



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, May 2, 2019

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

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

Guests: Laurie & Ron Walhovd, 19 Crescent Circle
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 March 21, 2019 Minutes

A MOTION was made by Dave Meczywor to accept the March 21, 2019 minutes as written. This was seconded by Edward Johnson. Motion Passed.

The Commitments for March & April were signed by The Commissioners.

The Elderly Rate Applications submitted were approved and signed.

DPW DIRECTORS REPORT:

1. Contracts for the College Highway Water Main and Pump Station improvements project have been prepared and are to be signed at this meeting and by the Select Board at their next meeting. DPW staff met with Ludlow Construction to discuss the project. Construction is anticipated to start in mid to late June.
2. The Annual Statistical & Consumer Confidence Reports were finalized and published.
3. Water Bills were issued on April 12th and are due May 14th.
4. Christie is working with Munis to finalize the upgrade to the UBCIS software package.

5. The Town is in the process of surveying the North Pond Property for the new water main easement and potential well location. The goal is to complete the survey and sale of the property by early June.
6. Randy worked with Springfield Water & Sewer to develop a new Water Supply Agreement. The current agreement expires on June 30, 2019. The new contract will be reviewed by the Water Commissioners tonight.
7. 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.
8. Emil Pustea completed the spring backflow inspections. He has completed 49 tests this year.
9. MassDEP sent a letter regarding the high HAA5 sample results taken at the College Highway Pump Station in February. The Water Department is being asked to complete an Operational Evaluation Reporting Form with assistance from SWSC. The water was taken directly from SWSC's system before comingled with Southwick water. SWSC officials are currently preparing their response to the various questions.

A work order summary was presented to Commissioners.

APPOINTMENTS

6:15pm- 6:30pm: Edward Nitsch- 3 Beach Road

Mr. Nitsch will not be attending the meeting as he was out of Town and his appointment was cancelled.

6:30pm- 6:45pm: Ronald Walhovd- 19 Crescent Circle

Mr. & Mrs. Walhovd met with the Board to discuss their abatement request for a high water bill. A handout was provided to the Water Commissioners outlining the events at this property with supporting documentation. The Walhovd's received multiple leak notification notifying them of a constant water usage at their property up to 10 gallons an hour starting in September 2018. Mr. Walhovd said that he received the initial postcard but did not find any leaks. He then disregarded any following notification he was mailed. He then received his bill in April 2019 and contacted the DPW Office to discuss. The DPW set an appointment to check the meter and check for leaks at his property. When the Water Department visited the property they first observed the meter for 5 minutes. It was observed that the meter reading did not change and the constant water usage stopped. Mr. & Mrs. Walhovd stated that there must have been an issue with the meter and that when the Water Department was at the property it was fixed. The Commissioners suggested having the meter tested by a third party to determine if the meter is reading correctly. Mr. & Mrs. Walhovd agreed and would contact the office in the morning to make an appointment for a meter change. The Commissioners will follow up at another meeting to discuss the results of the meter testing and rule on the abatement request.

OLD BUSINESS

FY20 BUDGET

The FY2020 budget has been finalized. There were no cuts to items that we requested and the water assessment paid to the Town remained the same.

NEW BUSINESS

COLLEGE HWY WATER SYSTEM IMPROVEMENTS BID

There are 2 contracts to be signed for the Water Main & Pump Station Project on College Highway. First one is an amendment for Tighe & Bond for the onsite services to oversee the project this came to \$474,800.00 which will be billed at an hourly rate. Randy Brown recommended to approve this contract. The second contract was for Ludlow Construction for the construction of the water main and pump station for \$4.127 Million. A consultant was involved in reviewing this contract.

*A **MOTION** was made by Dave Meczywor to accept the Construction Contract for Ludlow Construction. This was seconded by Luther Hosmer and the motion passed.*

*A **MOTION** was made by Dave Meczywor to accept the Construction Phase Services Contract for Tighe & Bond. This was seconded by Luther Hosmer and the motion passed.*

WATER METER CHARGE

On each water bill is a semi-annual charge for the water meter rental. These fees are to cover the cost of the water meter over its lifetime. It has been many years since these fees have been modified and it does not take into account the cost of the IPERL meters. A chart was provided to the Commissioners outlining the cost of the meter and if the meter rental charge was sufficient to pay for the meter over a typical lifespan of said meter.

*A **MOTION** was made by Dave Meczywor to change the water meter charges as follows: 5/8"x3/4" & 3/4"- \$4.00, 1"- \$5.50, 1 1/2"- \$35.00, 2"- \$40.00, 3"- \$50.00 and 4"- \$87.00. This was seconded by Luther Hosmer and the motion passed.*

SPRINGFIELD WATER & SEWER SUPPLY AGREEMENT

This was discussed under the Directors Report. The contract has been finalized and reviewed by legal counsel and some provisions were added for the quality of water that is being delivered to us. This is outlined by minimum treatment disinfection standards that must be met.

MULTIFAMILY ELDERLY RATE

This was brought before the Board for the reason that a resident who says she meets all the criteria for the elderly rate but the dwelling is a duplex. The resident usually rents out one side of the duplex but currently it's vacant. In the past elderly rates have not been given to homes with multiple units because there is no way to differentiate usage in one unit versus the other unit when they are on one service line and the person living in the other unit may not be approved for the elderly rate. The Commissioners discussed this situation and a motion was made.

*A **MOTION** was made by Dave Meczywor to restrict the elderly rate to single family and non commercial properties. This was seconded by Luther Hosmer and the motion passed.*

*Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by Luther Hosmer the meeting was adjourned at 7:05 pm.*

Respectfully Submitted By,

Christie Myette
DPW Office Manager

Ed Johnson, Chairman

David Meczywor

Luther Hosmer