



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, December 20, 2018

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

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

Guests: None
Absent: N/A

The meeting was recorded.

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

Review of the September 6, 2018 Minutes

A MOTION was made by Dave Meczywor to accept the September 6, 2018 minutes as written. This was seconded by Edward Johnson. Motion Passed.

Review of the October 18, 2018 Minutes

A MOTION was made by Luther Hosmer to accept the October 18, 2018 minutes as written. This was seconded by Edward Johnson. Motion Passed.

The Commitments for October & November were signed by The Commissioners.

The Elderly Rate Applications submitted were approved and signed.

DPW DIRECTORS REPORT:

1. Tighe & Bond is continuing the design efforts for the College Highway Water Main & Pump Station improvement project. Mass DOT issued an access permit for the work to be done on College Highway. Mass DOT relaxed several conditions to allow paving on half of the road and allow plastic pipe, which will save considerable costs. A meeting with ZBA is planned for mid-January to request a setback variance for the pump station.

2. Emil Pustea tested approximately 150 backflow devices so far this fall testing period, 5 of which failed and required retests.

3. Mass DEP conducted a Sanitary Survey of the drinking water system on 12/20. This inspection is performed every 3 years.

4. Keith & Jason finished attending a Drinking Water Operator Class so they can obtain their Treatment Operator License (T-1).
5. Randy is working with Springfield Water & Sewer to develop a new Water Supply Agreement. The current agreement expires on June 30, 2019.
6. The Water Department is working with the Fire Department to evaluate a hydrant marking system which will provide a visual determination of the anticipated fire flows for each hydrant.
7. The new O'Reilly Auto Parts store is under construction at 662 College Highway. The store will utilize the existing domestic service for the new building. No sprinkler systems are being installed.

A work order summary was presented to Commissioners.

APPOINTMENTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

BARNES-GREAT BROOK AQUIFER MEETING WITH PVPC

Randy and Dave met along with Russ Fox and Patty Gambarini to talk about BAPAC Barnes Aquifer Protection Advisory Committee. BAPAC is a group that is made up of communities whose drinking water comes from the Barnes Aquifer. BAPAC is looking to reorganize their committee. During this meeting PVPC explained the services they offer and going forward new services that they are looking to provide which include co-reviews, bylaw changes, trainings, public educations and outreach. Randy is not opposed to looking into this. It will likely be a good resource to guide us through the Water Management Act Permit process. They plan to have a round table meeting with everyone on the committee. The Water Commissioners would like to look into this pursuing this.

FY2020 BUDGET

The completed budget is due in early January. Randy provided The Commissioners with the operations and capital items of the budget. The amounts which were requested this year was a 5% decrease, a level funded and requested budget by line item. No changes were made to the operations. There are a few items that the Accounting Dept. will fill in for utilities. The one item that would like to discuss further with the Selectboard is the Admin expense to the Town. Randy will reach out to set a meeting regarding this. Capital costs have stayed the same and will not change for 2020.

A MOTION was made by Luther Hosmer to submit the FY2020 Budget. This was seconded by Dave Meczywor. Motion passed.

WATER RATE STUDY

The new Water Main and Pump Station Project planned for this year is expected to cost about 5 million dollars. There was concern that this might be out of reach for us to pay for with the rate structure we currently have in place. Randy reviewed the budget from FY16 thru the projected FY24 budget. These budgets were broken up into several categories operations, capital, debt, interest, and other. The total expenses show that in FY21 our budget increases significantly due to the debt from the pump station and College Highway water main. That takes into account debt that is coming off the books in the next few years. But at this point Randy doesn't think that the current rate structure could support this increase in debt and that a rate change is necessary. Randy provided The Water Commissioners with several options of rate increases and showing the projected revenue and the revenue verses expenses.

The Commissioners discussed spacing out the rate increases and asked Randy to run the number and will discuss at the next meeting.

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

Respectfully Submitted By,

Christie Myette
DPW Office Manager

Ed Johnson, Chairman

David Meczywor

Luther Hosmer