

Meeting Minutes  
Charlton Water and Sewer Commission  
Date: September 14, 2015

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              | Gabriel J. Berthiaume | N              |
| Alex J. MacKenzie | Y              |                       |                |

Mr. Gagner: Welcome everyone to another exciting meeting of the Charlton Water & Sewer Commission. Today is September 14, 2015 and it is approximately 6:37 p.m.; and as usual, we will start off with paying some bills. Mr. Spiewak read the warrants from Carol's report. Mr. Spiewak: I make a motion to approve the following warrants: National Grid: \$11,284.56; American Printing & Envelope Co., Inc.: \$159.00; Ricoh USA, Inc.: \$141.30 (invoice #95271938 for the period 9/6/15 - 10/5/15); Ricoh USA, Inc.: three toner cartridges: \$118.71; Woodard & Curran: invoice #121128; MTA sampling for the period ending 7/31/15: \$530.20; Howlett Lumber - Charlton: #377264; office supplies: \$15.92; ReadyRefresh by Nestle: \$1.09; ; total: \$12,250.78; GJB Construction Services Inc. d/b/a Slims Sewer Service and Jos. Berthiaume & Sons: invoice #13669: use of pump truck with respect to the N. Sturbridge Road pump station: \$450.00; GJB Construction Services Inc. d/b/a Slims Sewer Service and Jos. Berthiaume & Sons: invoice #13858: use of pump truck with respect to the Muggett Hill pump station: \$750.00; E.D.S. Mechanical Inc.: 5 hours of labor: \$425.00; materials: \$667.32; total: \$1,092.32; Lefort Electric Inc.: #1322 dated 9/2/15: 75 City Depot Road: pump/controls changeout: \$520.00; residential permit: \$40.00; and 45 Main Street: pump/controls changeout: \$520.00; residential permit: \$40.00; total: \$1,120.00; Lefort Electric Inc.: #1323 dated 9/8/15: 106 Glen Echo Shore Road: pump/controls changeout: \$520.00; residential permit: \$40.00; and 110 Glen Echo Shore Road: pump/controls changeout: \$520.00; residential permit: \$40.00; total: \$1,120.00; Franklin Electric: cost of grinder pump: \$3,094.60; Woodard & Curran: Scada and Comag PC upgrade; invoice #121558; \$7,860.00; Woodard & Curran: invoice #121826: permit assistance: \$1,740.00; reimbursable expense: \$25.74; total: \$1,765.74; Parkson Corporation: Baldor VM7035T motor: \$2,627.40; Colonial Glass & Mirror Co.: #18632: remove existing steel door and jam and install insulated door at the sewer treatment building: \$2,150.00; Holden Mechanical Contractors: #5448: install auger wear bars in the wastewater treatment plant: \$8,350.00; Carlsen Systems, LLC: spare pump for Vine Street: \$5,855.00; freight charge: \$117.29; total: \$5,972.29; Commissioner payroll for August: \$400.00; Commissioner payroll for September: \$400.00; seconded by Mr. Lemansky. Mr. Lemansky to Steve: They had to replace the blower motor. It is proprietary. We don't want those parts in our plant. Mr. Lemansky: Could not be matched up? Steve: It was old. The air conditioning in Jody's office. **Vote: Unanimous.**

6:45 p.m. Steve read his report. The Town of Southbridge made a request to convert the 2" copper line of 570' feet to 4" ductile iron without any upgrades to the blueprints. There is a savings in going from copper to ductile iron. The exact use was undefined. Was he looking to do a fire/sprinkler system? Mr. Spiewak: I make a motion that we instruct the administrator to send these letters as written; seconded by Mr. Lemansky. **Vote: Unanimous.** Steve: Jody will not be at our meeting. He had an emergency. I have sent a copy of the letter from ExxonMobil to each of the commissioners. Calls and scheduling of grinder pump replacements is ongoing. Two more are going out on Tuesday leaving 10 on the shelf. 20 more would cost about \$40,000. Mr. Lemansky: I make a motion to go

forward with the purchase of those replacements pumps; seconded by Mr. Spiewak. Vote: Unanimous. Steve: With this purchase of half of these--that will be 187 pumps that we paid for in Phase I. Mr. Spiewak: Of these 187 pumps, how many do we have to replace? Steve: All of them. Those they have bought – the customers purchased them. Steve: New build on Sunset Drive. We won't be responsible for that one. Mr. Lemansky: There was a rush of requests when these new pumps became available. They don't clog as easily as the old pumps. We are obligated to maintain these pumps as long as we have debt service (for 8-1/2 more years). Steve continued: Calls and emails to Bay Path High School. They have acknowledged receipt and are in the process of preparing a response to us. We can observe between 1 p.m. and 1:30 p.m. when Bay Path is doing washing. We have a temperature gun which belongs to the plumbing inspector. If you had a 180 degree turnaround, those fans in the ceiling—the portable units--have done a really good job. Daily, weekly and monthly maintenance has been suggested by the manufacturer. There is a shoebox size container which has to be dumped out every day. Next, the new phone system was a challenge; we need to correct the message. Jody's in the process of re-recording the station message. Hycor rebuild will be done in 3-4 days. It's running fine. They came in at what they quoted--\$8,300.00. Six more grinder pumps were installed since our last meeting.

7:07 p.m. Steve read Jody's report, a copy of which is attached to these minutes. Mr. Lemansky: Are we having less clogged pumps? Steve: Yes. Mr. Gagner: People are becoming more educated using them. Mr. Lemansky: During the week there was an email about the rate study—the gallon amounts in February were sky high – 5 East has a greater flow than 6 West. Steve: There was a problem with the meter at 5 East. These meters are 15 – 20 years old. Mr. Lemansky: At minimum, they should be equal to or greater as far as potable. Steve: They are close since we have been getting the bills from the Town of Southbridge. Gillespie Road water line work started Tuesday and Wednesday. I collect pictures 2 or 3 times a day. There are inspections on site. 232 Stafford Street: Steve: I was authorized to send two letters out. For the period ending June 30, sewer meters were read July 7<sup>th</sup> and 8<sup>th</sup>. Mr. Lemansky: To continue – they were later. Steve: Yes. Mr. Gagner: It takes a while to get the Southbridge reads. They are 2-3 weeks out of sync. Mr. Lemansky: We set up a system with respect to goals: that meters be read the first week of July; first week of October; first week of January; and the first week of April.

7:35 p.m. With respect to the condominiums located at 107 Center Depot Road, the commission met with Brenda Allen, President of Knollwood Inc.; Alyse Karle; and Robin Belisle, Vice President. Brenda Allen has lived there for 13 years. "We understand why we don't get service. We have gone to the town twice. We have spent over \$20,000 on grinder pumps. We have been refused town equipment. In 2009, the President came to the town. Both of their pumps needed to be replaced. Pumps were purchased by a previous owner." Steve: The pumps are purchased by the town; but the pumps are the owner's responsibility. Ms. Allen explained that she has come to the town at two different times. We have spent \$20,000 on sewer pumps. Mr. Gagner: If you were building today, I don't think the town would provide and pay for the pumps. The previous owner should have explained everything to you. Mr. Lemansky: I'll step down as a conflict. That project known as Knollwood was owned by the Masonic Home. They thought about doing assisted living. They were having difficulties with their system. They asked to extend sewer on City Depot Road and up Stafford Street. The commission gave the Masonic Home permission to do that. Later, Masonic Home sold units to Mr. Lemansky's family members. Ms. Allen: We have always been denied services. The department was good and ordered the pumps. Payment went from the owners to the Water & Sewer Commission to pay for those pumps. Both pumps were installed and inspected by the Sewer Department. Then the units went on line.

There were some issues with people putting stuff down the drain. This was finally resolved. Later, both those pumps had to be replaced. Steve: There are 8 pumps on the properties. The sewer line goes from the top of Carpenter Hill Road. There are two pumps that are totally their responsibility. Mr. Lemansky: The Little Giant pump came from the sewer department. Ms. Allen: When they were replaced in 2009, our President came and told them our situation. We spent \$7,110 on duplex grinders. Mr. Gagner asked for suggestions. 'I think our hands are tied.' Mr. Lemansky: I have no influence on this. Steve: We purchased one complete system today at a cost of \$3,300.00. For a replacement system, the pump would cost \$2,400.00. Mr. Lemansky: At some point we won't be responsible for those pumps. We have to have some type of arrangement. I would suggest that if you have to replace pumps, you replace it with town equipment. They will have parts. Mr. Gagner: We had this discussion two years ago.

Mr. Hornsby: Brenda Allen has been our owner for 13 years. Mr. Lemansky: The town of Charlton had to apply to a state agency that grants the money for the sewer project. There were properties that were required to have a pump. We are required in the finance clause in the bond that the Water and Sewer Commission has to maintain the pumps. Steve: We're putting 20 pumps on the shelf at a cost of \$40,000. Anyone who came along after the bond -- the new owner owns the pump. How do we work with you? We don't want people not to maintain their system. How do we make sewer people go and get service? It was already stated in the financing package that was put together. Mr. Spiewak to Steve: What if that person has to call for service? Woodard & Curran would respond. The customers have been told it is their responsibility. They'll get billed for a clogged pump. Steve: Regarding these pumps, we have found them wound up with ropes and underwear. People need to do a better job. Ms. Allen: We want to have a clear understanding. Mr. Gagner: The sewer treatment plant is getting other things in the sewer plant; and we can't process it. When you have the next problem, find out what is causing the clog. All we can do is try to minimize your issue. Mr. MacKenzie: Tim Katz is good and reasonable. Mr. Lemansky: 16 bins -- under 2,000 gallons; a duplex system was put in. Maybe what the commission could do is contract with Woodard & Curran. We have some customers who need private service. Our people answer a call within an hour. A lady near me thought about running water up Center Depot Road. This meeting ended at 8:10 p.m.

Steve Hornsby, Property manager for Countryside Condominiums, met with the commission. 'There is one meter. There are 20 bills that are paid by the association.' Mr. Gagner: There are some problems.' Mr. Hornsby: We divide the bill equally. Mr. Gagner: When you bought this property, we had the right to request you put in 20 different meters. It might not have been feasible. There are 20 separate water bills. The town bills each property owner separately. Each individual pays their own bill. There are 5 buildings and 21 electric bills. Mr. Lemansky: It started out as apartments; now there is a concern. Originally, at the conversion when the sewer was connected, you had to operate with a sewer line for each unit. That's the way the state had set these up. Later they were changed to condominiums. Mr. McNeaney is a personal friend of mine. They made the decision to make them condominiums. We talked to the Assessors and the Department of Revenue when the agreement was drawn up as to how it would be done. We should have had 20 meters. Mr. Spiewak: I don't want to close the door. I read the note from the collector 3 times. My personal opinion is I would like to sit down with the tax collector and question the reason why I'm not drawing the same conclusion. Mr. Hornsby is asking for a single bill and that if it weren't paid, all the condominium units could not be sold. Mr. Lemansky: This is prior to the assessors/collector not wanting to get involved in this. Each unit should get their own bill. Mr. Spiewak: When we weren't doing that in 2009 or 2010, the owner asked us to do that. Now we have an owner and an association. I'm not convinced that we can do that.

In the signing of the latest IMA with the town of Southbridge – when nonpayment of utility bills occur, the town of Charlton will be responsible for paying those bills. It would be up to the town of Charlton to lien the property. With the property divided by 20, each owner would be responsible to pay his or her respective bill. Mr. Spiewak: I want to talk to the collector. Mr. Hornsby was advised that our next meeting will be on the 28<sup>th</sup>. Mr. Hornsby indicated that he may not be able to attend that evening. Steve indicated that communication had been atrocious since January. Meeting with respect to the within matter ended at 8:45 p.m.

Steve indicated that he has received nothing from the EPA or the DEP. Mr. Gagner reminded the commissioners of the meeting Tuesday night. Steve advised the commission that with their approval, he was planning to take vacation from September 30 through October 6. The commission granted their permission.

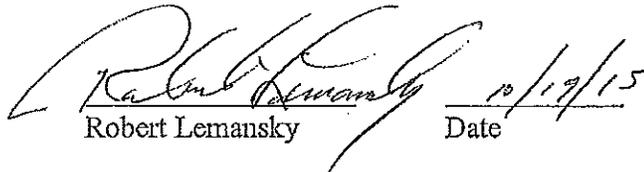
Steve completed reading Jody's report. We have installed one of the propeller pumps off the shelf. We need to buy another pump at a cost of \$11,500. Jody got a quote of \$8,895 plus freight. Several times a year we get deluged, Mr. Lemansky: I make a motion that we purchase the EQ pump for \$8,895.00 plus freight; seconded by Mr. Spiewak. Vote: Unanimous.

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

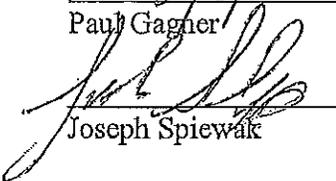
Meeting adjourned at 8:50 p.m.

  
\_\_\_\_\_  
Paul Gagner

10/19/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Robert Lemansky

10/19/15  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Joseph Spiewak

10/19/15  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Gabriel J. Berthiaume

\_\_\_\_\_  
Date

\_\_\_\_\_  
Alex J. MacKenzie

\_\_\_\_\_  
Date