



# **TOWN OF PAXTON**

## **Water Commissioners**

### **Minutes of Meeting**

**Date: Wednesday, March 13, 2019**

**Time: 7:00 p.m.**

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

Attendees: Jack Malone (JM), Commissioner; Rodney Jenkins (RJ), Commissioner; Travis Thibault (TT), Water Superintendent

Absent: David Trulson (DT), Commissioner; Carol Riches (CR), Town Administrator

The meeting was called to order at 7:05 p.m.

#### **Minutes**

Motion (RJ) seconded (JM) to accept the meeting minutes of February 5, 2019.

#### **FY20 Budget Presentation**

(TT) presented a budget for FY20 of \$1,050,523. Said budget is \$10,756 higher than the FY19 budget. (TT) reviewed the proposed FY20 budget with (CR) on February 25, 2019. Motion (RJ) seconded (JM) to approve the FY20 Budget.

#### **Administrative Assistant**

The FY20 budget provides for an Administrative Assistant to work 15 hours per week for the Water Department (an increase from the 3 hours a week that were budgeted in previous years), as well as paying a portion of the Administrative Assistant's benefits. Motion (RJ) seconded (JM) to approve increasing the hours for an Administrative Assistant to 15 hours per week.

#### **Water Billing**

The Water Billing rate will increase to \$37,353 annually. FY19 will be the last year of the contract. The FY20 contract will need to be reviewed and renegotiated with Paxton Municipal Light Department to continue to provide billing services to the Water Department.

#### **Pump Station**

FY19 is the last year to pay for the pump station (at \$25,000 annually).

#### **Article for West Street Water Main**

An Article will need to be brought before Town Meeting to transfer \$110,000 from the Water Enterprise Fund to pay for the West Street water main design, permitting and surveying. (TT) consulted with (CR) on February 13, 2019 to ensure that all the necessary paperwork has been filed to be able to put forth said Article.

## **Annual Statistical Report**

(TT) finalized and submitted the 2018 Annual Statistical Report on February 26, 2019. The town pumped a total of 100,151,269 gallons of water in 2018, 76.4% of which was sold back to customers. (TT) estimates 2.17 million gallons of water was lost through leaks. The unaccounted for water is 21.4%. 2017 unaccounted for water is 20.3%. Residential gallons per capita is up from 47 GPP/PD in 2017 to 48 GPP/PD in 2018.

## **Sanitary Survey**

A Sanitary Survey was conducted by representatives from the DEP on February 8, 2019. Most of the issues found relate to the Asnebumskit water tank.

(TT) has obtained a rough estimate from Tata & Howard to replace the Asnebumskit tank with a 0.5 million gallon Aquastore tank for \$1,500,000. (TT) has a meeting scheduled with Suez (tank inspection company) on March 26, 2019 to review the November 2018 tank inspection report. During that meeting, Suez will provide the Water Department with a rough estimate to repair the tank. (TT) stated that the Maple Street tank will need to be tied into the SCADA system before the Asnebumskit tank is taken offline for repairs.

## **Water Meters**

315 new water meters have been installed throughout town. (TT) estimates that the profit and gains for the new meters in 2018 is \$17,408.17.

### **Paxton Center School Meter**

On February 22, 2019, the Water Department replaced the 2" water meter at Paxton Center School.

### **23 Monticello Drive**

On March 8, 2019, (TT) determined that the customers at 23 Monticello Drive will be getting a bill for 132,050 gallons of water. The Water Department recently replaced the meter after trying to get access to the property for five months as we had not been able to get readings from their old meter.

## **Service Leaks and Repairs**

### **5 Birch Street**

The Water Department paid the invoice for the new service at 5 Birch Street, which was \$3,022. This amount has been added to the customer's monthly water bill to be paid in 12 installments of \$251.83 within 12 months.

### **8 Birchwood Road**

On February 15, 2019, the Water Department confirmed a leak on the service at 8 Birchwood Road. On February 21, 2019, the Water Department dug up and replaced the service from the corp to the curb and installed a new curb. The service was still leaking after the curb. (TT) notified the homeowners that they are responsible for the repair. The homeowner was in touch with (TT) and Wachusett Landscaping is scheduled to make the repair.

## **Emergency Response Plan**

Tata & Howard is willing to reduce the cost to craft a new Emergency Response Plan for the Water Department to \$5,000 as long as the Department can provide some information such as a contact numbers, critical customer information, spare parts lists, etc.

### **Unionizing**

On February 20, 2019 (TT) and (CR) discussed the unionizing of the Highway and Water Department employees.

### **Training**

On March 5, 2019 (TT) and David Tardie attended Confined Space Training provided by MIIA.

### **FY19 Budget and Water Usage**

The Board reviewed the water accounts, receipts and expenses to date. The Board also reviewed the water usage so far for 2019. (TT) states that in January and February 2019, the pumping numbers were 1 million gallons higher, but 0.5 million gallons less were sold, indicating that we have more leaks in the system. (TT) states that the Department will continue to do leak detection until the issues are resolved.

**Motion (JM) seconded (RJ) to adjourn meeting at 8:10 p.m.**

Respectfully submitted,

Travis Thibault, Water Superintendent

Accepted:   
John Malone, Chair