



Approved: \_\_\_\_\_  
(date)

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

**Date: Tuesday, April 20, 2023**

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

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

Present: John Malone (JM), Chair  
David Trulson (DT), Vice Chair  
Rodney Jenkins (RJ), Clerk  
Travis Thibault (TT), Director of Public Works  
Tiffany Sidhom, Administrative Assistant

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

**Meeting Minutes**

Motion (JM) seconded (DT) to accept the regular meeting minutes from the March 21, 2023 meeting.

**Approval of March 2023 Billings Rendered**

The Board reviewed and signed the March 2023 Billings Rendered.

**Billing Contract with Paxton Municipal Light Department**

The Board reviewed the billing contract proposed by the Paxton Municipal Light Department. Language was added to paragraph one regarding prior notice and mutual agreement if any changes will require additional finances above and beyond the contracted prices for each fiscal year. Motion (RJ) seconded (DT) to accept the contract and have (TT) sign. Unanimous, all in favor.

**West Street Water Main Project Update**

Engineering for all three phases has been completed. (TT) has submitted feedback and change requests to Tata & Howard. Remaining ARPA funds allotted for the project are being used to contract Tata & Howard to apply on the Town's behalf for a MassWorks grant.

**Old Business**

The plastic water main at Kettlebrook Golf Course was shut down to check for leaks; none were found.

The Department is still waiting to hear back from the Town's Emergency Management team regarding the requested changes to the Emergency Action Plan for the Asnebumskit Dam.

Madigan, the dealer doing the upfitting on the new water pickup truck, says they still expect to wait 4-6 weeks for the cap to be in. When it arrives, they will begin upfitting the truck.

### **New Business**

The Board reviewed the FY2023 financials to date.

### **Director Updates and Reports**

On March 22, 2023, the Department submitted a claim to the Town's insurance company for a hydrant that was hit on Route 122 during a winter storm. The Town's insurance company does not cover those types of claims, so (TT) will reach out to HydraTech to process the claim with the operator's insurance company and perform the work.

On March 27, 2023, Peter DeFlorio and Andrew Clark attended a class on the revised lead and copper sampling rules that will be going into effect. The Department will be in excellent shape for the new requirements because of the detailed information that has been collected on meter slips for each property during the recent meter upgrade project.

On March 30, 2023, all necessary repairs were made to the valve at the Asnebumskit Dam. The valve was able to be closed and the reservoir is re-filling.

On March 31, 2023, (TT) submitted the Annual Statistical Report to the DEP. Unaccounted for water was at 23.3% for 2022; Residential Gallons per Capita Day were 47.

On April 7, 2023, the first round of demand letters were sent to the remaining 56 properties where new meters need to be installed. Second demand letters will be sent via Certified Mail. Shut-offs will occur for those who do not respond. As of today, 1,281 new meters are installed.

On April 12, 2023, the City of Worcester contracted Toomey Water Services to test the master meter in Paxton. The meter was found to be 100% accurate.

The Department received an acknowledgement letter from the DEP stating that the reservoir is registered for another ten years (to expire in 2033).

Spring hydrant flushing began this week.

### **Next Meeting**

At the next meeting, the Board would like to discuss the possibility of raising rates and would like to review all information pertaining to the current rates (including tier structure) and what anticipated costs are.

Next meeting date to be determined; some time in May 2023.

Motion (RJ) seconded (DT) to adjourn at 7:50 p.m. Unanimous, all in favor.

Respectfully submitted,

Tiffany Sidhom, Administrative Assistant