



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, October 19, 2017

Members in Attendance: Edward Johnson, Chairman
Dave Meczywor

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

Guests: Nichole Salzarulo
Cory Flagg

Absent: Luther Hosmer

The meeting was recorded.

Sign in attendance sheet was provided for guests.

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

Review of the August 3rd, 2017 Minutes

A MOTION was made by Dave Meczywor to table this until the next meeting. This was seconded by Edward Johnson. Motion passed unanimously.

Review of the September 21st, 2017 Minutes

A MOTION was made by Dave Meczywor to table this until the next meeting. This was seconded by Edward Johnson. Motion passed unanimously.

Two Elderly rate applications were provided to the Commissioners one was approved unanimously and one was denied as it is a two family home and the owner of the property collects rent which is considered income from part of the property.

APPOINTMENT

6:15 to 6:30 Cory Flagg & Nichole Salzarulo- 111 Berkshire Ave.

This appointment was in regards to the \$70.00 fee that was added to the water bill at 111 Berkshire Ave as part of the non-payment shutoff process.

The residents of 111 Berkshire Ave said that they should not have to pay the \$70.00 because they were not given 24 hours notice before shutoff and were not properly notified.

A handout including a timeline of the billing was given to the Commissioners as well as the residents of 111 Berkshire Ave. After review of the timeline of events the Water Commissioners

determined that the certified letter went out well in advance of the door knocker being placed on the home and that in fact 24 hours notice was given between the door knocker being placed and the shutoff of the water. The Water Commissioners determined that the \$70.00 fee stands and is to be paid by end of the day on 10/20/2017 or the shutoff process will begin again.

The residents were advised that if in the future they are unable to pay the bill in full then to set up a payment plan with the Tax Collector to avoid the non-payment shutoff process.

6:30 to 6:45 Gerry Porter- Mr. Porter was not in attendance.

DPW DIRECTORS REPORT:

1. Water Meter Replacement Project there are 3 contracts that are in different stages.

Contract 1-The communication system is up and running.

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

Contract 3- East National Water started installing water meter in November 2016 and are currently working in all the regions. The Town-wide completion rate is at about 85%. The appointments have slowed so supplemental notices to homeowners requesting to make an appointment will be sent out. We have about 400 remaining accounts that need new meters. The Water Commissioners discussed additional fees for those accounts that do not make appointments to have their water meter changed over.

A MOTION was made by Dave Meczywor to establish a meter change charge of \$100.00 to be assessed to each property that has not made an appointment by November 17th which is in addition to the \$25.00 charge that will be on the upcoming water bill. This was seconded by Edward Johnson and the motion passed unanimously.

2. The water shut-off process for delinquent accounts occurred in late September. Report Attached.

3. Lead & Copper Testing is complete. This will be discussed in more detail under Old Business.

4. Tighe & Bond is starting the design efforts for the College Highway Water Main and Pump Station improvement project. The first task will be to initiate an application for financial assistance through USDA Rural Development.

5. The proponents of the North Pond property will meet with the Water Commissioners on November 2nd at 6:15pm.

6. The Water Department crews started flushing water mains. The following locations have been done: Feeding Hills Rd (Wells to Agawam Line), North Longyard Rd, Veteran Street, Foster Road, South Longyard Road, and College Highway. Crews plan to continue until the weather is too cold to cooperate.

A work order summary was presented to Commissioners.

OLD BUSINESS

LEAD AND COPPER TESTING

A copy of the report was provided to the Water Commissioners. Every 3 years the Mass DEP provides us with a list of 20 residential and business properties where we need to sample for Lead and Copper. All of our samples came back below the action limit. The DEP looks at the 90th percentile which for lead was 0.0046mg/L (Action level is 0.015mg/L) and copper was 0.164 mg/L (Action level 1.3mg/L). In addition to the residential and business properties we have to take 2 samples from 2 school and or daycare facilities every 3 years. These also came back below the action limit.

NEW BUSINESS

NONE

*Dave Meczywor made a **MOTION TO ADJOURN** this was seconded by Edward Johnson the meeting was adjourned at 6:35 pm.*

Respectfully Submitted By,

Christie Myette
DPW Office Manager

Ed Johnson, Chairman

David Meczywor

Luther Hosmer