



WATER & SEWER COMMISSION

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Minutes of the Water & Sewer Commission meeting 2/3/2016

10:00AM Meeting called to order by Bob Parker
Members present: Bob Parker; Paul Sadeck
Staff present: Steven Chandler and Keven Desmarais

Meeting being recorded by Paul Sadeck

Improvements to Filter Site

- Ryan Trahan posted valve project bid information on Central Register.
- Jack Healy to post on CommBuys.

Update on Excel Recycling

- Nothing to report at this time

DEP Sanitary Survey

- White Water, Inc. is completing the cross connection portion of the survey and will email DEP and us.
- Regarding the residential properties with individual filters, Keven will contact the DEP and let them know that the FW&SC has gained access to all residences and filters are in use.

Budget for FY2018

- Keven Desmarais prepared, and turned in, budget based on his knowledge and the figures from the FY2017 budget.
- Budget includes the capital request of funds for a new vehicle approved by the Selectmen at the Special Town Meeting in fall of 2016.
- Changes may still be made and resubmitted to Kim Fales, Town Accountant.
- Paul Sadeck will review and make changes if he thinks necessary.
- Keven will make copies for Selectmen, Finance Committee, and Accounting for Monday, February 6th.

Annual Town Report

- Keven and Chandler will work on this and send a draft to Bob for approval.

Sewer History and Extension

- Nothing to report at this time

Operational opportunities and billing

- Keven is planning to get GPS equipment up and running when time and weather allows.
- For customers to receive abatement approved by Commissioners, Chandler is drafting a letter and will send to Bob for review and approval. Once letter is approved Chandler will send it along with an updated bill to each customer. Abatements approved and signed today by Bob Parker and Paul Sadeck.
- Chandler requests approval for reduction in charges for customer who experienced a long time (April 2016) leak in plumbing. Customer is currently on Payment Agreement Plan and is behind on that as well. Bob Parker says to leave things the way they are since she is already on a payment plan.
- Going forward all day time meetings will be scheduled for not later than 9:30am.

Customer outreach and service

- Look into the senior work program for possible part-time associate to help with meter reading, etc.

City of New Bedford Water

- Bob Parker and Paul Sadeck will set up an appointment.

Approve Minutes

Cannot approve minutes from January 23, 2017 meeting because Paul Sadeck did not attend that meeting and Brad Paiva is not at today's meeting. Minutes will be approved the next time Brad is in attendance.

Review and Sign Invoices.**Meeting Adjourned**

- Paul Sadeck makes motion to adjourn. Bob Parker 2nd. All in favor. Motion passed. Meeting adjourned.

Next Meeting

- TBA

Respectfully submitted,



Steven Chandler

Senior Clerk, Freetown Water & Sewer Commission