



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 Thursday, March 15, 2018

Members in Attendance: Edward Johnson, Chairman
Dave Meczywor
Luther Hosmer

Others Present: Randy Brown, DPW Director
Christie Myette, Office Manager

Guests: N/A

The meeting was recorded.

Sign in attendance sheet was provided for guests.

The meeting of the Water Commissioners was called to order at 6:00pm in Conference Room 2.

Review of the February 15th, 2018 Minutes

A MOTION was made by Dave Meczywor to accept February 15th, 2018 minutes as written. This was seconded by Luther Hosmer. Motion passed.

The Commitment for November was signed by The Commissioners.

One Elderly Rate Applications were approved for the following address: 21 Great Brook Drive.

DPW DIRECTORS REPORT:

1. Tighe & Bond is continuing to design the College Highway Water Main and the Pump Station improvements. A preliminary water main design was submitted on 3/7.
2. Dave M & DPW met with Mass DEP on 2/17 regarding the impacts of the Springfield Water & Sewers proposed modifications to their treatment process which may result in raw, untreated water being delivered to Southwick as opposed to the current treated water. This may require the Town to provide treatment at the College Highway & North Longyard Road pump stations.
3. The annual Consumer Confidence Report has been completed and published in the Westfield Evening News.

4. Christie and Keven prepared the Annual Water Statistical Report. A table was provided to the board outlining 2017's numbers versus 2016 & 2015.
5. In December, DPW submitted a Gap Grant Application for the energy efficient upgrades for the pump stations. Mass DEP is currently reviewing the application.
6. Sensus will be providing an in house training on the new Analytics and RNI software program on 4/12.
7. The new backhoe was delivered on 3/14.

A work order summary was presented to Commissioners.

**APPOINTMENT
NONE**

OLD BUSINESS

FY2019 BUDGET

The Finance Committee and Selectboard is reviewing the FY19 Budget Requests. When Ed and Randy attended the budget hearing Ed asked for an explanation on how the Water Assessment line item is calculated. From FY17 to FY18 the assessment went up by \$17,000.00. The Finance Committee didn't know how this was calculated either. Doug Moglin and the chairman of the Finance Committee are supposed to meet with Ed to discuss further.

231 PONTOOSIC ROAD, WESTFIELD

We have 2 homes in Westfield that we currently provide with water off of the Springfield Water Transmission line that continues on to the pump station at Laro Road. One of those homes are owned by Mitch & Karen Bannish. They are currently building a home and looking to connect to public water. Westfield has a line that serves a subdivision that is north of the Bannish property. For a line to be run from Westfield's existing line would cost the homeowners \$15,000.00 to \$20,000.00. They are asking to connect to the Southwick water line because it is more cost effective and their existing home is already on Southwick Water. Randy mentioned that if they were to connect to Southwick Water they would be responsible for the connection costs and our connection fee of \$1,200.00.

A MOTION was made by Luther Hosmer to connect 231 Pontoosic Road, Westfield to Southwick Water. Dave Meczywor seconded the motion. Motion passes.

CEMETERY SHUTOFF PROCESS

Ed spoke with Jim Fahey who is on the Cemetery Board and they had no issues. Ed also mentioned that arrangements should be made before it gets cold enough to freeze. Jim Fahey was in agreement with this.

NEW BUSINESS

WATER METER READING FEE

About 140 customers have yet to upgrade their water meters. During the last billing in the fall we added a \$25.00 meter reading fee to their bill. We had about 70-80 people call and make appointments after that. The board was asked whether that fee should be increased so that the remaining residents will change their meters over. A postcard will be sent out before reading giving a date they have to upgrade by or be assessed the fee.

A MOTION was made by Dave Meczywor to increase the meter reading charge to \$50.00. This was seconded by Luther Hosmer. Motion passes.

2017 WATER RATE SURVEY

At the budget hearing Mr. Fox asked Ed if the board would consider raising the water rates. Randy has not looked into the numbers but Christie has pulled together some information for water suppliers in the area. Our numbers are a little higher than others in the area but statewide they are on the lower side. Randy will be doing an internal evaluation to see where we are at. Mr. Fox mentioned hiring a consultant to evaluate this. We have not raised our rates since 2013. Randy will provide the results from his internal evaluation at the next meeting.

UPCOMING MEETING SCHEDULE

The Commissioners discussed some dates for the next few meetings due to Luther's scheduled absence.

COUNTRY CLUB WELL SITE

Luther Hosmer brought up the well that is located at the old Southwick Country Club. The well can pump 500 gallons a minute. Luther questioned whether this could be useful to us either now or in the future. He was interested in looking into an easement to this well. The Commissioners asked Randy Brown to look into this in the preliminary plans are out.

*Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by Luther Hosmer the meeting was adjourned at 6:34 pm.*

Respectfully Submitted By,

Christie Myette
DPW Office Manager

Ed Johnson, Chairman

David Meczywor

Luther Hosmer