridge Road pump station: \$250.00; Ricoh USA, Inc.: copier rental for the period 6/6/15 – 7/5/15: \$141.30; and Town of Charlton: case of paper: \$22.88; total: \$414.18; McClure Engineering, Inc.: invoice #11672; data logger collection, monitoring and evaluation of the pump stations through 4/30/15: total: \$840.00; Lefort Electric Inc.: Invoice #1309: 198 Sunset Drive and 96 Glen Echo Shore Road—pump/controls changeouts at \$520.00 each; total: \$1,040.00; 2 residential permits: \$80.00; invoice #1310: 35 Hollywood Drive--pump/controls changeout: \$520.00; residential permit: \$40.00; total: \$560.00; and invoice #1312: 42 Lakeview Drive—pump/controls changeout: \$520.00; residential permit: \$80.00; total: \$600.00; total: \$2,240.00; GJB Construction Services, Inc.: invoice #13039; use of pump truck for 1 hour at the N. Sturbridge Road pump station: total: \$150.00; MTA surcharges: 5E: \$28,810.86; 6W: \$7,330.27; total: \$36,141.13; Abatement warrant: 3 Carpenter Hill Road; transfer to meter: \$736.10; and Commissioner payroll for the month of May: \$300.00; seconded by Mr. Lemansky.** Discussion: Mr. Lemansky to Steve: On the surcharges, are they in step? Steve indicated yes. Steve, where are we with pumps and installations? Steve: We have 18 out there. We intend to keep 8 – 10 pumps on hand. Mr. Lemansky: Ed is salvaging what he can. Steve: Yes. Mr. Gagner: All in favor? **Vote: Unanimous.**

Steve gave his administrator's report. Gillespie Road – the project is in the hands of Southbridge. They have asked McClure to provide six sets of plans. This is on schedule but hasn't gone out to bid yet. Calls relative to the Muggett Hill issue. Calls and emails about the cross country. Repairs are slated to start tomorrow; and the plan is to do three manholes on Burlingame Road. Work should conclude there by Friday morning. Jennings will be doing the work. They are leaking and going directly into the water line. They will reface them on the outside and other work will need to be done on them. Sewer plant: Bay Path High School: They have been sent an excerpt from our Rules and Regulations regarding grease. They did receive it. I don't have an update for you on that email. Steve continued: We have a second quote to fix the door at the plant. This one came in at \$3,100 as opposed to the first one of \$4,000. It came from Colonial Glass in Auburn. Mr. Gagner: I was going to ask for a vote regarding the door.

Steve explained that installation of the ceiling fans in the treatment plant were completed last Friday just before lunchtime; and today the people came back and finished the electronics. 51 Burlingame Road: we have a plan before us. John Taylor, a paver, gave us a \$3,800 quote. There are pictures there. There is an area in between 51 Burlingame Road and 49 Burlingame Road. John suggested we fill the tilted area with loam and grass seed. The driveway is lower than the road and water has been collecting at the end of the driveway. Gerry Foskett has agreed to do that. Something needs to be done with the middle or it will go to the neighbor at 51 Burlingame Road. Tack coating will be put in and

asphalt over the existing driveway. Gerry doesn't see any problem with doing this. Mr. Lemansky: The water that comes down the street....it was after the sewer project was completed and the road was repaved, that the problem occurred. Steve: No. The water is coming from the residential property. It runs down the hill toward the road. Highway tried to fix this in the mid 90's. That berm acts as a trap. Gerry will take care of it. John is doing the whole job with his asphalt. Mr. Lemansky: Doesn't the town get special pricing for asphalt? Check with Gerry Foskett about that. It might be \$30 or \$40 per ton. Steve requested a motion be made so that he can move forward before July 1<sup>st</sup> in this fiscal year. The first meeting in July will be at the town hall.

Steve continued: RBC covers. RMP was up and they confirmed that we would need a push fan on the wall side to pull air from the building and force it outside. Originally they were going to make a galvanized cover. In 5 year's time it will oxidize. PVC was discussed. There was discussion about making a cap for the covers on the RBC's for a few \$\$ more. It will be done once. They suggested that the exhaust fan has a rheostat type switch so we have control of the fan velocity. The RBC person we are dealing with—they are the manufacturer for RBC covers in the country. We got prices from them. I have talked with RMP—ballpark number to do 6 RBC's with the addition of the electrics, fans and the duct work for less than \$1,500 apiece. I'll have a better number in the morning. Mr. Lemansky to Steve: What's the holdback of ordering the covers, and what does Jody suggest as to how many covers? Steve: Jody suggested 6. The molding they are doing – the drip edge – they are working on drawings which will include the drip edge. Steve: The cap included with the drip edge added \$1,000 for all 6--\$1,000 more than the original number. Mr. Lemansky: Are they redesigning to fit our width? Steve: Yes. We will have to come up with an installer. Mr. Lemansky: Have they sold any of these in New England? Steve: Jody and I have talked with a contractor. Mr. Gagner to Steve: How big are the sections? Steve: The end covers slip on like a garbage can cover. They should be easy to install. Mr. Lemansky: If we were to look at an estimate—Paul is saying \$1,500 per RBC? Steve: Yes. \$70,000 for the covers; \$9,000 for installation. There will be six fans; 6 switches – a variable system - going to the outside. Steve: Jody is ok with this. Mr. MacKenzie: How much were 3? Would it make sense to get the other 2 now? Steve: We have 8 RBC's inside; two of them we haven't used; we want to cover the 6 that are operational. I think between those fans, dehumidifiers and those covers--just the covers alone should solve the problem we are up against.

**Mr. Lemansky: I make a motion that we go forward with ordering the retrofitting of the 6 RBC's in the treatment plant; and that we will include the work that needs to be done by RMP – \$10,000 for that; so it will be \$80,000.00; and we will also include a budget number for the installation (about \$2,200.00); and excluding the fiberglass caps for the RBC's.** Mr. Spiewak: I would hesitate to second until we can add a not to exceed on the installation. Mr. Lemansky: If we use \$2,500 which would be \$15,000 with a 10% addition on to that, \$16,500 on to the \$79,000 which comes up to \$95,500.00, so the total budget for the purchase, retrofitting and installation of \$95,000; **seconded by Mr. Spiewak.** Mr. Gagner: How do we do a not to exceed when we don't have a price yet? Insulation should be left out of this. I thought we would order two covers and do the best we can on the installation. Steve: If we put a not to exceed and we can't manage that – it could go into July of 2016. If we are at or below, we can have the work done in the 2015 budget. If we put a not to exceed in, we will have to sign with the option that this can go into 2016. Steve: It was designed and started in 2015. Mr. Lemansky: If we order these things, we'll have to get them installed. Steve: The poles are all self-supporting. Mr. Lemansky: We have come from a figure of \$450,000 - \$500,000 to fix this problem to where we are at – the only moving parts are the fan motors with good warranties; and RMP is going to put in these small ventilations. Steve: We have gone from a half million dollars down to

under \$150,000 when we are done. **Vote: Mr. Lemansky: I; Mr. Spiewak: I; Mr. Gagner: I; and Mr. MacKenzie: I.**

**Mr. Lemansky: I make a motion that we go forward with replacement of the door and door frame for the value of \$3,100.00; seconded by Mr. Spiewak.** Discussion: Mr. Gagner: This will include a window of their design—20"x 4". Steve: Yes. It is my understanding that the window will have to be cut in as well as steel reinforcement of the bottom of the door. When the quote came back, the people wanted 50% down; and the balance upon completion. I explained to them that the best we could do is to pay the bill within 45 days and that we are a municipality. **Vote: Unanimous.** Mr. Spiewak: Any motions on the paving of Burlingame Road? There were none.

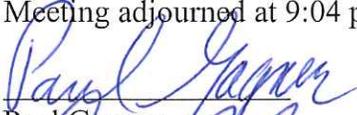
Steve read Jody's report for the month of April. A copy of this report is attached hereto. Mr. Lemansky inquired about N. Sturbridge Road, Glen Echo Shore Road and Stevens Park Road. During the event that took place, there were 473,000 gallons two days in a row. Was there any investigative work done during that time as to where the excess pumping is coming from? Steve: The only thing I can assume is that when the plant is raised to that capacity, their hands are full here. They can't pop manholes with respect to runtimes and wear inside pump chambers. We don't have the manpower. Mr. Lemansky: Should we have a construction company on call so when we do have an event, we can call them to pop the covers and determine the flows and where they are coming from?

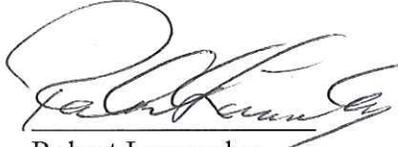
Mr. Gagner: Should we meet with the Board of Selectmen on Tuesday night? Mr. Lemansky: We need to discuss the information that we have and then based on the information, determine if we should come up with a refreshed master plan before we attend or not attend. Do we want to go forward or stay status quo? Mr. Gagner: We need to deal with (1) the source of water and (2) distribution. There are some areas where water won't be running regularly to keep it fresh. Mr. Spiewak: We have a meeting next week on June 17<sup>th</sup> with the DEP and ExxonMobil. Chris McClure arrived at 7:26 p.m. Steve read Jody's report for the month of May indicating that there were four grinder pump violations due to grease. A copy of Jody's report is attached hereto.

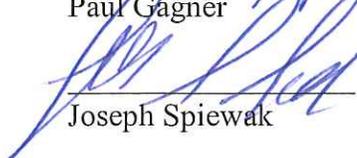
7:34 p.m. **Mr. Lemansky: I make a motion to go into Executive Session under Chapter 30A, Section 21, number 6; seconded by Mr. Spiewak. Roll call vote: Mr. MacKenzie: I; Mr. Spiewak: I; Mr. Lemansky: I; and Mr. Gagner: I.**

9:03 p.m. **Mr. Lemansky: I make a motion to exit Executive Session with our next meeting being on June 22, 2015; seconded by Mr. Spiewak. Roll call vote: Mr. MacKenzie: I; Mr. Spiewak: I; Mr. Lemansky: I; and Mr. Gagner: I.** Mr. Gagner: Our next meeting will be on June 22, 2015 at 6:30 p.m. at the sewer treatment plant office.

Meeting adjourned at 9:04 p.m.

  
Paul Gagner  
Date 8/3/15

  
Robert Lemansky  
Date 8/3/15

  
Joseph Spiewak  
Date 8/3/15

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Alex MacKenzie  
Date