



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- Land Use Hearing Room - IN PERSON ATTENDANCE ONLY**

**Thursday December 9<sup>th</sup>, 2021 at 6:00 pm**

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

Others Present: Randy Brown, DPW Director  
Keven Soper, Water Foreman  
Christie Myette, DPW Office Manager  
Doug Moglin, Select Board

Absent: John Cain, Commissioner

Guest: Andrew Gale, 5 Point Grove Road

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 September 16th, 2021 Water Commissioners Meeting Minutes.

*A MOTION was made by Dave Meczywor to accept the September 16<sup>th</sup> 2021 Water Commissioners Meeting Minutes. This was seconded by Edward Johnson. MOTION PASSED*

Review of the October 21<sup>st</sup>, 2021 Water Commissioners Meeting Minutes.

*These minutes were tabled until next meeting due to Edward Johnson not being present for this meeting.*

The Commitments were signed for October & November.

Seven Elderly Rate Applications were presented for the Water Commissioners. The applicants meet all the necessary requirements.

## **DIRECTOR'S REPORT**

1. Water bills for the 4/1 to 10/1 billing period were due 11/16. 360 customers are delinquent totaling (both water and sewer) \$110,648.61. Demand bills were issued 12/7 and will be due 12/21.
2. On 11/1, The Select Board reviewed the list of ARPA projects recommended by the Water Commissioners and voted to allocate \$600,000 for the transmission main improvement project.
3. On 11/2, MassDEP submitted a letter indicating that the 3<sup>rd</sup> quarter haloacetic acids (HAA5) samples at the Jarry Drive Pump Station were 92 micrograms/liter. An *Operational Evaluation Reporting Form* was prepared indicating the source of the exceedance originated from the Springfield Water & Sewer's system. No further actions are necessary at this time.
4. Bids for the transmission main improvements project to upgrade the SWSC transmission main were opened on 12/2. Bid Summary was supplied to Board.
5. On 12/3, MassDEP conducted a Sanitary Survey of all water facilities and records. A formal report will be issued shortly detailing any items that require a follow-up.
6. The Planning Board received plans for a new 100 unit residential subdivision at 42 Depot Street that would be a large water user. The Planning Board Special Permit hearing closed and approved on 12/7.
7. On 9/24, MassDEP submitted a *Renewal Order to Complete* for the Water Withdrawal Permit renewal. This started a 90 day window for the Water Department and other State agencies to submit clarification and additional information for the MassDEP's review. Randy will be working on items requested of the Water Department. The Water Needs Forecast being developed by Department of Conservation and Recreation (DCR) has not been developed.
8. The owner of 55 Sam West Road has not yet performed the remedies necessary to re-establish the water service which included 1) replace the water service from the curb stop, 2) remove the pipe where the meter should be located and provide a proper setup for a new meter, 3) install a backflow device on the threaded hose bib, and 4) pay for a new meter. After these items are complete, the new meter will be installed by the Water Department.
9. Emil Pustea of Sigma Water Systems continues to perform inspections at backflow devices.

Work Order Summary was provided to the Board.

## **OLD BUSINESS**

### **WATER MORATORIUM**

This is a follow up from the last few meetings. A graph of the monthly water usage from 2016 to November 2021 was provided to the Commissioners. This was reviewed and was in line with historical usage. This will continue to be reviewed until the transmission main improvements are completed.

### **ARPA FUNDS**

This was briefly discussed in the Director's Report. The Select Board voted to allocate \$600,000 in ARPA Funds for the Transmission Main Improvement Project. There may be a possibility for more funds as there will be two allocations to the town. At the last meeting a list of potential projects were made by the Board.

## **NEW BUSINESS**

### **WATER MAIN IMPROVEMENTS**

This was also briefly discussed in the Director's Report. Bids were opened and the low bid was provided by Morais Concrete Services of Springfield in the amount of \$722,500.00. All references have been checked and they meet all the necessary requirements. This project will be paid for by the ARPA Funds discussed earlier as well as additional money that was remaining from the original water main and pump station project. Once the Board make a motion to award then it will be sent to the Select Board to review and award.

*A MOTION was made by Dave Meczywor to award the Water Main Improvement Project to Morais Concrete in the amount of \$722,500.00. This was seconded by Edward Johnson. **MOTION PASSED***

### **NEXT MEETING**

The next meeting was set for January 6, 2022.

## **APPOINTMENT**

### **6:15pm- 220 COLLEGE HIGHWAY WATER ABATEMENT**

This is the Food Pantry Building they are looking for an abatement of \$122.00 which would bring the bill down to what is normally paid. A leak was found in a toilet on the property in the day or two after the leak notification postcard was sent. The Commissioners reviewed the provided documentation and the following motion was made.

*A MOTION was made by Dave Meczywor to award the abatement of \$122.00. This was seconded by Edward Johnson. **MOTION PASSED***

## **NEW BUSINESS**

At the last call for the meeting Select Board member Doug Moglin spoke with the Commissioners to consider changing the meetings from an "in person only" to a hybrid model which would allow for remote participation as well as in person participation. There is new technology in the form of the "Owl" which is being used by other boards. This will be discussed at the next meeting where a full board will be present to discuss and vote on the matter.

*Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by Edward Johnson the meeting was adjourned at 6:24 pm.*

***MOTION PASSED***

Respectfully Submitted By,

Christie Myette  
DPW Office Manager

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Ed Johnson, Chairman

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David Meczywor

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John Cain