



COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

454 COLLEGE HIGHWAY SOUTHWICK, MA 01077

Department of Public Works- Water Division

Telephone (413) 569-6772 Fax (413) 569-5001

Water Commissioners Meeting Minutes

Southwick Town Hall- Conference Room 2 – Hybrid Meeting

Thursday, January 18, 2024 at 6:00 pm

Members in Attendance: Edward Johnson, Chairman
Dave Meczywor, Commissioner
John Cain, Commissioner

Others Present: Randy Brown, DPW Director

Absent: Christie Myette, DPW Office Manager

The meeting was recorded.

The meeting of the Board of Water Commissioners was called to order at 6:00pm.

Public Comments: NONE

Review of the January 4, 2024 Water Commissioners Meeting Minutes.

A **MOTION** was made by Dave Meczywor to accept the January 4th, 2024 Meeting Minutes. This was seconded by John Cain. **MOTION PASSED**

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

One Elderly Rate Application for 13 Granville Road was presented to the Water Commissioners. This application does not meet the requirements of the Elderly Rate as it is a two-family home. In the past if the homeowner separated the water services for the property. The unit that the applicant lives in would be eligible but the other would not.

A **MOTION** was made by Dave Meczywor to deny the Elderly Rate Application for 13 Granville Road. This was seconded by John Cain.

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

DIRECTOR'S REPORT

1. Grouf's Water Leak Services completed a Town-wide leak detection in early December. The final report should be submitted soon. A preliminary list of 9 locations were flagged for potential leaks, many of which have been addressed.
2. On 1/8, there was a water main leak on Castle Street that was repaired by DPW crews.

3. Weston & Sampson CMR plans to start cleaning and refurbishing Well 2 pump and motor in late January or early February.

Work Order Summary was provided to the Commissioners.

OLD BUSINESS

PFAS LITIGATION

Nothing new to report regarding PFAS. We are reaching out to Town Counsel to provide us with feedback. This will be continued until the next meeting.

18 HUDSON DRIVE- WHALLEY

Claim was submitted to DPU after the last meeting. Nothing else to report at this time.

NEW BUSINESS

FY2025 Budget

Randy Brown presented the Budget to the Water Commissioners. The changes to the budget are minimal. The increases are as follows:

Contracted Equipment +\$5,000- This is utilized for Water Breaks where assistance is called in to help make repairs.

Consultant +\$15,000- Taking this amount from the Capital Account- SCADA line item moving to operation as its better suited under the operations line item. Randy is also going to rename the line-item SCADA Maintenance.

City of Springfield- +\$7,000- We are not looking to purchase more water, but the cost has risen so this is to account for rate increases.

Stock Supplies- +5,000- This is to account for the increased cost of these supplies i.e. fitting, copper etc.

Backflow Inspections- Small increase of \$1,400.

Water Meter AMI System- Increase of \$5,000.

Decreases to the Budget are as follows:

Postage- Increased for the HAA5 noticed but that is behind us and we should be able to decrease it to \$10,000.

Disinfection Products- Decreased to \$6,000 as we have not used close to the allotted \$8,000 since the creation of this line item.

Printing of Bills- Decreasing to \$3,000 from \$4,500.

The net increase is about \$8,000.00 more than last year's budget.

The capital account changes are as follows:

Refurbish Well- This is a placeholder until the inspection of the motor and pump for Well 2 is completed. By the time the budget process is complete we should have a better idea of the cost to complete any work needed.

SCADA Maintenance- This was discussed earlier to moving this line item to operations.

Hydrant Replacements- This was reduced last year to balance the budget, but we are looking to increase that back up to \$20,000 totals \$10,000 more than last year.

Future capital projects short, medium, and long term were provided to the Water Commissioners. The projects were listed with a description, estimated cost and the average rate increase to cover that cost. The short-term projects were discussed, the Commissioners were asked if they wanted to move forward with any projects or if we wanted to wait a year. They decided to hold off this year but focus on the short-term projects for next year.

SOUTHWICK VILLAGE

Southwick Village, which is formerly the American Inn, has 40 plus buildings on the property and each building has its own meter. In the fall we passed a Multi Unit Residential Rate Policy which will cap the usage at the tier two rate for building with more than 10 units and elderly complexes at tier one. The Commissioners were given a breakdown of each account by unit and the use and if they irrigate based on historical data. Randy and the Water Commissioners discussed what should qualify for a possible reduced rate. It was agreed upon that only the residential units would be eligible for the lower rate. Any unit that has a mixed use or is used for irrigation would not. Before Southwick Village is eligible all leaks at the property need to be addressed. Randy has been in contact with representatives from Southwick Village and they are now being more proactive about the leak notifications that in the past have gone unaddressed.

A MOTION was made by Dave Meczywor to apply the Policy from November 16th 2023 to the Southwick Village residential properties only without irrigation. This was seconded by John Cain.

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

*Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by John Cain the meeting was adjourned at 6:23 pm.*

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

MEETING ADJOURNED

Transcribed By,

Christie Myette, DPW Office Manager

Ed Johnson, Chairman

David Meczywor

John Cain