



## TOWN OF CHARLTON

Minutes of February 27, 2017

Water/Sewer Commission

Town Hall @ 6:30pm

Submitted by \_\_\_\_\_

Date \_\_\_\_\_

Received by \_\_\_\_\_

Date \_\_\_\_\_

Present: Paul Gagner, Alex MacKenzie, Joe Spiewak, Gabe Berthiaume (arrived at 7:35pm), Rob Lemansky, Steve Wandland, Water/Sewer Administrator and Norma Dietrich, Water/Sewer Administrative Assistant.

### I. Open Meeting/Warrants/Minutes:

Mr. MacKenzie opened the meeting at 6:40p.m. Mr. Lemansky questions if meeting is out of order due to meeting location change. Mr. Wandland says new location is posted. Chairman, Mr. MacKenzie says we were clear about location change.

**Mr. Spiewak made a motion to approve the warrants seconded by Mr. Gagner. Motion passes unanimously.** Mr. Lemansky asks to hold off paying the Veolia (Engineering support service for Upham Farm) until Mr. Wandland can make a call. Is it covered under agreement? Mr. Spiewak says to Mr. Lemansky that he should recuse himself from vote due to one of the abatement items 68 Brookfield Rd. **Revote taken: Gagner – aye, Spiewak – aye, MacKenzie – aye, Lemansky abstains. Passes**

**Mr. Spiewak made motion to approve minutes from February 13, 2017 seconded by Mr. Gagner. Motion passes unanimously.** February 13, 2017 minutes sent to commission on 2/16/17 to review

**Mr. Spiewak made motion to approve minutes from February 14, 2017 seconded by Mr. Gagner. Motion passes unanimously.** February 14, 2017 minutes sent to commission on 2/15/17 to review

**Mr. Spiewak made motion to approve minutes from May 9, 2016 seconded by Mr. Gagner. Motion passes unanimously.** May 9, 2016 minutes sent to commission on 2/15/17 to review

**Mr. Spiewak made motion to approve minutes from June 6, 2016 seconded by Mr. Gagner.** Mr. Lemansky asks for these set of minutes to be withheld at this time for approval. Mr. Lemansky would like to do more research as he does not believe what is written is what he thinks was said. Minutes for June 6, 2016 will be held. June 6, 2016 minutes sent to commission on 2/16/17 to review

**Mr. Spiewak made motion to approve minutes from July 11, 2016 seconded by Mr. Gagner. Motion passes unanimously.** July 11, 2016 minutes sent to commission on 2/15/17 to review

**Mr. Spiewak made motion to approve minutes from October 3, 2016 seconded by Mr. Gagner. Motion passes unanimously.** October 3, 2016 minutes sent to commission on 2/14/17 to review

**Mr. Spiewak made motion to approve minutes from October 25, 2016 seconded by Mr. Gagner. Motion passes unanimously.** October 25, 2016 minutes sent to commission on 2/14/17 to review

**Mr. Spiewak made motion to approve minutes from September 22, 2014 seconded by Mr. Gagner.**

**Motion passes unanimously.** September 22, 2014 minutes sent to commission on 2/15/17 to review

**Mr. Spiewak made motion to approve minutes from March 21, 2016 seconded by Mr. Gagner. Motion passes unanimously.** March 21, 2016 minutes sent to commission on 2/21/17 to review

## II. Administrators Report:

Sewer billings will be mailed Wednesday/Thursday. Commitment will be available for signature at the town hall Wednesday and Thursday until 5pm.

22 Main Street is being connected to water

Treehouse Brewery would like to meet with the commission on March 13, 2017 7:30pm - Scheduled

## III. Appointments:

7:00 – 7:30PM Veolia MOR (Monthly Operations Report) by Keith Labbe, plant manager reviews MOR–2/24/17 report sent to commission to review

7:30 – 8:00PM Chris McClure from McClure Engineering – started appointment at 7:55pm

Estimate provided to commission as requested by commission at prior meeting.

**Mr. Lemansky makes motion to go forward with McClure's service contract for next 32/33 days, seconded by Mr. Spiewak. Passes unanimously.** Contract signed and returned to Chris.

**Mr. Spiewak makes motion allowing chair to sign contract, seconded by Mr. Berthiaume. Passes unanimously.**

Casella Landfill: **Mr. Lemansky makes motion to approve up to \$5,000 re master plan, seconded by Mr. Spiewak.** Mrs. Craver believes this is part of grant. She will confirm. Chris will continue to work with Mrs. Craver and continue to keep her posted. **Mr. Spiewak makes new motion to approve \$2500.00 to McClure pending \$5000. affirmation of grant and okay for chairman to sign contract, seconded by Mr. Gagner. Passes unanimously.**

School loop expansion: Chris gives copy of contract to commission to sign. **Mr. Spiewak makes motion to approve the Chairman, Alex MacKenzie to sign, seconded by Mr. Lemansky. Passes unanimously.**

## V. Old Business:

N. Sturbridge Rd Pressure test status: Mr. Lemansky says he is stepping down for this one.

Mr. Lemansky said 2 companies are being interviewed as far as pressure test goes. Mr. Spiewak states he has asked the Water/Sewer plant for any information regarding N. Sturbridge to be sent to him for review.

Water and/or Water/Sewer Superintendent: Mr. Spiewak states we received job description from Mr. Wandland to review. Commission not prepared to discuss at this time. Homework assignment for the commission to review and be prepared at next meeting to discuss.

E/M contact person, plan review, signing authority for water: On hold for now

RT 20 water line East end RT 20 resurfacing: Mrs. Craver still in contact with Town Manager of Oxford and will continue conversations with them. Mr. McClure will bring map to next meeting to show commission preferred route.

2018 Budget - 2/24/2017 sent to commission to review

Questions for Commission regarding Sewer budget items for 2018:

1. Does the plant need access to public water?
2. If YES it does eventually and the driveway is to be repaired, a pipe should be laid, even it is only a pipe to lay a pipe to carry water through.
3. What size pipe should be considered?
4. Does the plant need a fire hydrant?
5. The driveway to the plant needs man holes re-worked!
6. The east side of drive way, drainage needs to be rebuilt to allow water to flow south toward the plant and into the brook, has iced over the road in the past.
7. The road loop inside the plant needs reconstruction and paving
8. There is a man hole covered by the fence at the low point of the drive around. Needs to be found again and raised.
9. The two man holes up by the plant need to be repaired and raised.
10. The drain grate by the office door needs to be repaired & raised
11. The walk way ramp to the office is broken and needs to be replaced.
12. The walkway to the head works building needs to be replaced.
13. Some decision relative to the RBC's 1 and 2 need to be made, they are broken and need to be repaired. Expect to have information from Veolia on Wednesday.
14. The buried tank by the head works, what to do with it? Fix, repair, remove or ignore?
15. Meter reading system – as discussed when Mr. Paicos was here, we received 3 quotes in the past to upgrade system. The most expensive hands off system was approximately \$35,000. We still continue to have issues with average of 25 rechecks per billing– not repetitive customers, there were some with zero indications, \$30 bills, Peter has checked on several where disconnect is. Mr. Spiewak asks Mr. Wandland to provide VADAR deficiencies report for next meeting so they can discuss so we can get this fixed. Mr. Lemansky says he is not ready to spend 35k for a new meter reading system.

Water Budget items:

- PRV pit by Oxbow Variety and road needs repair, what to do with it? Fix, repair or ignore? Estimate ( \$12,000.00 ) – we've been aware of issue for several years now.
- Hydrant east bound Route 20 across from the industrial park ( \$15,900.00 )

Registered letter has been sent to owner of vehicle who caused accident approximately 2 weeks ago. We have not received confirmation yet of receipt. Mr. Lemansky suggests possibly having a sheriff serve the letter to the vehicle owner and checking with motor vehicles and sending just a regular letter non-certified. State of NH does not require insurance (where vehicle owner is from) as mentioned at previous meetings, state of Mass requires insurance, NH does not.

Master Water Plan

The plant ordered ten more grinder pump systems per vote last meeting

Status of the water pump station land on Rt. 169: Discuss in Executive Session

Auger still waiting reply from manufacturer

Reminder: Tuesday, March 21, 2017 at 6:30pm, BOS & EDC Selectman's meeting room, they welcome W&S Commission to join them.

VI. New Business:

CoMag pump worn out, not operational, using back up – Keith Labbe with Veolia discussed when reviewing MOR with commission.

Sampler broken, can't rebuild, quote from HACH – quote from HACH was sent to commission prior to meeting for review. (\$3,740.60) – Veolia has discount with HACH.

**Mr. Spiewak makes motion to authorize Mr. Wandland to proceed with quote of \$3,740.60 purchase, seconded by Mr. Gagner. Passes unanimously.**

TOS delinquent bills for water customers, what to do? Town Administrator, Robin Craver requested Mr. Wandland to obtain this information. Mr. MacKenzie asks Mr. Wandland to get TOS's delinquent bill procedure.

Representatives for Casella and Southbridge: Mr. Spiewak is primary point person. Mr. Berthiaume has excused himself from point person due to conflict of interest – waiting to hear back from ethics. Mr. Lemansky volunteers to be second point person. **Mr. Spiewak makes motion to appoint Mr. Lemansky as alternate point person, seconded by Mr. Gagner.** Mr. Berthiaume suggests Mr. MacKenzie as alternate point person as Mr. Lemansky elected term is up in May. **Mr. Spiewak withdraws his motion and makes new motion to appoint Mr. MacKenzie as alternate point person, seconded by Mr. Gagner. Passes unanimously.**

VII. Next Meeting:

March 13, 2017 6:30pm at Town Hall

VIII. Adjourn/Executive Session:

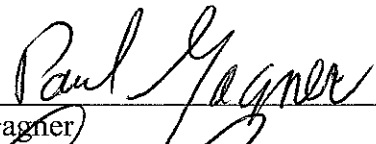
**Mr. Spiewak made motion to enter Executive Session at 8:55pm, seconded by Mr. Berthiaume. Passes unanimously.**


**Executive Session under M.G.L. c. 30A, Sec. 21, #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 #6, to consider the purchase, exchange, lease or value of real estate, if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.** The Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body and that the board will reconvene to open session for the purpose of adjourning.

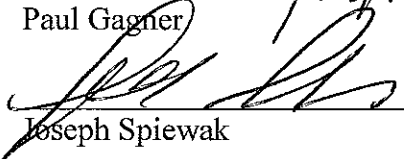
**Roll call vote taken: Mr. MacKenzie – aye, Mr. Berthiaume – aye, Mr. Gagner – aye, Mr. Spiewak – aye, Mr. Lemansky – aye.**

**11p.m. motion to adjourn by Mr. Gagner, seconded by Mr. Lemansky. Passes unanimously.**

Submitted by:  
Administrative Assistant  
Norma Dietrich  
Accepted by:

  
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Paul Gagner

  
\_\_\_\_\_  
Alex MacKenzie

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

\_\_\_\_\_  
Rob Lemansky

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Gabriel Berthiaume