



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 DPW Facility – Hybrid Meeting Thursday, September 7th, 2023 at 6:00 pm

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

Others Present: Randy Brown, DPW Director

Absent: Christie Myette, DPW Office Manager

Guests: NONE

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 May 18th, 2023 & June 15th, 2023 Water Commissioners Meeting Minutes.

*A **MOTION** was made by Dave Meczywor to accept the May 18th, 2023 Meeting Minutes. This was seconded by John Cain.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

*A **MOTION** was made by John Cain to accept the June 15th, 2023 Meeting Minutes. This was seconded by Edward Johnson.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

Fifteen Elderly Rate Applications were presented to the Water Commissioners. These applicants met all the necessary requirements.

*A **MOTION** was made by Dave Meczywor to accept the Elderly Rate Application for the fifteen applicants who meet all necessary requirements. This was seconded by John Cain.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

One Elderly Rate Application for 11 Pine Knoll does not meet the necessary age requirements until November 2023.

It was suggested by Randy Brown to approve it not accept until the next billing cycle.

*A **MOTION** was made by John Cain to accept the elderly rate application to be put into place during the next billing cycle. This was seconded by Dave Meczywor.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

One Elderly Rate Application for a property on Castle Street does not meet the requirements as the applicant is a renter. Ultimately the owner of the property is responsible for the water bill and we do not allow the rate to be given to renters.

*A **MOTION** was made by John Cain to deny the elderly rate application for Castle Street renter. This was seconded by Dave Meczywor.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: Yes

DIRECTOR'S REPORT

1. Christie has been on Maternity leave for the last few months. She will return back to work full time on Monday, September 11th.
2. Water Use Restrictions were lifted on July 3rd due to a return to normal flow levels of the Westfield River. Notices and signs were posted around Town and a Code Red call was issued.
3. The 3rd Quarter samples for tri-halomethanes (TTHM) and haloacetic acids (HAA5) were taken on 8/9 at Jarry Drive Pump Station and the Police Department. Results were low enough where it did not trigger a water quality violation.
4. Town-wide leak detection is scheduled to start in October. This is required every 3 years per the Water Withdrawal Permit.
5. 71 Coes Hill is looking to extend the water main to their property. A private contractor will install the water main sometime in October.
6. Jeff Vedovelli will start performing inspections at backflow devices in the fall for those that require 2 tests per year.
7. The Water Department received a \$213,300 grant thru the Massachusetts Drinking Water State Revolving Fund (DWSRF) Program for a lead service line inventory. This will be discussed in more detail under New Business.

No Work Order Summary was provided.

APPOINTMENTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

LEAD SERVICE LINE INVENTORY GRANT

A proposal was provided to the Water Commissioners from Tighe & Bond for them to complete the third party investigative work for the Lead Service line Inventory. Currently Randy Brown is working on some “housekeeping items” to get the contract approved through the State. In an effort to keep this moving he was looking to get the proposal approved by the Board but not sign the agreement. Once the items are completed with the State we can work on getting the agreement signed. The same approval has to be done by the Select Board as well. Commissioner Cain asked if we have to go out to bid for this work. Randy said that consultant type projects like this do not require a bid be completed, only construction type projects. Tighe & Bond will be going through our service cards, meter replacement records in addition to some site visits to complete the inventory. During those site visits basement inspections would be completed to see what type of pipe comes into the property or vacuum excavations where they dig a small test hole just off the street to ID the material type of service.

Commissioner Meczywor asked what happens if lead service lines are discovered? Are there other grants available to replace lead service lines? Randy Brown said there are a lot of money in this lead program administered by the State to help homeowners replace lead service lines. Currently we are not aware of any lead service lines in our system. In the early 80’s time frame almost all service lines contained lead. Fortunately there are few home built during that time in town. We do a Lead & Copper Survey yearly where we target homes in this timeframe. We have yet to receive any high lead results. Commissioner Cain expressed that the proposal price was too high for what they are offering to do which is go through our records and tell us what we know plus 10 days of onsite work and we will be responsible for material and labor after that. Randy Brown said that MassDEP has this program in place where it needs to be completed step by step.

*A **MOTION** was made by Dave Meczywor to accept the proposal from Tighe & Bond for the Lead Service Line Inventory work. This was seconded by Edward Johnson.*

MOTION PASSED

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

John Cain: NO

Commissioner Cain went on to say that he voted no because he would like to look into the proposal further. There is not enough information that they are billing us for. We don’t have to use the whole grant amount. He is concerned that they are going to come back asking for more money.

SAM WEST ROAD

Commissioner Cain was inquiring whether the service line issue we had where an individual removed the water meter from the property was resolved. We severed the service at the main as the property owner did not remedy the issue.

The tentative date for the next meeting will be June 15th 2023.

*Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by John Cain the meeting was adjourned at 6:17 pm.*

Roll Call Vote:

Edward Johnson: Yes

Dave Meczywor: Yes

MEETING ADJOURNED

Respectfully Submitted By,

Christie Myette, DPW Office Manager

Ed Johnson, Chairman

David Meczywor

John Cain