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**

**Wednesday, February 8, 2017**

Members in Attendance: Edward Johnson, Chairman

 Dave Meczywor

Others Present: Randy Brown, DPW Director

 Christie Myette, Office Manager

Guests: None

Absent: Luther Hosmer

The meeting was recorded.

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

Review of the December 21, 2016 Minutes:

*A* ***MOTION*** *was made by Dave Meczywor to accept the December 21, 2016 Minutes. This was seconded by Edward Johnson and motion passed unanimously.*

December 2016 & January 2017 Commitments were signed. There were no Elderly Rate Applications.

**DPW DIRECTORS REPORT:**

1. Water Meter Replacement Project there are 3 contracts that are in different stages. Contract 1-Randy and Christie have been in weekly conference calls with the contractor and this will continue into the future. We have been having some issues with the Verizon service. The modem has to be reprogrammed which is located at the tank.

Contract 2- We have been ordering meters and accessories on an as needed basis from TI-Sales and EJ Prescott.

Contract 3- Contractor has been working on Regions 1, 2, 3 & 4 out of 5. One crew can install about 14 to 16 meters per day. They are running behind but will be starting evening and weekend appointments shortly.

2. North Pond Property Land Purchase- Randy has been attending many meetings about the purchase of this land. The Conservation Commission has applied for a Drinking Water Supply Protection Grant in December 2016 for $300,000. Con Com and other are actively seeking funds from other sources such as CPC, donations, etc. Within this property a water line easement and possibly a future well site being reserved.

3. The Water Department has been flushing water lines on Coes Hill Road due to the reports of low pressure and cloudy water. Since the last round of flushing we have had no phone calls since.

4. The budget hearing for the Water Department is scheduled at 9:55am on Saturday February 18th 2017 with the Selectboard and Finance Committee.

5. Keven and Christie have completed most of the Annual Drinking Water Statistical Report. The highlights include 67 residential gallons per capita day (RGPCD) and 8.9% unaccounted for water (UAW).

6. South View Estates Water Bill- Randy has reached out to South View Estates regarding their outstanding water bill. They never received a bill between 2013 and 2016 due to the Town not being aware that the irrigation meter was reinstalled after being taken out of service for the winter. South View Estates admits to having issues with their irrigation system but has yet to pay the bill. Updates will be provided when available.

**A work order summary was presented to Commissioners.**

**APPOINTMENTS**

**Bugbee Road Water Service Line Leak- 6:15pm Appointment**

The appointment was a no show.

**OLD BUSINESS**

**North Pond Property**

This was discussed under the Director’s Report

**36 Tannery Road Abatement**

This abatement was discussed at the last meeting. Since the December 21, 2016 we have had no response from the homeowner.

A MOTION was made by Dave Meczywor to deny the abatement. This was seconded by Edward Johnson and the motion passed unanimously.

**FY18 Budget**

The budget was reviewed at the last meeting. The Board voted to approve the budget except to split the cost of the backhoe equally between Water, Sewer & Highway rather than Water paying the majority. Randy Brown seems to think that this is the only part of the budget that will get some push back.

A MOTION was made by Dave Meczywor to not go above $70,000 for the Water Department share of the backhoe. This was seconded by Edward Johnson and the motion passed unanimously.

**NEW BUSINESS**

**Bugee Road Water Line Leak**

No one from these properties was in attendance. The Board would like to hear from the homeowners as to clarify what they are asking for and a resolution can be pursued. The next meeting will be tentatively scheduled for March 1st at 6pm.

A MOTION was made by Dave Meczywor to table this until the next meeting when the homeowner can be present and a full board is present. This was seconded by Edward Johnson and the motion passed unanimously.

*Dave Meczywor made a* ***MOTION TO ADJOURN*** *this was seconded by Edward Johnson the meeting was adjourned at 6:33pm.*

Respectfully Submitted By,

Christie Myette

DPW Office Manager

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ed Johnson, Chairman

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

David Meczywor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Luther Hosmer