



WATER & SEWER COMMISSION

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Minutes of the Water & Sewer Commission meeting 8.17.23

Meeting held at Freetown Police Station, 15 Memorial Drive, East Freetown

9:40AM Meeting called to order by Bob Parker
Members present: Bob Parker, Chairman; Paul Sadeck, recording meeting;
Mark Rosofsky
Staff present: Steven Chandler, recording; David Thibodeau

Meeting Attendee

- Courtney Thibeault of 17 Nick Drive attended to discuss their recent water bill received last Friday. She thanked David for helping her with information.
 - Courtney presents her calculations of the amount of water they have used and is concerned about the final read on June 10th of 547 units.
 - They found that the toilet in the kids' bathroom was running and had it fixed. The start date of this is unknown.
 - She does not see that irrigation or a running toilet could use that much water.
- Paul Sadeck looks at the Neptune report for the new meter and explains how much water is used for irrigation since June 10h. Courtney takes responsibility for high water for irrigation.
- Paul Sadeck is going to locate the old meter and try to interrogate it to determine when the leak began.
 - We are not able to put billing on hold and once the due date passes interest begins to accrue. The State of MA prohibits municipalities from abating interest on a tax aka water bill.

MA Plumbing Code

- It is the opinion of the Commssioners after reading the code requiring installation of expansion tank as part of the meter install layout does not apply to water departments.

MasterMeter

- The FW&SC will not be executing the open purchase order for the remaining equipment that was ordered before relationship with MasterMeter began to deteriorate. Jonathan Velez left abruptly and MasterMeter never provided us with another rep. July 2022 the Board had Chandler email them to say the project has been put on hold.
- Chandler is to contact Ferguson to find out process for returning [Allegro] reading equipment and new unused meters. After hearing from them, Chandler will let Matt Parent, Accountant, to close out P.O.

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Environmental Partners

- Deb Pettey, Town Administrator, is applying for grant to have Environmental Partners locate all water lines within the system so there are updated and accurate infrastructure maps.

Article for Fall Special Town Meeting (STM)

- Create article in amount of \$30,000. Hydrants service the town and therefore are town infrastructure. Ask David for list of hydrants needed.

Town Clerk . Annual Newsletter

- Chandler lets Board know that Town Clerk is looking for inclusions for their annual newsletter.
- Thank you to customers for their patience during the Meter Installation Project. Chandler to email Board with suggested write up.

Training on Neptune 360 and Vadar

- David contacted Joe Coulter of Ti-Sales and he will let him know when training can be done.
- They need to set up the new tablet to read meters
- Alison of Vadar suggested training on Vadar for Chandler who never got official training, and for anyone else who wants to learn. Board would like this done before December.

Grant for Mapping Water Lines

- *See Environmental Partners above.*

Method for Locating Water Lines in Roadway

- *See Environmental Partners above.*

How to Handle Damaged Curb Stop in Town

- As curb stops that need to be replaced we hire a firm to dig up broken stop and repair/replace.
- David Thibodeau estimated that almost 100 curb stops may need to be repaired/replaced. He will create a list of curb stops and gate valves that need repair/replaced.
- Cost could be \$70-\$100k.

WhiteWater Recent Bill and Alternative Company

- Chandler questioned the most recent bill because it listed overtime. He contacted WhiteWater and they explained that it reads OT but there is no charge for OT. All work performed has been billed correctly.
- WhiteWater has hired help from outside source.
- Chandler got the charge of \$17.01 for the tech to do the reading at town line with our equipment removed.
- Paul Sadeck would like to explore other options for company who does water operations.
- Chandler will look up contract and send to Commissioners.

Chipaway Pump Station. Generator

- Electrician going to go test the generator.
- Chandler received bill from electrician for install work.

Misuse of Hydrants and Town Water Supply

- David Thibodeau will get reading today. Glen Hogan has not been calling David to let him know they are taking water.
- Paul Sadeck saw a truck from Unlimited Powerwashing on the weekend and he stopped, identified himself and asked if they were getting water. The employee said they just finished. Paul asked to see the hydrant meter and he took a photo of it.
- A new water service line will be installed. Chandler sent the information to Glen Hogan.

Innovation Way

- Deb Pettey, Town Administrator, is writing a letter to MassDOT regarding the leak in the infrastructure that needs to be repaired. The Town of Freetown was never involved in that project when it was built so there are no infrastructure maps.

Independence Harbor

- Chandler to write a letter to Brian Dunning showing anylization of usage based on a year of actual bills and letting him know he will receive a rebate. Send letter to Commissioners for approval before sending to Brian.

Meter Replacement Project

- David Thibodeau says there are 11 commercial and 3 residential meters left to be upgraded. Next Wednesday he is meeting Fred's Plumbing to do commercial.
- Regarding 1 Ducharme Avenue, Chandler has reached out to Altisource, property manager, 9 times. This house is bank owned. Water service shut off.
- David is setting up appointments to do the rest of the upgrades with Fred.
- The resident from 10 Nick Drive reached out regarding his bill/usage and David spoke with him. David suggested he look into his irrigation system.
- New meters

Executive Session

- Commissioners did not go into Executive Session. Reschedule for a future meeting.

Sign Bills

- Bills signed

Abatelements

- John Mello abatement based on Paul Sadeck's recalculation of bill based on rate during times of use. The FW&SC did not know there was a meter installed inside John's building the last nine years.
- Chuong Pham abatement based on Paul Sadeck's recalculation of estimated bill based on rate during times of use. Account was inadvertently on hold since Chuong bought house in 2017.
- Mellyssa Maul abatement because transfer meter read was recorded incorrectly by the installer.
- Two accounts to connect to water in future were not put on hold and get billed the \$15.00 quarterly fee.

- Mark Rosofsky makes a motion to approve the abatements for 12 Janice Marie Way, 43 Mason Road, 1 Palmer Court, 8 Nick Drive, 186 ½ Braley Road. Paul Sadeck 2nd. All in favor. Motion carried.

Approve Minutes

- Paul Sadeck makes a motion to approve minutes for 5.30.23, 6.6.23, 6.15.23, 7.10.23, 7.20.23. Mark Rosofsky 2nd. All in favor. Motion carried.

Business that came before the Board not reasonably anticipated:

Procedural Change

- Bob Parker requests that any time Chandler sends an email and needs a response right away to call Bob and let him know..

Mark Rosofsky makes a motion to adjourn at 12:24PM. Paul Sadeck 2nd. All in favor. Meeting adjourned.

Respectfully submitted,

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

Steven Chandler
Senior Clerk, Freetown Water & Sewer Commission