

**Minutes of Meeting of the
Charlton Water and Sewer Commission
Date: August 17, 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	N	Gabriel J. Berthiaume	Y
Alex J. MacKenzie	Y		

Mr. Gagner: Welcome to the meeting of the Water & Sewer Commission. It is approximately 6:37 p.m. As usual we will begin with the reading of our warrants. Mr. Lemansky agreed to read them. **Mr. Lemansky: I make a motion to approve the following warrants: Woodard & Curran: \$40,802.42; Woodard & Curran: \$662.75; Woodard & Curran: routine and maintenance: \$2,500.00; AT&T: \$44.33; Verizon: \$466.24; Woodard & Curran: services for the period ending 7/10/15: Permit assistance: \$2,567.50; Peter Starkus: install a new battery pack at 97 Masonic Home Road: \$65.00; Central Mass Regional Planning Commission: Muni-GIS contract (encumbered): \$1,600.00 (Mr. Lemansky indicated he would not sign it as 'we haven't used this in three years'); McClure Engineering, Inc.: invoice #11811: Muggett Hill Road sewer pump station modification: services through 7/31/15: \$1,224.66; McClure Engineering, Inc.: invoice #11814: Muggett Hill sewer pump station: \$1,378.75; Elderly abatement warrants: Title V: \$325.50; Meter: \$182.03; seconded by Mr. MacKenzie. Mr. Gagner: All in favor. Vote: Unanimous.** Mr. Gagner: The vote will be for all of the warrants except for the Central Mass Regional Planning Commission. Mr. Lemansky: This is the warrant that wasn't signed at the last meeting – \$350.00 freight charge for a pump which weighed 72 pounds. Steve: We needed the pump as soon as possible, so it came from Colorado; thus the \$350.00 freight charge. Mr. Lemansky: I see no reason to hold this up. Discussion about the GIS contract. The town has paid \$2,400 on a \$4,000 bill. We encumbered this from 2015. Any bill that was incurred prior to June 30 is usually on the encumbered sheet we receive. We agreed to pay this bill over three years. **Mr. Lemansky: I make a motion that we accept the minutes of May 4, 2015 as printed; seconded by Mr. Berthiaume. Vote: Unanimous. Mr. Lemansky: I make a motion to approve the minutes of June 22, 2015; seconded by Mr. MacKenzie. Vote: Unanimous. Mr. Lemansky: I make a motion to approve the minutes of August 3, 2015 (present were Mr. Gagner, Mr. Spiewak, and Mr. Lemansky); seconded by Mr. Gagner. Vote: Unanimous.**

Mr. Gagner: Paul McNeil of Williamson Environmental. They are the consultant for Honey Farms. He indicated that they are presently putting in the water line on Gillespie Road. Mr. McNeil: At your last meeting a motion was made to require a third party oversight on this project; and I would respectfully request that you rescind that motion. We have McClure Engineering doing the work. They have done all of the engineering plans. I have them scheduled to do the oversight. Southbridge will do their own oversight. We are using the town's engineer; and I hope you respect that Chris won't undermine anything he does for the town. Mr. Gagner: He is overseeing the construction person. There's no conflict of interest there. He did the oversight on North Main Street; and I checked into Carpenter Hill Road; and found out that Bertin Engineering did the oversight. To Steve: Have we heard back from Bertin? Steve: No. Mr. Gagner: We could amend our motion to include a third party or rescind it. Mr. Lemansky: I brought the point up at the last meeting. There wasn't a need for a motion. Our by-law requires that there be an inspection. To Steve: Is it optional? If something is being put in the ground and it's going to be property of our commission, it needs to be put into our requirements. It also has to meet Southbridge's specifications. Mr. Berthiaume: Because this is water, would Southbridge take on

the role? With this deal, Southbridge almost is that third party making sure everything is done properly. Mr. Lemansky: The inspector can't control the contractor on site and would have to come to us to discuss it. Southbridge has no obligation to come to us. Our inspector is obligated to us and to see that things are being done properly. Mr. McNeil: You have power in having McClure do the oversight. You know he will do the right thing by you. It will go smoothly. Mr. Lemansky: Is this being put through the 21J fund? Mr. McNeil: No. They may not get all the money for it. We have already contracted with McClure to do the work. Mr. Lemansky: The requirement in our by-laws relates to the construction. I believe 21J is specific to helping pay for construction costs. This fee may be recoverable. Mr. McNeil: Honey Farms has been a good corporate neighbor of yours. They paid all the fees to the town of Southbridge; and fees and labor to connect the Fire Department. McClure is going to do the right thing. Even if you use these regulations, the wording is such that the person who is supposed to pay for it includes the owner – you guys are the owner. Mr. Lemansky: I think the assumption is that Honey Farms would be the owner until we accept the line. Mr. McNeil: Honey Farms will never own part of a water line that's installed. Mr. Lemansky: As the line is being put in, we don't own it until it is fully inspected and certified by our people according to the specifications that we approved. Mr. Gagner: I see no reason in denying Mr. McNeil's request; and if necessary, we can override the previous motion. Mr. Lemansky: Paul, how many days of construction? Mr. McNeil: Elliott Construction is doing the work. They said about two weeks to do the work. One fire hydrant and 4 connections (220 feet). Southbridge will make spot checks. They are the operator. Charlton is the owner of these lines. Mr. MacKenzie: Why not have McClure inspect the lines and oversee the work? Mr. Lemansky: In the past we have had our own inspector. We don't have any interest in the pressure test. Southbridge will oversee this. At the most, we are talking 4-5 days for spot inspections. **Mr. MacKenzie: I make a motion that we rescind the motion from August 3, 2015; seconded by Mr. Berthiaume.** Discussion: Mr. Berthiaume: Southbridge is the person to overview it. It just has to be consistent. Mr. MacKenzie: The inspector has to be there full time. Mr. Lemansky: McClure's people will probably be onsite full time. Mr. McNeil: Yes. Mr. Lemansky: We don't have it in a water by-law. **Vote: Mr. MacKenzie: I; Mr. Gagner: I; Mr. Berthiaume: I. Mr. Lemansky: I will abstain.** The motion passed. Mr. Berthiaume: Would you have anyone review the as builts? Normally you would have Chris McClure review the as builts. Do we have to send these plans out to Bertin? Mr. Lemansky to Paul McNeil: Please pass on to your owner – thank him for doing this extension. Meeting with Mr. McNeil concluded at 7:18 p.m.

Mr. St. George read his monthly report for July relating to work inside the treatment plant, including the upgrade of the SCADA system, a copy of which is attached to these minutes. There were three contractors who bid on the work to be done at the plant. All of them were taken through the plant. One of them bid \$8,350 which Mr. St. George felt was a fair bid. This individual was competent and would bring in his own electrician. Mr. St. George also mentioned the disposal of wipes into the sewer system was causing a lot of clogging issues in our sewer system, and that people needed to throw them in with their trash rather than into our system. Mr. Lemansky inquired about the RBC covers. Jody was told probably towards the end of August for delivery. We also need to deal with the wear bars. **Mr. Lemansky: I'd like to make a motion that we give notice of hiring Holden Mechanical to do the Hycor work at a fee of \$8,350.00; seconded by Mr. Berthiaume. Vote: Unanimous.**

Mr. Lemansky: Let's move to the RBC covers. We do the covers and the venting separately. I think we can come up with the best price. Jody agreed. Mr. Lemansky: RPM: \$11,000 - \$12,000; D & C: \$39,000 for the whole job; JC wanted \$21,000. Mr. Berthiaume: D & C at \$39,000 was to do the whole job. Mr. MacKenzie: Two separate contractors is not a good idea. Jody: Once you are over \$25,000,

it has to go into the Central Register. It would be really nice to have the same person do everything. Mr. Lemansky: If there is a vent hole in the cover, what's the difference between yesterday with no cover and today with a cover? Jody explained that you are not going to get the same oxygen transfer. The bugs need oxygen. Everything has to be done within days of each other. **Mr. Lemansky: I make a motion that we contract for the installation of the RBC covers to D&C Contracting for \$21,488.50 for the contracting;** (Steve: D & C has returned after the fact to help us. They had said they would do the venting and the covers.); **seconded by Mr. Berthiaume.** Mr. Berthiaume: What about Lefort? We'll tell Ed to come when the time is right. To Jody: You'll be coordinating everything with the contractors?. Jody: I have no problem designating time to do this. **Vote: Unanimous.** **Mr. Lemansky: I would like to make a motion to propose that we have RPM do the venting for the range of \$11,100.00 to \$12,000.00 subject to a meeting between Jody St. George and RPM; and if Jody is comfortable with the ability to do coordination as far as the installation of these covers; and the venting, so that Jody has no fear of time to where he's running a risk of losing an RBC.** (Jody to Steve: On site 2 – 3 days. If we give them a day by themselves; then a receiver will have to be installed in the wall.) **Motion seconded by Mr. Berthiaume. Vote: Unanimous.**

Mr. St. George continued with his monthly operating report. He advised the commission that he had been hired as Assistant Area Manager and that he would be responsible for 5 treatment plants. He has been in Charlton for over 16 years and said he would always be available for questions when the commission had any. Jody will maintain a desk here. The new manager starts the 24th and Jody will provide 3 – 4 months of training. The new manager lives in Stafford. He was a facility manager for two or three sewer plants in Stafford, CT (4 in Massachusetts and 1 at UConn). Jody: The plants they are giving me are well managed except for UConn. They know what they are doing. Mr. Gagner congratulated Jody. Mr. Lemansky to Jody: With the humidity, how are the fans working? Jody: Awesome. The floors are bone dry in the treatment plant. This will take the plant into the future. It's dry out there. Mr. Lemansky: In the meantime, we saved a couple hundred grand.

Steve continued with his office report indicating he had received an emergency call from the Police Department at 10 p.m. about Stafford Street (#250). A valve cover was blown off and I was told a car was damaged. When I got there, the cover was back on and the police were gone. Mr. MacKenzie suggested getting a copy of the police report.

Next: Steve: With respect to 232 Stafford Street, there are 8 stamped drawings in Southbridge's hands. Mr. Lemansky to Steve: Have you had a discussion with Chris McClure? Gentlemen, when I looked at the plan that we approved, there are 570 feet of 2" water line from Timber Circle through the woods to St. Mary's Way. I have personal knowledge that 2" water line only comes in 60' lengths. There will be 10 lengths that will have to be put together. There are 600 feet. We should consider sending this to Southbridge to change from 2" ductile iron to 4" ductile iron. Mr. Berthiaume: I'd rather see 4" ductile iron. Steve provided the commission with a plan prepared by Kleinfelder. Mr. Gagner: I think we should talk to Kleinfelder and the town of Southbridge. Masonic Home is on board now. Standing water isn't as important. Mr. Lemansky: The current tank is at the end of J Hammond Road...? Mr. MacKenzie: The water will go where it needs to go once the chamber is put in from Stafford Street to H. Putnam Road; and back down Route 20 to Northside Road. Steve continued. Kleinfelder will not start until they have the prints in front of them. ExxonMobil wants a site plan. Steve will talk to McClure and have it settled with Heather Blakely. I'll bring up the high points: 4/6/8, considering Masonic Home will be on line. We are subject to changing our minds. They may want to change their design. Steve: Bay Path has taken a lot of time and energy. The Charlton Police Department will be

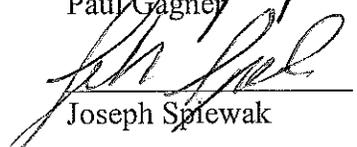
borrowing our generator over Labor Day. Tonight there was a notice that went out – they want to meet with us on September 14. I need to let them know when. Next, the main door is here and will be installed next week. Mr. MacKenzie to Steve: What was the understanding? Steve: On page 3 of my office report. There are differences on the plan. There are supposed to be 3 pipes. They have to dig one of these up. It is underneath the sidewalk which will be dug up tomorrow. They are 4,500 gallon tanks. Peter Starkus told them that if this fails, it will have to be taken out. They need to sign off. The 2,000 gallon tank—we went up to Bay Path to inspect it. Steve: Cady Brook: I had a telephone call – they have had a Title V failure. I sent them the names of Slim’s Sewer Service, Elliott Construction and Jennings Custom Homes. They are looking to connect to sewer. There is nothing on Route 169—they have frontage on Route 20 near the 5E pump station. There are 32 units; 4 buildings. They have been paying a sewer betterment fee under Phase I; \$994 for each building; 7,000 gallons a day from Cady Brook.

Mr. Lemansky: I wanted to have a conversation with Jody about taking on additional flow from haulers. To Steve: Have that discussion with Jody and get his opinion on that – just another avenue for cash flow. Mr. Lemansky to Mr. Berthiaume: We can be specific. I would think we would want 3,000 gallons to 5,000 gallons; 1 regular house tank and a holding tank. Mr. Berthiaume: The ideal situation would be if you would accept holding tanks. The problem is that me as a hauler, it’s very hard to stack 2 or 3 holding tanks on one load. There are very few holding tanks in Charlton. Most are from Holland and Wales. Mr. Berthiaume to Steve: Call me if you need any information from me. In Southbridge, you prepay. If something happens, they’ll call us. Mr. Berthiaume: I think the biggest downfall is grease. Maybe Jody could answer the question of how well the plant can handle this. There are things to consider. It isn’t the most accessible plant for a lot of traffic. Price is a consideration also. I will offer any information I can.

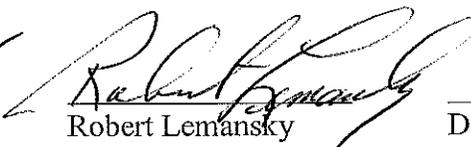
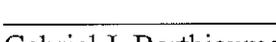
Mr. Lemansky to Steve: How are we coming with our rates? When is the rate meeting coming up? Steve: The last meeting in September.

Mr. Lemansky: I make a motion to adjourn to September 14, 2015; seconded by Mr. MacKenzie. Vote: Unanimous.

Meeting adjourned at 8:32 p.m.


Paul Gagner

Joseph Spiewak

9/28/15
Date
9/28/15
Date


Robert Lemansky
9/29/15
Date

Gabriel J. Berthiaume
Date

Alex J. MacKenzie

Date