



WATER & SEWER COMMISSION

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Minutes of the Water & Sewer Commission meeting 09/29/2016

7:00 PM Meeting called to order by Bob Parker
Members present: Bob Parker; Brad Paiva; Paul Sadeck
Staff present: Steven Chandler; Keven Desmarais
Guest: Ryan Trahan, Environmental Partners Group

Meeting is being recorded by Chandler
No members of the public attending.

Filtration Site

- Ryan Trahan presents updated valve project plans.
- Vault location to be moved due to existing utility lines. The new location of the proposed vault gives the FWSC an opportunity to save some money with the access door. Because the slab and access door do not have to bare the weight of a vehicle less expensive options may be chosen bringing the cost from \$17,000 down to about \$12,000. The difference should cover the cost of the pipe being installed.
- Ryan discusses the process of sending project out to bid (which EPG will do) and estimated project cost: updated estimate with more piping, cost of valve, tapping sleeve and valves, excavation items, pavement for trench, fittings, vault, and loam and seed items. Miscellaneous items i.e. contractor must provide proof of bond and insurance. Contingencies.
- Paul Sadeck makes a motion to proceed with presented plan. Brad Paiva 2nd. All in favor.
- EPG will now move forward and draft a final plan which will take about a week.
- Due to the prime bidding period being January/February, lack of need for filters being on before late spring, and unreliable weather in winter, the project can be done in the spring. This will also help in getting the valve set correctly.
- Because AirGas located at Ridge Hill Road, Assonet, is directly affected by the valve project, the FWSC will contact Brent L'Heureux at AirGas and see if their insurance will allow them to get an occupancy permit knowing the new valve project will absolutely be done in spring.
- Ryan has yet to hear from DEP.
- Ryan Trahan leaves meeting.
- Brad Paiva feels that the FWSC should proceed with land acquisition near the filter site for the future of the Town's water and sewer systems. Bob Parker will contact Ashland representative when he comes back from vacation; Chandler will get the phone number to Bob.

New Bedford Water

- Bob Parker will set up a meeting when he gets back from vacation to make a connection in person and talk about payment being made for previous year's balances.

Radio Read System

- Chandler has been in touch with Sean Boccia at HD Supply. Still no date set to receive equipment and training. Chandler to follow up until we receive a date of acquisition and for training.

FWSC Vehicle and Repairs

- Selectman Paul Sadeck explains that the article was taken off the Warrant for the Special Town Meeting because the vehicle is considered a Capitol Improvement and is the responsibility of the Town, therefore, the expense of purchase should come out of the Town's budget and voted on at the Annual Town Meeting.
- Paul states that if the Article did not state that the vehicle was unsafe, couldn't get inspected, and will cost \$5,000 to get it fixed. If there was an explanation justifying the need for a new vehicle the FWSC would have received a different result.
- Chandler did include in the Article, "The current vehicle is a van from 1998 and is costing a great deal in repairs; is not safe in the winter weather, and no long meets the needs of a growing department." "The Water Commissioners have determined that a new vehicle that is safe and functional is necessary for the daily operations of the Freetown Water & Sewer Commission." But because the need was not presented in a way that would appear urgent listing the repairs needed and that it would not pass inspection, it was removed from the Warrant.
- If the Board of Selectmen had more information it would have passed for the STM.
- Keven Desmarais states that the vehicle will not pass inspection due to body issues but is not up for re-inspection until August 2017. The heating core is shot so the repairs need to be done before winter hits.
- Repairs will be paid for by the Town with a request to the Finance Committee who can approve funds needed from the reserve account.
- While repairs are being made and vehicle is off the road, Keven will borrow a vehicle from the Highway Department.
- Paul suggest that Keven look at the existing budget and determine which repairs to the van can be done.
- Paul makes a motion to have \$50,000 put into a reserve account for the use by the Freetown Water & Sewer Commission. Brad Paiva 2nd. All in favor.
- Chandler to send an email to Kim Fales with decision and vote of the Commissioners regarding \$50,000 for a reserve account.

White Water Reports

- Every three years we take samples from residential and day care facilities to test for copper and lead. Results came back excellent for both. All participants were notified of the results by mail.
- Upon chlorinating the incoming water and flushing at the filter site in Assonet, testing showed Coliform, present; E Coli or fecal, absent. After a second test two days later test results came back absent of Coliform, E Coli, or fecal.

Implementing Fee

- Commissioners feel that a separate fee to inspect service line repairs is not necessary and Paul Sadeck does not want the customer to incur another fee.
- Keven requested and received permission from the FWSC to inspect service line repairs when the department is notified.

Collecting Revenue

- Chandler drafted a letter to send to customers with balances from a prior fiscal year. This letter explains that if accounts are not brought up to date the Freetown Water & Sewer Commission will send accounts to lien. The letter also outlines what the lien process entails and what it means to have a lien on one's property.
- Chandler has drafted a demand letter to send to customers who have balances of over \$1,000 that have not been paid during prior fiscal years and who are not enrolled in the Freetown Water & Sewer Commission Payment Agreement Plan. Send this letter as certified mail.
- Commissioners approved use of both letters as outlined.

Clerical

- Commissioners authorized a refund check to customer who overpaid due to clerical error.
- Commissioners approved and signed purchase orders for annual budgeted amounts to be placed on file for vendors with whom the Freetown Water & Sewer Commission has an ongoing contract. White Water, City of New Bedford, City of Fall River, etc.
- Kim Fales, Accountant, has requested a letter explaining sole service for using Evoqua and not sending charcoal replacement service and supply to other companies. Keven explains that other companies have been approached and they only provide the charcoal but no the service to change it out. Keven will write the letter.

Sign Bills

- Evoqua charged the Freetown Water & Sewer Commission the same amount as previous year however, because of a breakdown in their equipment the department was forced to pay for technicians and equipment from other vendors for a second day. Commission Chair, Bob Parker will contact Evoqua and request a reduction in amount charged.

Minutes approved

- Paul Sadeck makes a motion to accept and approve the minutes from September 15, 2016. Bob Parker 2nd. All in favor.

Brad Paiva makes motion to adjourn meeting. Paul Sadeck 2nd. All in favor. Meeting adjourned.

Next meeting will be Thursday, October 13, 2016 at 7PM at Council On Aging

Respectfully submitted,



Steven Chandler
Senior Clerk, Freetown Water & Sewer Commission