



TOWN OF PAXTON Water Commissioners Minutes of Meeting

Date: Tuesday, February 5, 2019

Time: 7:00 p.m.

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

Attendees: Jack 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 p.m.

Minutes

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

Gap II Grant Update

On January 16, 2019 (TT) notified Brown Electric that they were awarded the job at the pump station as per the Gap II Grant. Mr. Brown stated that he hoped to receive the motors by the third or fourth week in February and would then contact (TT) to schedule the installations.

Meter Program Update

As of today, approximately 220 new water meters have been installed throughout town. A meter has been ordered for Paxton Center School; (TT) advised the school Principal that the Water Department will try to install the new meter during February or April vacation.

West Street Water Main

Tata & Howard provided quotes for upgrading the water main on West Street, as well as a quote for the surveying and engineering costs. (TT) advised that in order to apply for any available grants, the project would have to be "shovel ready" which would require that all surveying and engineering is completed. The cost to complete the surveying and engineering for the entire project is approximately \$110,000. Motion (DT) seconded (JM) to ask at Town Meeting for the Town to allocate \$110,000 from the Water Enterprise Fund to pay for the surveying and engineering of the West Street Water Main project.

Asnebumskit Tank

On January 25, 2019 (TT) contacted Suez regarding their inspection of the Asnebumskit Tank on November 21, 2018. Suez stated that the report is still not ready and they have been back-logged and should be about a month out. (TT) notified the DEP of the delay in receiving the report.

(JM) requests that the Water Department obtain a quote for the cost to replace the Asnebumskit Tank.

Water Superintendent Reports and Updates

Breaks and Frozen Pipes

On January 21, 2019 there was an 8" water main break in front of 755 Pleasant Street. Cold was the biggest factor but ledge, catch basins, and electrical lines all made the break difficult. (TT) stated that not all of the Highway Department employees have adequate winter gear for working on a water break in such cold conditions and requested that the Board approve the purchase of winter coveralls for the employees that do not have them. The Board approves such a purchase.

On January 29, 2019 the owner of 755 Pleasant Street came into the Water Department to discuss the water main break that happened in front of her property and to make sure that the catch basin in front of her property would be repaired in warmer weather. (TT) confirmed that the catch basin would be repaired in Spring and also notified the owner that the Water Department broke a post on her fence during the repair of the water main break and would pay to repair the broken fence post.

On January 22, 2019 the Water Department responded to a call for frozen pipes at Paxton Center School. The Water Department helped to un-freeze the pipes. The water meter was frozen, as well, and the meter body was leaking. The Water Department repaired the meter and ordered a new meter for the School.

On January 23, 2019 the Water Department responded to a call for frozen pipes at a residence on Lancelot Drive.

On January 29, 2019 (TT) spoke with the owner of 5 Birch Street regarding the service break at his property. The owner stated that he could not afford to pay a contractor to make the repair. (TT) contacted both (JM) and (CR) to discuss entering into a payment agreement with the owner under which the Water Department would pay for the cost of a contractor of the owner's choosing and the owner would re-pay the Department via his monthly water bill in equal payments over a period of 12 months. (JM) and (CR) approved such an agreement and both the Water Department and the owner signed same. On January 31, 2019 E.M. Thibault Excavation, Inc. installed a new service at the property.

On February 1, 2019 the Water Department responded to an after-hours call from dispatch for frozen pipes at 623 Pleasant Street. Both (TT) and David Tardie arrived at the property, but no one was there. (TT) contacted the person who called dispatch, who was a representative of the property calling from Georgia. (TT) notified the representative that the water had already been shut off at the property and that the Water Department would be sending them a bill for the after-hours emergency call. (TT) states that the water will not be turned back on at this property until said bill is paid, as well as a fee for turning the water back on.

Annual Statistical Report

On January 28, 2019 (TT) began preparing information for the Annual Statistical Report. Typically said report is due by February 1st but this year the report will not be available from the DEP until the second or third week in February.

Risk Assessment Survey

In January the Department Heads met with a representative from MIIA who conducted a Risk Assessment Survey of the DPW and Water Department. That representative recommended that a railing, gate and

staircase be installed for the loft above the chemical feed room at the Maple Street Tank. (TT) states that the representative did not have time to visit the pump station during her audit.

Emergency Response Plan

Tata & Howard provided a quote of \$6,500 to update the Water Department's Emergency Response Plan. (TT) states that the Department's current plan is approximately 15 pages long and recommends that the Department update said plan. The Board requested that (TT) ask Tata & Howard for a better price on the quote.

Additional Information

(TT) states that the Highway and Water Departments continue to hold regular safety meetings and that they are well-received by the employees. Records of all such meetings are being kept.

The unpaid invoice of \$300 owed by the owners of 17 Red Oak Street for two breaks to the water main that occurred as part of a contractor working at their house has been added to their monthly water bill by the Light Department.

(TT) estimates that there is another service break somewhere in the system, resulting in 15,000-20,000 gallons of water lost per day. The Water Department will be performing leak detection to try to locate the leak.

FY19 Budget and Water Usage

The Board reviewed the water accounts, receipts and expenses to date. The Board also reviewed the water usage for 2018. (TT) states that 100,151,269 gallons were pumped in 2018 versus 97,121,782 in 2017. In 2018 unaccounted for water was 21.51% which was just about the same in 2017.

FY20 Budget

(TT) states that he hopes to have preliminary budget information for FY20 at the next Board meeting.

Next meeting tentatively scheduled for March 7, 2019.

Motion (JM) seconded (DT) to adjourn meeting at 8:00 p.m.

Respectfully submitted,

Tiffany Sidhom, DPW Administrative Assistant

Accepted: _____
John Malone, Chair