

**Minutes of the Meeting of the Board of Water Commissioners**  
**Monday, September 16, 2019**  
**Bell Hill Water Treatment Facility**  
**14 Bell Hill Road**  
**North Brookfield, MA 01535**

**Present:** Tim Nason, Shiela LeBlanc, Rich Kennan and Administrative Assistant,  
Kelly Valeri

**Absent:** Scott Bombard

**The meeting opened @ 6:00 PM**

**Review and approve the minutes**

Ms. LeBlanc made a motion to approve the July 8, 2019 minutes as written. Mr. Nason seconded the motion. The vote to accept these minutes was unanimous.

**Water Usage Discussion for 29 Con Warren Rd.**

Cheryl Lazarick attended the meeting as she had concerns on her high water usage for the last billing cycle. She was in attendance with her son, Christopher. She informed the Commissioners that she had received a water bill in excess of \$780 for this past billing cycle. She was shocked as it is only herself and her son that reside in the home. After a brief discussion, Cheryl did explain that during the winter when it's very cold out, she does have to leave her water running so the pipes won't freeze. Ms. LeBlanc explained this could be part of why the bill was high. In reviewing the water usage history for Cheryl's account, Ms. LeBlanc went on to explain that her billing history for July is always higher than the previous billing cycle, which makes sense as she is running her water constantly in the colder months to avoid frozen pipes. Mr. Kennan, the Water Superintendent, explained to Cheryl that he had spoken to the plumber who she had inspect her house, that there may be a connection prior to the water meter. It was decided by the Board that Cheryl make an appointment to have the plumber and one of our Operators inspect the residence to be sure there is no connection prior to the meter.

**Stiles Presentation of Metering System**

Mr. Kennan introduced Ian Kasowitz from Stiles Co. to the Board members and explained that Ian was here for a brief overview of a new metering system that he would like to see put into place in North Brookfield. After a brief presentation it was decided that we would wait for a full board to vote on whether or not to move forward with the new metering system. The Board members in attendance, as well as Mr. Kennan and Ms. Valeri were very impressed with the technology of the new system. The system would help identify leaks within the water distribution system as they arise. This can be instrumental in helping with unaccounted water and it will also give the Water Department the ability to contact the home owner as soon as a leak is occurring. Both are huge benefits to the Town and the Water customers.

## **Superintendent Report**

- **Elm Street Service Leak**- Mr. Kennan repaired a service leak on 78 Elm Street with Ed Thibeault. Existing copper pipe is an issue as corrosion conditions exist. The intent moving forward is to monitor the line until a leak develops requiring them to replace the whole pipe back to the main.
- **Planning Board Meeting**- Mr. Kennan will attend the next Planning Board meeting looking for their approval prior to continuing with the Watershed Protection Plan.
- **Filter Replacement**– The large screens in the clarifiers were replaced recently. It was a huge undertaking by the Water Department Superintendent and Operators along with a tech from Wes Tech Company. It took a total of 3 days to install new screens, media, etc. The guys all did an excellent job!
- **Hydrant Replacement** – There were two hydrants replaced last month. One on Shore Rd. and one on Green Rd. Another hydrant on Elm Street was going to be fixed however we did not have the correct parts to do so. Certain years require specific parts and they are not always universal. That ended up being replaced as well. All 3 are now fully operational.
- **Water Main Break** – Mr. Kennan informed the Board of a water main break that occurred on Elm Street, Sunday evening around 11:00 on September 8<sup>th</sup>. It turned in to a 2 day event as hydrants had to be flushed due to the break.

## **New Business**

- **Unaccounted Water** – The unaccounted water numbers are high. Mr. Kennan does have leak detection lined up for September. Mr. Kennan believes it could be a combination of leaks and theft. There's no way to tell until leak detection is complete. This is another example of how an updated metering system could help in identifying leaks within the water distribution system. 24 hour monitoring is a huge asset and helps identify issues as they arise so that they do not continue for long periods of time.
- **Loan Obligation** – Mr. Kennan has a plan for when the loan obligation is fulfilled. He would like to tie in Elm Street to Ward Street in the 2021 Budget. Discussion on this will be tabled until all Board members are present.

**Meeting Adjourned at 7:19 pm**

Respectfully Submitted,

Kelly Valeri  
Administrative Assistant