

**Minutes of the Meeting of the Board of Water Commissioners
August 11, 2014
Bell Hill Water Treatment Facility
14 Bell Hill Road
North Brookfield, MA 01535**

Present: **Tim Nason, John Thomasion, James Kularski, Steve Jones
& Kristen Thacker (Secretary of the meeting minutes)**

Absent: None

Guests: Kara Anderson and Michael Hubacz

The meeting opened at 5:59pm.

Review and Approve the Minutes

James Kularski made a motion and Tim Nason seconded the motion to approve the minutes of the July 14, 2014 BOWC meeting. The vote to accept these minutes was unanimous.

Review and Approve the Minutes

James Kularski made a motion and Tim Nason seconded the motion to approve the minutes of the July 23, 2014 BOWC meeting. The vote to accept these minutes was unanimous.

Kara Anderson Abatement request

After reading the meters at the beginning of July, the report for abnormal readings as always done, this one came up. As shown in the historical report, the normal usage for these two building averages between 18,000 and 26,000 gallons per 6 month period. For this past 6 month period the usage was up to 109,000 gallons. Kara Anderson was contacted about this large amount of usage and made an appointment to meet with her to confirm the reading. Andy went and confirmed that the reading was correct. As he was checking the meter he saw the dial moving at a pretty good pace. On further investigation a toilet in the dance studio was running. Once this was shut off, the water flowing through the meter stopped. This combination is classified as mixed use, commercial & residential. The abatement was denied and it was suggested to Ms. Anderson to go to the town collector to set up a payment plan.

Michael Hubacz Abatement request

The meter reading for the previous 6 months showed 10 gallons of usage which required the minimum charge of \$45. They called the office and told Andy that no one had used the water,

that no one was living there. Andy went to the residence to look into the situation. He found that the meter and the ERT matched which eliminates the ERT as a problem. As shown in the history chart, there hasn't been any water usage at this address since before January 2013. That was the last time a bill was sent out. The reading at the January 2013 reading was 497880. It has stayed at this number until the latest reading which was 497890. When Andy was in the cellar checking the meter & ERT he saw a number of broken pipes, meaning nobody is going to use the water in the house until all these repairs are made. He felt that because of this, the 10 gallons probably wasn't used. The abatement was approved.

Doug Blood, request to add repeater to Antenna

Did not discuss. Mr. Blood was not in attendance.

Administrative Assistant Update

Administrative Assistant update – Mr. Thomasion & Mr. Jones went to the Board of Selectmen's meeting 2 weeks ago and speaking for the board of water commissioners, John recommended that Kristen Thacker be hired to be our next Administrative Assistant. The BOS agreed and unanimously approved the hiring of Kristen. This is Kristen's first time here and she will be starting full time on this Thursday, August 14th.

Rosalie Pisarczyk Abatement request

Rose & George Pisarczyk of 33 Shore Rd have called about their water being a rusty brown color. It always clears out by the time Mr. Jones calls them back. The third time this happened Mr. Jones went down to try to figure out the problem. The service line for this house also supplies water to 31 Shore Rd. Mr. Jones ended up turning on an outside faucet that was located prior to the pressure regulator. When turned on full blast the water came out very brown. Mr. Jones notified the neighbors that this was going on and he let the water run until it came clean which took well over an hour. 600 gallons of water was used to clear the line. George Pisarczyk requested an abatement on the cost of the water used to clear the line. The abatement was approved.

North Brook Canal Update

Mr. Jones called Trevor Bruso, his contact person with the Conservation Committee, about our thoughts on fixing the break in the banking for the North Brook Canal. He asked Mr. Jones to come to the Conservation Committee meeting two weeks ago, which he did. Only two members came to the meeting so there wasn't a quorum. Mr. Jones had taken some pictures of the streambed and the breach and described what we wanted to do. They invited Mr. Jones to their next meeting, on August 12th, to describe it to the rest of the committee.

Mr. Jones had the Administrative Assistant check with the Assessor's office to see if there were any rights of ways involved. They did not find any. What they did find is that the town doesn't actually own part of the streambed, from Barnes Rd north, shown on the map. Mr. Jones contacted Dave & Eva Brown, the owners of this land and met them to explain the situation. They understood the problem and Mr. Brown & Mr. Jones walked up to where the breach is and Mr. Brown was agreeable to what the plan is. Mr. Jones told them of the Conservation Committee meeting the following evening and invited Mr. and Mrs. Brown to attend. Mr. Jones emailed Jim Mendala and explained the situation.

Shutoff Report

There is one resident in town whose water is still shut off.

Supt Report

Andy & Mr. Jones have been doing work usually done by the Administrative Assistant since Shiela left in May. Due to this, they are having a hard time keeping up with the work usually done at this time of year. For example, the annual preventative maintenance for the pressure regulating valve was completed last week, about 2 months later than they usually get it done. Also, they have not restarted the GPS mapping program that they started last year. Chances are they won't have a chance to get back to that until next year if the offer is still standing.

Fay, Spofford, & Thorndike, the engineering firm that was hired by the town for the CDBG study has been investigating the town's drainage system in the northeast quadrant. We will be working with them to do some flow tests to determine the condition of the water mains in this same area. As of now, the tests are scheduled for August 21st & 22nd.

There was one water main break this past month. The 6" AC main on Summit Terrace blew on Tuesday, August 5th at 3:30 PM. Since Mr. Jones was still at the treatment plant he was able to shut the main down quickly. They were able to replace the section of pipe that broke and had the water back on by 9:30 PM. They finished up around midnight. They also repaired one service line leak, 2 weeks ago, at 19 Grove St.

Shiela came up on Saturday morning, July 19th and got the billing going. Erika & Mr. Jones finished printing the bills on Monday and the bills went out on July 25th.

The double check on the fire line for the new Valley View building was inspected by Mr. Jones and tested by Ryan Toomey, both passed. The line is now live. The contractors have also connected the original 2" service line to the newer 4" domestic line, the idea being that the lines are looped which avoids stale water in a dead end line.

Mr. Jones received the Capital Improvement list from the Capital Improvement Planning Committee. On the list they have a replacement for the 350 utility truck during FY16 and a

replacement for the 150 pick-up truck for FY2017. There is also the Doane Pond Dam on the list because it is getting older and they have another inspection to complete in FY16.

One of the projects that they budgeted for this fiscal year is to replace the SCADA computer. This computer is now 6 years old, although they did replace the hard drives 3 years ago as scheduled. The SCADA IT Company, LCS, spec'd out the new computer and Mr. Jones has ordered it from Dell. Once it arrives Mr. Jones will be scheduling a time for LCS to come out and set it up.

Respectfully Submitted
Kristen Thacker-Administrative Assistant