



Approved: 9/3/2020
(date)

**TOWN OF PAXTON
Water Commissioners
Minutes of Meeting**

**Date: Thursday, August 6, 2020
Time: 7:00 p.m.
REMOTE MEETING VIA ZOOM**

Present: John Malone (JM), Chair
David Trulson (DT), Vice Chair
Rodney Jenkins (RJ), Clerk (via telephone)
Travis Thibault (TT), Water Superintendent
Tiffany Sidhom, Administrative Assistant

Absent: Carol Riches (CR), Town Administrator

The meeting was called to order at 7:16 p.m. (RJ) called in via telephone. All other members attended via Zoom.

(TT) read the Remote Meeting Preamble.

Acceptance of Meeting Minutes

Motion (JM) seconded (DT) to accept the meeting minutes from May 27, 2020.

Reorganization

Motion (RJ) seconded (DT) to organize the Board of Water Commissioners for FY2021 as follows:

John F. Malone, Chair
David L. Trulson, Vice Chair
Rodney S. Jenkins, Clerk

Unanimous, all in favor.

Billings Rendered

Motion (JM) seconded (DT) to approve the June 2020 billings rendered provided by the Paxton Municipal Light Department. Unanimous, all in favor.

New Connections

An application for water service has been submitted for 2 Hemlock Street where a new house is being built. (TT) advises that there is water main already on the road. Motion (RJ) seconded (JM) to approve the application. Unanimous, all in favor.

The homeowner at 6 Hemlock Street contacted the Water Department to inquire about also connecting to town water. The homeowner states that he has high levels of arsenic in his water and his well is failing. Homeowner is requesting to pay the \$5,000 connection fee via monthly payments added to his utility bill. The Board requests that the Water Department first confirm that the homeowner is not typically delinquent in payments. Should the homeowner be in good standing, the Board approves that the homeowner may enter into a written payment agreement to have the payments added to his utility bill for a period of up to three years.

The owner of land at 118 West Street contacted the Water Department to inquire as to whether the Board will let them tie into an existing well on the property rather than tie into town water. The owner states that the house to be built will be set back 600 yards off the road and the cost to run pipe from the street to the house for town water would be prohibitive. The Board requests that the owner first test the quality of the water in the well and provide results to the Board as well as the Board of Health. The owner must show that the water is safe for human consumption. If the results are satisfactory, the Board will consider a one-time waiver of the requirement to tie a newly constructed home into town water and allow the owner to use the existing well on the property.

The homeowner at 25 Lawrence Street contacted the Water Department to inquire about connecting to town water. (TT) states that the water main stops about $\frac{3}{4}$ of the way up the road and that in order to connect this house, roughly 150' of 6" water main and a fire hydrant with fittings would need to be installed. The Board offers that if the customer wants to connect to town water, the Water Department would perform the work and the customer would pay for all materials as well as the \$5,000 connection fee.

SCADA System

Yield Management, the company that services the SCADA system at the pump station, has advised that the SCADA software must be updated. The current software was installed in 1997 and has never been updated. Additionally, it is now impossible to update the existing software as it is no longer supported, and the software is beginning to fail.

Yield Management provided a quote of \$8,870.00 to upgrade the software, including the addition of a voice modem for alarms. The Board requests that (TT) ensure in writing that this software will be compatible with any future upgrades to the system. Motion (JM) seconded (RJ) to spend \$8,870.00 to upgrade the system, provided it will be compatible with future upgrades. Unanimous, all in favor.

Risk and Resiliency Assessment Checklist

The Risk and Resiliency Assessment is a new guideline from the EPA that requires Water Departments to perform an assessment of their entire system and identify any issues that could arise (e.g., tank failure, terrorist attacks, etc.). Tata & Howard previously provided a quote of approximately \$25,000 to perform this assessment for Paxton.

Recently the EPA has reduced their current requirements and is now only asking for municipalities to provide a checklist rather than a full assessment. This checklist must be completed within the next year. Tata & Howard has indicated that they can assist in completing this checklist for Paxton for \$2,000 - \$3,000. (TT) will look further into the requirements and report back to the Board as to whether he will need assistance from Tata & Howard.

COVID-19 Update

Presently, the Water Department does not appear to be experiencing any adverse financial effects from COVID-19. The Department has been able to obtain ample amounts of PPE through both the town and grants. The Department has also received funds from the CARES Act that have provided PPE and allowed the Department to equip an office in the town hall that adheres to social distancing guidelines.

The Paxton Municipal Light Department has continued to waive late fees for customers who may be experiencing financial hardships during this time. The Water Department will continue to do the same and will re-evaluate monthly.

The Water Department will resume its new meter installation program, adhering to all required safety practices. The Department will ask specific COVID-19 related questions before entering a home, and research having the homeowner sign a waiver allowing the Water Department employee to enter. Motion (RJ) seconded (JM) to resume the meter program.

Leak Detection

Through leak detection, leaks on Baxter Drive, Lancelot Drive and Keep Avenue were detected. All three leaks have been repaired or replaced.

Vandalism

There have been vandalism issues at the old pump station and the dam including trash, tearing down signs and a small fire. The Paxton Police Department was notified, and repairs have been made to the gate so that it can be locked again.

Asnebumskit Tank

On July 16, 2020, the Water Department began the drainage work at the Asnebumskit Tank as required by the DEP's most recent sanitary survey. A new road was also laid down. The homeowner who grants the easement for the road was at first unhappy with the materials used, so after discussion, the Water Department resurfaced the road with different materials. The sample tap at the tank was replaced, as well.

Chemical Feed Lines

On August 4, 2020, the lines for the chemical feed burst. New lines had to be purchased and will be replaced.

Lead and Copper Sampling

The DEP has made changes to the lead and copper sampling rules including lowering the limits of lead allowed in water. A new assessment of Paxton's system will need to be performed by September 2021.

Next Meeting

The next meeting is tentatively scheduled for September 3, 2020 at 7:00 p.m.

Motion (RJ) seconded (DT) to adjourn at 8:23 p.m. Unanimous, all in favor.

Respectfully submitted,

Tiffany Sidhom, Administrative Assistant