



WATER & SEWER COMMISSION

3 North Main Street . P.O. Box 438 . Assonet, MA 02702
508.644.4000 . Fax: 508.644.2053

Minutes of the Water & Sewer Commission meeting 2/12/2019

Meeting held at Freetown Town Hall, 3 North Main Street, Assonet, MA

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

RECEIVED
FREETOWN TOWN CLERK
2019 MAY -2 PM 12:55
J. Brown

Innovation Way

- Keven Desmarais turned off water and lined drained. No leak at the moment.
- Bob Parker will speak to David DeManche, Town Administrator, about how Town will get the knowns leak(s) repaired.

Land at Ashland/ISP

- Bob Parker called Eric Morin, Ashland, but he was away for the week and Bob has not called back.

Assonet Sewer Extension Study

- Keven Desmarais met with Environmental Partners Group (EPG) representatives and Todd Bodeau, Property Manager for Keypoint Partners, at the sewer lift station located at Stop & Shop.
- EPG was able to gain more knowledge of the system in place in order to continue to make progress on the Study.
- Keven will email Andrew from EPG and ask if he has an ETA for study to be completed.

Billing

- Chandler reports that because of the "Reminder/Intent To Shut Off" notices that were mailed to customers (as directed by Commissioners in last meeting) on January 15th, payments have been received. In total were 23 accounts who fit the Commissioners criteria for receiving a notice. 2 signed up for payment agreement, 1 was already in a payment agreement, and 3 remain outstanding.
- Next step is a 2nd letter with a shut off deadline for those who have not yet paid.
- Commissioners direct Chandler to continue this process for accounts with a past due balance of \$250.00 or more.

Budget

- FY2020 budget was approved at last meeting and nothing else to report.

Operator Equipment

- Keven Desmarais, Operator, made a list of tools needed and submitted it to Bob Parker. Bob has added to the list and requested a date and time to go purchase equipment. Tuesday, February 19th at 10:00AM has been decided.

Office Equipment & Supplies

- Chandler needs to order a box of pre-posted business envelopes.
- Chandler needs a new office chair, the existing one drops down on its own, and will get pricing and send to Commissioners.
- Brad Paiva makes a motion to approve the purchase of a new chair. Paul Sadeck 2nd. All in favor. Motion carried.

Regular Business

- Approve minutes:
 - Brad Paiva makes a motion to approve minutes from 1.10.19. Paul Sadeck 2nd. All in favor. Motion carried.
- Abatement:
 - Quarterly abatement for Fire Station. Paul Sadeck makes a motion to approve.
 - Brad Paiva 2nd. All in favor. Motion carried.
- No bills today.
- Paul Sadeck makes motion to adjourn at 10:00AM. Brad Paiva 2nd. All in favor. Motion carried.

Respectfully submitted,



Steven Chandler
Senior Clerk
Freetown Water & Sewer Commission