



Approved: _____
(date)

TOWN OF PAXTON Water Commissioners Minutes of Meeting

**Date: Thursday, October 29, 2020
Time: 7:00 p.m.**

Present: John Malone (JM), Chair
David Trulson (DT), Vice Chair
Travis Thibault (TT), Water Superintendent
Tiffany Sidhom, Administrative Assistant

Absent: Rodney Jenkins (RJ), Clerk

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

Acceptance of Meeting Minutes

Motion (DT) seconded (JM) to accept the regular meeting minutes and the Executive Session meeting minutes from September 22, 2020. Unanimous, all in favor.

Billings Rendered / Water Commitments

The Water Billings Rendered for July, August and September 2020 were reviewed and signed.

Village Road Connection Requests

The Board members reviewed, approved and signed the service connection requests for 9, 11, 13 and 15 Village Road. The contractor building these houses will supply all materials and do all the work to move the fire hydrant. Paxton Water Department will oversee the work.

Asnebumskit Tank Rehabilitation Project

The external work on the tank started this past Monday. Brown Electric and Paul O'Coin pulled the new electrical service to the tank for the mixing system and Brown Electric installed a new 100-amp breaker. The tank mixer control panel has been wired in. SUEZ should be out to install the mixer within the next week. When this work is done, the tank will need to be taken offline for a couple of days and watched every 2-3 hours because the Maple Street tank is not online. The projected time for completion of the external rehab should be within 3 weeks, weather permitting. A new ladder system will be installed once the tank is painted and treated. Additionally, the roof vent will be replaced and man guards will be installed around the hatch way.

Department Reports and Updates

Employees

(TT) states that there is the potential to have a Highway Department employee get his water treatment license and be able to work some hours for the Water Department when needed, including being part of the weekend rotation and being paid a \$200 stipend when he covers a weekend. (TT) recommends paying the employee 2 hours a week from the Water Department. (JM) voiced concerns about budget, and asked that (TT) continue to look into this option and report back with additional details and figures before continuing.

Annual Report

The Water Department's FY20 Annual Report was submitted to the Selectboard's office. A copy was provided to the Board Members to review.

Water Ban / Flushing

On October 8, 2020, the Water Department had to implement a water ban due to restrictions put in place by the City of Worcester because of their drought status. The Water Department was about 1/3 of the way through fall flushing but had to stop because of the ban.

Water Main Breaks

On October 21, 2020, there was a water main break on West Street, in the area of 71 West Street. The Board would like to consider starting the engineering for replacement of the water main on West Street. (TT) reminded the Board that if the project were shovel-ready, he could try to apply for a MassWorks grant. The Board would like updated quotes for the engineering work.

On October 23, 2020, there was a break to the 6" water main on Crowningshield Drive, near the pond before 31 Crowningshield Drive.

Meter Program

The water meter program has been put on hold while David Tardie is out. (JM) asked (TT) to see if there is an external company or person who can install meters for the Water Department and how much it would cost.

Water Usage and Financials

(TT) states that unaccounted water is around 20%. The Water Department is billing out for more than it has previously because of the new water meters.

The Board reviewed the FY21 financials to date. (TT) provided a copy of the DOR-certified retained earnings for FY20, which equaled \$258,248.

SCADA System

All repairs from the damage caused by the lightning strike have been made and invoices have been paid by MIIA. A new telemetry device was installed. R.E. Erickson has been doing some preparations at the tank. The Maple Street tank is sending info to the pump station. (TT) states that it is now to the point where a major change to the SCADA system is needed. (JM) would like a quote from R.E. Erickson for the cost to upgrade.

Next meeting tentatively scheduled for November 19, 2020.

Motion (JM) seconded (DT) to adjourn at 8:02 p.m. Unanimous, all in favor.

Respectfully submitted,

Tiffany Sidhom, Administrative Assistant