



WATER & SEWER COMMISSION

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Minutes of the Water & Sewer Commission meeting 7.22.22

Meeting held at Town Hall, Assonet, MA

9:00AM Meeting called to order by Bob Parker
Members present: Bob Parker; Paul Sadeck
Staff present: Steven Chandler
Member not present: Keven Desmarais
Staff not present: David Thibodeau

Meeting being audio recorded by Paul Sadeck

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2022 AUG 30 AM 9:57

Excel

- David Thibodeau has been reading the new hydrant meters weekly as directed by the Commissioners.
 - This is to be able to come up with an estimate of water used for misting machines.
- Paul Sadeck asks Chandler to bill for the three hydrant meters and the two regular meters at the same time for the FY23 2nd quarter billing.
- Paul wants to send a letter to the Costa's regarding the need to move the meter that is currently in a pit to an inside location per WhiteWater, operators for Freetown.
 - This is because the backflow device should not be installed in a pit.
 - They will have 30 days to make this correction.
 - Paul will draft the letter and send a copy to Chandler.

Permanent Bleeder Project

- Deb Pettey, Town Administrator, put the project out to bid.
 - An interested contractor had asked for a drawing of the details for the structures and layout, but because no drawing/plan was included and is not available, the contractor withdrew their interest in the project.
 - The Commissioners will speak with Deb during their meeting with her Thursday.
 - Paul Sadeck spoke with Environmental Partners about drafting a drawing/plan and was told it could cost around \$12,000. It was decided not to include drawing/plan in bid package.

Independence Harbor

- The Commissioners learned that David Thibodeau had read the wrong meter at Independence Harbor (IH). He and Paul Sadeck went and read the meter in the pit for Crystal Springs (CS) [which is on the same site at IH [and not the IH meter.
 - IH pit is at the top of the driveway near a shed. CS pit is along side the driveway leading up to the shed. The actual IH meter is dead and stopped calculating reads; screen is blank.
 - Paul Sadeck has spoken to Brian Dunning and told him something didn't seem right.
 - He worked on the account and came up with an amount the FW&SC owes to Brian.
 - Paul Sadeck makes a motion to give Brian Dunning a refund in the amount of \$9,209.55 for water and \$41.34 for interest totalling \$9,250.89, based on the fact that the meter is dead, and the wrong meter was used to get the read to enter for the last billing. He makes the motion because since 2015 the reads have been estimated. The amount calculated is based in average usage from actual read between 2010-2014. The average usage was 103 units of water per billing cycle. Paul then reduced the amount by \$25 per billing cycle because there is no actual data, which is how he arrived at the bill. The amount owed for the July bill is now \$2,397.69. Bob Parker 2nd. All in favor. Motion carried.
 - Chandler is to create a process a refund in the amount of \$9,250.89.

Billing

- Paul Sadeck was under the impression that all reads were uploaded electronically into Vadar.
 - Chandler stated that he has had to enter reads manually into Vadar since he began working for the FW&SC 6 years ago. Because of variables like read errors or meters that do not send any signal, plus reads taken manually with the gun, all reads are done this way.
 - Paul said with the new system that will be in place in the future, all reads will be uploaded electronically and will make things easier and be more efficient.
- Regarding a read on Braley Road for 128 Braley LLC, Chandler learned some history from Keven Desmarais.
 - He stated that years ago when the account was set up, the Clerk at the time, Helen, told Keven that the first number on the meter should not be included.
 - This has created a problem because the customer has not been charge for the full amount of the water actually used. A tenant at the property has been filling up water trucks.
 - There are other tenants using water.
 - The most recent read given to Chandler by Paul Sadeck was entered which does not match the actual read on meter. Put account on hold for now and Paul will get usage to Chandler.
 - This will be corrected when the new meters installed in the future.

Rate Increase Letters

- Rate increase letters have gone out to all customers notifying them that as of July 1, 2022 water and sewer rates went into effect.
- Infrastructure Maintenance Fee for commercial sewer customers has been added to the database.

Sign Bills

- Bob Parker and Paul Sadeck signed bills.

Other business that properly came before the Board that was not anticipated:

- Chandler confirmed a one inch meter and hydrant meters with Joe Coulter. Hydrant meters are on back order but he will bring two one inch meters down next week.
- Meter in pit at 86 South Main Street needs to be replaced; estimated since 2015.
- Meter in pit at KRR needs to be pumped out in order to read the meter.
- Chandler let Commissioners know the maps and plans that were scanned by Morgan Records have been returned along with a thumb drive. They are on the shared server for easy access.
- Abatement to reverse a final read fee of \$65 because it was not needed. Paul Sadeck makes motion to abate the fee. Bob Parker 2nd. All in favor. Motion carried.

Paul Sadeck motion to adjourn at 11:05AM. Bob Parker 2nd. All in favor. Meeting adjourned.

Respectfully submitted,



Steven Chandler

Senior Clerk

Freetown Water & Sewer Commission