



# WATER & SEWER COMMISSION

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2023 APR 21 AM 10:01

## Minutes of the Water & Sewer Commission meeting 1.25.23

Meeting held at Town Hall, Assonet, MA

9:30AM	Meeting called to order by Bob Parker
Members present:	Bob Parker, Chairman; Paul Sadeck; Keven Desmarais
Staff present:	Steven Chandler; David Thibodeau
Guest:	Mark Rosofsky

Meeting being audio recorded by Paul Sadeck

### Quanapoag Road Water Customer

- Chandler explained the history of the reads for account and current status.
  - Paul Sadeck will review the charges and recalculate at the rates going back from 2017 to present.
  - Commissioners state the meter needs to come out of the pit and installed per manufacturers guidelines. They will be receiving a new Neptune meter in the future and it cannot be in a pit. Infrastructure needs to be accessible.
- All meters need to come out of pits and installed the structures they service. Paul Sadeck suggests bringing this up at the next meeting to discuss. Keven suggests we determine how many are in pits and where they are located.
  - Send a letters notifying customers the FW&SC needs complete access to meters and infrastructure and to have meter moved inside.

### Meter Replacement Project

- Keven Desmarais states a letter went to customers letting them know of the meter change and it lets them know the technician will have proper identification and a clearly marked vehicle.
- David said they are now aware of this and installer has now has signage on his truck. Badges will be created when the company name changes to Hydro Utilities.
- Keven states that David is being asked to follow the meter install technician around as he goes house to house.
  - David will assist as needed but will get reads done as priority.
  - Keven recommends getting full-time help for David. Hire an operator in training or create a different full-time position. Further discussion will take place at a later date.

- The old meters being replaced are the property of the FW&SC and are not to be disposed of by Winsupply. David set up barrels in trailer for them to be put in for FW&SC. Keven suggests confirming this in an email to Steve Vaccaro of Winsupply.
- Chandler received an invoice for fittings and thought Baystate Winsupply is responsible for providing all fittings needed to install new meters. Chandler will look into this.
- Steve Vaccaro is coming to office tomorrow.

### **FY2024 3<sup>rd</sup> Quarter Billing**

- David Thibodeau began getting reads and Chandler is creating bills.
- Discussion of account 1177R that has unbilled water and based on the actual read shown on old meter when it was changed, the unbilled units were 202. The charges were calculated using the rate at the time the estimated bills were created. The final bill will reflect an abatement in the amount of \$217.90.
  - Paul Sadeck makes a motion to bill customer \$1,880.09 through reading of 1.18.23. Keven Desmarais 2<sup>nd</sup>. All in favor. Motion carried.

### **FY2024 Budget**

- Budget has to be submitted to Town Administration by January 31<sup>st</sup>. Paul Sadeck make a couple changes and will submit when completed.

### **Excel Recycling Water Meter & Backflow Device Replacement**

- They have not been moved yet. Plant manager will call David Thibodeau when the work is completed.

### **Chipaway Pump Station . Generator and Leak**

- Waiting for Deb Pettey, Interim Town Administrator, to send out call to bid.

### **Hydrant Repair and Replacement**

- David Thibodeau touched base with Jim Rezendes but no plan to do work yet.

### **Permanent Bleeder Project**

- David Thibodeau has followed up with Jim Rezendes but no plan to do work yet. They were to be installed by end of year. Bob Parker will call because they need to be installed before April.

### **Equipment Needed**

- David Thibodeau is working on getting some more equipment. Saws-all, metal detector, etc.

### **Approve Minutes**

- Chandler needs the recording from last meeting.

**Sign Bills**

- Bob Parker and Paul Sadeck signed bills.
- Tax was paid on a Home Depot charge and Chandler will contact Home Depot to have it removed.

Paul Sadeck motion to adjourn at 11:13AM. Bob Parker 2<sup>nd</sup>. All in favor. Meeting adjourned.

Respectfully submitted,

A handwritten signature in dark ink, appearing to be 'S. Chandler', with a long, horizontal, wavy line extending to the right.

Steven Chandler, Senior Clerk  
Freetown Water & Sewer Commission