



TOWN OF CHARLTON
Minutes of March 11, 2019
Water/Sewer Commission

Submitted by _____

Date _____

Received by _____

Date _____

Present: Paul Gagner, Rob Lemansky, Russ Jennings, Alex Mackenzie (arrival at 7:00pm) Peter Boria, Sue Guerin

Absent: Jennifer Vaughan

I. Call to Order

Mr. Gagner called the meeting to order at 6:35pm

II. Commissioner's Public Forum

III. Consent Agenda/Warrant/Abatements Approvals as Needed

Mr. Jennings motioned to accept the minutes as printed from February 25, 2019 Seconded by Mr. Lemansky Motion passes unanimously.

Mr. Jennings motioned to accept the warrants as printed in the amount of \$52,286.65 Seconded by Mr. Lemansky. Motion passes unanimously.

IV. Scheduled Appointments

6:40 Cathy Heroux – 66 Glen Echo Shore Rd.

Mrs. Heroux came before the commission requesting an abatement for her sewer invoice. She is presently on flat rate with four bedrooms. Her bill quarterly is \$305.20. She has been a sewer customer for over 20 years. Her house is up for sale and has been vacant with the exception of when it is being shown to potential new buyers. Mr. Boria spoke with her over that phone and suggested she come before the commission seeing he was unaware of abatements given for vacancies.

Mr. Lemansky asked if we had a policy in place for customers who leave for the winter. Mr. Boria stated that metered customers with zero usage are charged a minimum admin fee of \$30.00 per quarter, where there is nothing in place for flat rate users, they are charged regardless. Mr. Boria feels this could open doors for other customers who are on flat rate that leave for the winter. **Mr. Lemansky motions to process abatement for the quarter of Jan-March 2019. Seconded by Mr. Jennings for discussion. Motion passes unanimously.** Mr. Lemansky believes that flat rate customers are paying for the 3 months ahead where metered users are paying for the past 3 months of usage. He asked that it is looked into. Mr. Gagner stated that future abatements will be reviewed on a case by case basis so precedence is not set.

Mr. Boria stated that an abatement will be presented for signature.

V. New Business

44 Old Worcester Rd

Ed Kochling – 47 Hanson Rd present

At our last meeting Mr. Kochling came before the commission in open forum to discuss several concerns regarding the new waterline to be installed. Is L Turner a public road or a private driveway, location of hydrants shown on the Exxon Mobil Water Line plans and the possibility of digging into new pavement. Mr. Kochling attended that last planning board meeting where it was mentioned that it was not a public road. Mr. Boria stated that L Turner shows on the official town map which shows all the roads that we receive chapter 90 reimbursement from the state. As far as the town goes, it is treated as a town road. Mr. Boria's recommendation is; since that portion of the line has not been installed yet, to let Exxon Mobil know about the confusion of private vs public.

Hydrants - Mr. Boria recommends that we wait to see if the plan (for the sub-division) is approved then we can talk with Exxon Mobil. It is hard to discuss/make changes to the waterline design when there is nothing approved.

New pavement - Mr. Jennings stated that there are policy in place; when a road is newly paved it cannot be cut into for 5 years. Mr. Boria stated that if VGG moves forward they can meet with Exxon Mobile and the W/S Commission to discuss their needs and how the connections will be left, which will be put into the design before the road is paved. To do a lot of work before we know it passes does not make a lot of sense. Final pavement will not be completed until next year giving time for things to settle.

VI. Old Business

FY 20 Budget

Mr. Boria discussed the budget of FY20 stating that he received the numbers from the Finance Director and presented the budget for them to review. One change is that all 3 positions will be split evenly between both water and sewer. Expenses are pretty much level funded. Indirect costs reduced, as we reduce our budget those will continue to decrease. Mr. Lemansky questioned the formula for indirect costs. Mr. Boria stated that the amount of the budget is what determines your multiplier for indirect costs.

Mr. Lemansky is not looking to approve the budget tonight, he is not happy with supporting a full time Administrator based on what that person is used for. He also mentioned that indirect cost is based on our budget; if we are under budget do we get reimbursed for that cost? Mr. Boria will ask at the Finance Committee meeting (3/13/19) if we could have the indirect cost based on actual numbers vs proposed budget. Mr. Lemansky would like to continue this at the next meeting as well as discuss continuing with a full time Administrator.

Water Budget - some of the expenses were reduced - Indirect is lower as it is based on our budget. Mr. Lemansky asked if we were up to date on the payments from the TOS. Mr. Boria stated that today we received the payment from the TOS for FY18 IMA payment; Mr. Boria will follow up and confirm we received the 15% of the TOS connection fees. When Mr. Boria meets with the Finance Committee he will advise that the budget was discussed with the commission, not approved as there are questions regarding the indirect costs and personnel.

As a part of the packet, Mr. Boria attached a copy of the general ledger printout listing the 2.68 million dollar balance in RRFA from the Exxon Mobile settlement. Mr. Lemansky read from a news release dated April of 2016 by Mrs. Craver stating the remaining funds shall support the Water Dept. as appropriated at the town meeting. Mr. Boria stated that if they wanted to transfer the money into a different account, they would need to put in an article for the May town meeting. Warrants are due tomorrow 3/12/19 (a place holder) for the annual town meeting. **Mr. Lemansky motions that we have an article that deals with clarifying the language of the remaining balance of the Exxon Mobile funds as referenced in the press release dated 4/12/16 by the Town Administrator, Robin Craver. Seconded by Mr. Jennings. Motion passes with Mr. Mackenzie voting against.**

Water Privilege Fee-

At past meetings privilege fees have been discussed and Mr. Boria is looking for direction so that nothing is missed moving forward. To date, we have not assessed a water privilege fee. Whether we have a connection fee or go with the privilege fee that was previously approved. A connection fee is straight forward and a one time fee that is easier to track. Should we go consecutive we can continue to use that same fee. Mr. Lemansky stated that there was a privilege fee voted on in Oct 2014. Mr. Boria stated that there hasn't been a clear decision made and wants to make sure that everyone is in agreement on how to proceed. Mr. Lemansky feels a connection fee will not be enough and is not good for the future of the department. We will need to have money put aside for future repairs. Mr. Boria feels that no matter what is charged there will never be enough to fund repairs on that system. Mr. Mackenzie stated that line sized is pretty much how most towns charge and the method is cleaner and easy to explain. He also suggested putting more cost on the industrial users. We surveyed approximately 8

towns with them all charging based on size. Mr. Mackenzie asked where is it, in writing, where the break point is, of who owns to what point. This will need to be determined and will make a difference. **Mr. Jennings suggested that we table this for now, look at regulations and define the cost burdens. Mr. Boria will put on the next agenda.**

Superintendent Disclosure

At the last meeting Mr. Boria brought a disclosure to the commission regarding the Green Gold Group. It was discussed but a motion or vote was not taken to accept the disclosure. **Mr. Jennings motioned to accept the disclosure statement made by Peter as presented at the last meeting. Seconded by Mr. Mackenzie. Motion passes unanimously.**

Consecutive Water Supply - Abrahams Group proposal.

Attached in the packet was a copy of the proposal. In the proposal it discusses 3 main topics. It will show the TOS the cost savings as they will no longer have to operate the portion of the distribution system from the Rte. 169 pump station in Charlton. Use the information on their savings to help negotiate a lower fixed rate with the TOS and develop a rate structure based on the negotiated fixed flat rate that will allow us to be financially feasible. If you want to negotiate with the TOS and try to get that fixed rate down, and determine what we will need to charge our customers, this is the next step. Mr. Lemansky stated that once a decision is made to move forward, (being a consecutive water supplier) there is no getting out. There is lots of responsibility.

Mr. Lemansky suggested waiting for the system to be up and running before we go forward and make a commitment.

Mr. Boria stated that there is still some grant money set aside, having The Abrahams Group complete the study will be the next step which will give us the negotiating information to prove the cost savings to the TOS. **Mr. Jennings motions to approve \$9,900 for the study by the Abrahams Group.**

Seconded by Mr. Mackenzie. If approved Mr. Boria will contact the TOS to make sure that they are still on board. Abrahams meeting with the TOS will be step one, then find out what their true savings are and then figure out our rate structure. **Motion passes with Mr. Lemansky voting against.**

Mr. Boria recommends we take the funding from one of our smaller grants, where the funds were given and were set aside. This is where the water rate study was paid from.

Water Line Construction Updates.

Berry Corner Rd. - there is not any work taking place at this time. There is an initial construction meeting scheduled for the end of March.

School Loop - Albanese Brothers plans on having one crew start on L Stevens Rd the week of March 18th. They will have a second crew begin training with Exxon Mobile for their safety protocols. At this time Gerry Foskett will not let them open any other roads until April 1st which is stated on the road opening permits.

Rte. 169 Pump Station – RH White plans on installing the propane tank at the pump station site and starting up the SCADA panel at the water tanks over the next couple of weeks. There is a scheduled pump run test on March 18th which Chris McClure is planning on attending in our behalf to make sure it operates as designed. If everything goes well, the pump skid is scheduled to be delivered to the United Buildings the week of March 29. Anticipated delivery of the building and the pump skid to the site is the week of April 19th.

Bay Path and Overlook Pump Stations – there was a very preliminary pre-construction meeting held Monday, March 11th. Bids were awarded by Kleinfelder to Albanese Brothers. They are looking to start the construction in the summertime. The pump stations are designed but aren't ordered yet, and won't be delivered until the end of the summer and they do not want to do much of the site work until they are ready to take delivery of the pump stations. As more information comes out, Mr. Boria will

update the commission. Mr. Boria will ask to prioritize the timing of the Overlook pump station and installing that waterline on their property.

Buffumville Public Water Supply - Peter Newton and Mr. Boria met with the DEP on March 6th to discuss the proposal that was discussed at the last meeting. Marielle Stone confirmed that the scope we are changing to is still funded under the Water Master Plan Grant. Mr. Newton has a driller scheduled to begin the week of March 18th. There should be 8 days of drilling, which will allow us to compile data and make a decision on the properties.

VII. Other Business (unknown at time of posting)

VIII. Next Meeting - March 25, 2019

IX. Mr. Lemansky motioned to go into executive session under M.G.L. c.30A, sec.21 (a) #6. To consider the purchase, exchange, lease or value of real estate, if the chair declares that the open meeting may have detrimental effect on the negotiation position of a public body. Mr. Gagner "the chair so declares"

Mr. Gagner motioned that the board will come out of Executive Committee for the sole purpose of adjournment.

Mr. Mackenzie made the motion to adjourn at 9:20pm. Seconded by Mr. Jennings Motion passes unanimously.

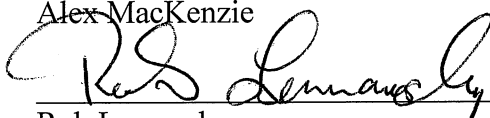
Submitted by:
Sue Guerin
Administrative Assistant

Accepted by:

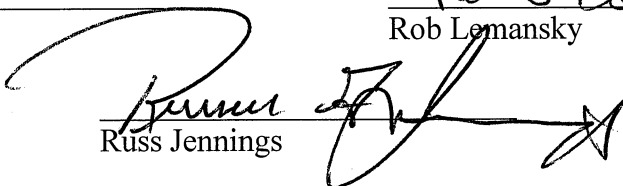


Paul Gagner

Jenn H. Vaughan

Alex MacKenzie


Rob Lemansky



Russ Jennings

Minutes of the meeting March 11, 2019 were approved and signed on 3/25/19.