

Minutes of the Water & Sewer Commission meeting 8/28/2018

Meeting held at Council on Aging, 227 Chace Road, East Freetown, MA

6:30PM	Meeting called to order by Bob Parker
Members present:	Bob Parker; Paul Sadeck; Brad Paiva
Staff present:	Keven Desmarais; Steven Chandler

Land at Ashland/ISP

- Bob Parker, Keven Desmarais, and Eric Morin of Ashland, met with Ralph Penney of Penney Engineering, Inc. to discuss 21-E Assessment Report.
- A plot plan with boundaries is needed and Keven has reached out to four companies and waiting to hear back.

Fall River Water Test Results

- Testing in line with Fall River seems to work well and produce the best results.
- Chandler spoke with Net Labs and was told the quarterly results will be sent to Water Dept. by September 4th.

Flushing Lines/Bleeders

- Keven spoke with Jodi Raposa, Director of Treatment & Resources for the City of Fall River, and she recommended that Keven flow as much water as the contract with Fall River allows. Keven has been flowing the 220,000 GPD. He has been in continuous contact with Jodi to make sure both municipalities are on the same page.

Pump Station Maintenance

- Keven Desmarais recommends implementing regular maintenance and have WhiteWater, Inc. take a look to determine what is needed. To his knowledge there has been no maintenance/upgrade since installed in 2004.
- Brad Paiva makes a motion to schedule WhiteWater, Inc. to survey pump station and determine what is needed for upgrading and maintenance and submit a cost estimate to FWSC. Paul Sadeck 2. All in favor. Motion carried.

The Commissioners vote to add certified retained earnings to FY2019 budget.

New Bedford Water Agreement

- Bob Parker states he will reach out to them again.

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Sewer Meter at Town Line

- Currently this meter services Stop & Shop and adjacent subdivision.
- As stated in the most recent Inter-municipal Agreement with City of Fall River, The Town of Freetown is solely responsible for all repairs and maintenance of this wastewater meter.
- WhiteWater has inspected the meter and FWSC is waiting to receive the final inspection report.

Article for Special Town Meeting

- To be submitted:
- Article to reimburse the general fund for indirect costs in the amount of \$4,648.00.
- Article to pay for a prior FY bill that came in July in the amount of \$482.50.
- Chandler to create article to increase expense budget, previously voted in Article 13 of the Annual Town Meeting on June 4, 2018 and continued on June 5, 2018, for four categories in the amount of \$31,500 to be funded from certified retained earnings of the Water & Sewer Enterprise Fund. Funds to be used for maintenance, tools, equipment, meters. Coordinate with Kim Fales, Town Accountant and send to Commissioners for review. To be submitted by September 4 .
- Paul Sadeck makes a motion to submit Articles for Special Town Meeting, October 15, 2018. Brad 2 . All in favor. Motion carried.

Equipment for Truck

- Keven Desmarais needs inverter generator that will fit inside compartment and various pieces of equipment.
- Bob Parker recommends adding two light bars to truck for safety.
- Paul Sadeck makes a motion to increase budget by \$3,000 for truck maintenance and \$3,500 for tools and gear. Brad 2 . All in favor. Motion carried. (Increase included in Article mentioned above).

GPS Training

- Waypoint representative give a date of September 21, 2018 for training. Keven, Paul and Brad will meet that day; Bob is away but will be trained by the three who attend.

Town Auditor's Report

- Chandler had contacted the auditor to ask if he would be willing to meet with the Commissioners to discuss finding of last Management Report and method of attaining information regarding the Water & Sewer Department. There was concern because the auditor had not reached out to the Commissioners to ask any questions before submitting a final Management Report and they state that because the Commission are elected officials, the auditor should be speaking with them to get information.
- During the discussion with auditor, Chandler realized that the report in question was submitted for FY2017 audit and not the most recent audit for FY2018. The audit covers a period from 2016-2017 and most of the stated concerns have been addressed since then. Auditor is willing to meet with Commissioners in the evening sometime. He will be back in town in October or he

will meet sooner if desired.

- Chandler emailed the Commissioners explaining the misunderstanding and the offer from Auditor to meet. Commissioners are okay with meeting auditor when he's back at Town Hall in October.

Working Hours

- Bob Parker asks Keven Desmarais about his time spent doing other things, i.e. union negotiations, etc., and who pays for that time. For Union work during the work day the Town should be applying Keven's pay for his time as indirect costs to each department since each department benefits from Keven's leadership.
- Only work pertaining to Water Department should be done during Water Department hours. Keven has been trying to be diligent about directing people who want him for other departments to contact him after 4PM.

Regular Business

- Approve minutes:
 - August 8, 2018
 - Paul Sadeck makes a motion to approve. Brad Paiva . All in favor. Motion carried.
- Abatements
 - Paul Sadeck makes a motion to approve. Brad Paiva . All in favor. Motion carried.
- Signed bills
- Invoice from MHQ for truck
 - Brad Paiva makes a motion to submit to Selectmen's office for processing. Paul Sadeck . All in favor. Motion carried.
 - Chandler presents form to use when someone wants to apply for a permit from the Water Department to determine if the property owner owes taxes for over 12 months. Applicant would fill out form, get parcel ID from assessor's office, and submit to Treasurer's office. If clear, a permit will be issued. Similar form is used by Building Department. Yes, used form, as outlined in Town by-laws.
- Paul Sadeck makes motion to adjourn at 7:52PM. Brad Paiva . All in favor. Motion carried.

Respectfully submitted,
Steven Chandler
Senior Clerk