



TOWN OF PAXTON Water Commissioners Minutes of Meeting

Date: Tuesday, January 15, 2019

Time: 7:00 p.m.

Meeting Place: John Bauer Senior Center, 17 West Street, Paxton, MA 01612

Attendees: John Malone, Commissioner; David Trulson, Commissioner; Rodney Jenkins, Commissioner; Travis Thibault, Water Superintendent; Carol Riches, Town Administrator; Tiffany Sidhom, Administrative Assistant

The meeting was called to order at 7:05 pm.

Minutes

Motion (DT) seconded (JM) to accept the meeting minutes of December 6, 2018. Unanimous, all in favor.

39 Streeter Road

On December 11, 2018, the Water Department contacted the owners of 39 Streeter Road to notify them of a potential leak at their property. On December 28, 2018, said owners contacted the Water Department to state that they found the leak on an outside line to their barn. They asked to have their water bill abated. (TT) advised the owners that they would need to appear before the Water Board to request an abatement; the owners declined.

Gap II Grant - Award Contract

The Water Department received three quotes from electrical contractors to perform the work at the pump station as per the Gap II Grant. The quote from LaFleur Electric was \$31,856. The quote from Gregoire Electric was \$29,990. The lowest quote was from Brown Electric, at \$26,680. Brown's quote is slightly higher than the estimated costs from the audit, which were \$26,384. Motion (DT) seconded (RJ) to accept the quote from and award the contract to Brown Electric. (TT) will contact all three contractors to relay this information and will arrange for Brown Electric to begin the work at the pump station.

Meter Program Update

(TT) reports that as of today, there are approximately 200 new meters installed throughout town. The Water Department is seeing a positive difference both in consumption data and finances. The goal is to have a total of 300-400 meters installed throughout town by June 2019.

Water Superintendent Reports and Updates

This past summer, a resident on Red Oak Street had a contractor working at their property. Said contractor ripped out the service line twice and the Water Department had to go to the property twice to turn the water on/off and make repairs. A bill for \$300 has been sent to the resident 4-5 times since June 2018 and remains unpaid. The Board suggests contacting the Light Department to have the \$300 added to the monthly bill.

On December 28, 2018, the Light Department contacted (TT) to state that the owner of 31 Camp Street was concerned that they had received a bill for their irrigation system meter despite the fact that it had been shut off. (TT) agreed to abate the bill for November, which was a nominal amount.

On January 2, 2019, the Water Department paid \$2,734.34 for repairs to the Water Van which included rebuilding the front end, replacing the steering box and other minor repairs. Additionally, (TT) and David Tardie have been making cosmetic repairs to the van. The van has approximately 140,000 miles on it.

The Water Department has been re-organizing and properly storing all available maps at the DPW garage.

Testing and Samples

On December 7, 2018, backflow device testing was conducted with Toomey Water Services. All testing was successful; there were no failures.

On December 11, 2018, samples were drawn. No reported issues.

On January 8, 2019, samples were drawn. No reported issues.

Safety and Training

On December 10, 2018, members of the Water Department and Department of Public Works met for a Safety Meeting during which a Trench Policy was reviewed and acknowledged by each employee that was present. Having such a policy in place was a requirement of the MIIA grant under which the Department was able to obtain a new trench box. The Departments will hold additional Safety Meetings on other topics every 7-10 days.

On December 18, 2018, Safety Data Sheet manuals and Safety Policy binders were created for both of the Water Department vehicles.

On December 27, 2018, the Water Department received the new trench box (a result of the MIIA grant). Training from the manufacturer was provided to all employees that were present on January 9, 2019.

Water Hookups and Shut Offs

On December 10, 2018, the water was shut off at 508 Pleasant Street. (TT) met at the property with a real estate agent representing the property and determined that the property is no longer occupied, and the heat is off.

On December 10, 2018, a new curb stop was cut into the service line at 177 Grove Street, and the water was shut off at the curb due to the home not being heated.

Leak Detection and Audits

On December 12, 2019, the Water Department resumed leak detection as a service leak was suspected. On January 3, 2019, a leak was found on the service of 5 Birch Street. Said leak is after the curb stop and as such, the owner is responsible for hiring a contractor to repair or replace the service. (TT) left a message with

this information for the owner on January 3, 2019 and heard back from the owner on January 7, 2019, at which time (TT) provided names of local contractors. (TT) left another message for the owner on January 14, 2019. As of today, (TT) has not heard back from the owner regarding when work will be performed. (TT) will continue to communicate with the owner.

On December 18, 2019, a leak audit was performed at 9 Squantum Road at the request of the owner, who was concerned about a high water bill. The Department found that the irrigation system had been shut down and was likely the cause of the leak. The Department suggested re-checking the system again in the Spring.

On December 31, 2019, a leak audit was performed at 2 Jefferson Drive at the request of the owner, who was concerned about a high water bill. Toilets were found to be the source of the leaks.

On January 3, 2019, a leak audit was performed at 124 Richards Avenue at the request of the owner, who was concerned about a high water bill. An outdoor spigot was found to be leaking, but (TT) does not think this was the only source of the leak. The owner will continue to watch his usage and the Department will revisit, if needed.

West Street Water Main Upgrade

(TT) has not heard back yet from Tata & Howard regarding quotes for the West Street engineering. Tata & Howard has suggested that the Town start surveying, which would be necessary for any engineering. (TT) advised that money from future budgets may need to be set aside for surveying costs.

2018 Consumption Data

(TT) provided the Board with consumption data for the 2018 calendar year. The Town has billed out for 74.25% of the water it has pumped from Worcester. When compared to recent past years, the Town is pumping about the same amount of water but billing out for slightly more.

FY19 Budget

The Board reviewed the water accounts, receipts and expenses to date.

Request to Borrow from Water Enterprise Fund

(CR) presented a letter from the Treasurer/Collector to the Board which requested to borrow \$300,000 from the Water Enterprise Fund to pay the Wachusett Regional School District. Said letter stated that the money would be returned to the Fund on or before February 28, 2019. Motion (DT) seconded (RJ) to permit the loan to the Treasurer/Collector under the stated conditions. Unanimous, all in favor.

Next meeting tentatively scheduled for February 12, 2019.

Motion (DT) seconded (RJ) to adjourn meeting at 7:57 p.m.

Respectfully submitted,



Tiffany Sidhom, DPW Administrative Assistant

Accepted:



John Malone, Chair