



Approved: 10/4/2023
(date)

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

Date: Thursday, June 29, 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
Travis Thibault (TT), Director of Public Works

Absent: Rodney Jenkins (RJ), Clerk

The meeting was called to order at 7:00 p.m.

Meeting Minutes

Motion (JM) seconded (DT) to accept the regular meeting minutes from the May 25, 2023 meeting.

Approval of May 2023 Billings Rendered

The Board reviewed and signed the May 2023 Billings Rendered.

Meter Program Update

There are approximately 12 old water meters that still need to be replaced. (TT) reached out to MWWA to see if water service can be terminated for customers who do not allow the Department in to swap the meter. (TT) needs to find out if it is in the town's by-laws to do so, or if it is just the Department's Rules and Regulations.

2022 Consumer Confidence Report

The 2022 CCR was submitted to the DEP and all other required parties, and copies were posted throughout town, as well as on the Town's website. The Board was provided with copies, as well.

West Street Water Main Project Update

The Board reviewed the plans provided by Tata & Howard. The application for the Mass Works grant was submitted on the Town's behalf by Tata & Howard on June 2, 2023. The application

included the OneStop for Growth grant, which includes 12 grants in one. An approval or denial should be received by November 2023.

Discussion of Water Rates

The Board reviewed a copy of the current rates, and discussed billings rendered, current financials and what revenue has been for the last 12 months.

Old/New Business

None.

Director Updates and Reports

On May 25, 2023, Conte Excavating began replacing $\frac{3}{4}$ of the service line at 18 Brooks Road; the project was completed on May 30th. On May 31st, the line broke in the road and the Department had to dig up and replace the service from the main to the curb stop. A meter pit was also installed near the edge of the road.

Spring hydrant flushing was completed on June 8, 2023. It is estimated that the new, electronic system of data entry saved about two weeks of Andrew's time and about 7 days of Tiffany's time, coming to a total of \$3,450.56 in savings.

On June 9, 2023, the 2022 Consumer Confidence Report was submitted to the DEP.

On June 15, 2023, the Department hosted a line location and leak detection class for local water operators at the Public Safety Complex.

On June 27, 2023, the Department dug up and replaced the curb stop at 12 Glen Ellen Road to be able to replace the meter.

On June 28, 2023, the new water pickup truck was delivered. There is a list of issues, and the truck will be brought back to Madigan to fix them.

On June 29, 2023, (TT) conducted annual reviews for Andrew Clark and Peter DeFlorio. Andrew has been doing an excellent job, obtaining all licensure possible and being a dedicated, hard-working employee. Since the budget will not allow a merit raise for Andrew at this time, (TT) would like to offer that Andrew be able to take the Department's 2018 Chevy pickup home. Andrew is on-call every other weekend and is often the first one in for emergencies, preparing all necessary materials. Motion (JM) seconded (DT) to allow Andrew to take home the Department's 2018 Chevy pickup. (JM) asked that a memo be added to Andrew's file to document how pleased the Board and Department are with Andrew's hard work and dedication.

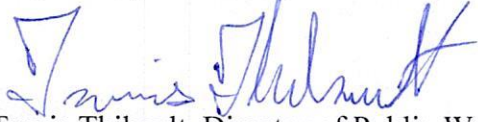
(TT) has spoken again with the Town Administrator about Tiffany's position and a pay increase. The Town Administrator has stated that it is "on the top of her list." (JM) wants to be sure that this is done and wants an update with the Town Administrator's decision.

Next Meeting

Next meeting date to be determined; sometime in August.

Motion (JM) seconded (DT) to adjourn at 7:55 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Travis Thibault", with a stylized flourish at the end.

Travis Thibault, Director of Public Works