

Meeting Minutes
Charlton Water and Sewer Commission
Date: June 8, 2009

Location: Selectmen's Meeting Room - Town Hall

Attendees:

<u>Members</u>	<u>Present</u>	<u>Members</u>	<u>Present</u>
John Elliott, Sr.	Y	Joseph Haebler	Y
Gabriel Berthiaume	Y	Paul Gagner	Y
Robert Lemansky	Y		

Recording of minutes by Carol Goodspeed, Department Assistant

Meeting was called to order by Mr. Elliott at 7:02 p.m.

The Commission reviewed the warrants. **Mr. Haebler: I make a motion to approve the following warrants: P & E Construction, Inc. for manhole repairs: \$6,428.28; Carol Goodspeed for petty cash reimbursement: \$99.68; Verizon phone service for the plant and various pump stations: \$493.93; Woodard & Curran for MTA samplings through March 27, 2009: \$451.46; and Diamond Technical Services for a Scott Instruments Series 4600 gas plus universal toxic gas transmitter: \$1,827.50; seconded by Mr. Gagner; unanimous.**

Minutes of the meeting of May 11, 2009 were reviewed. Mr. Lemansky joined the meeting at 7:08 p.m. **Mr. Haebler: I make a motion that we approve the minutes of May 29, 2009 as printed; seconded by Mr. Lemansky; unanimous. Mr. Haebler: I make a motion that we approve the minutes of May 11, 2009 as printed; seconded by Mr. Gagner; unanimous.**

Mr. Lemansky: I move that we approve the following bills: BT Copy & Print Center for North Main Street print notes: \$25.00; bluewater: \$2,000; Woodard & Curran for the SCADA software: \$2,505.64; National Grid: \$7,493.76; Osterman Propane and other miscellaneous bills: \$935.26; seconded by Mr. Gagner; unanimous.

Mr. Lemansky: I move that we approve the following: invoice from Weston & Sampson for additional engineering in the amount of \$3,284.26 for Phase B: rebid & office services; and \$3,734.24 for Phase C: resident services (part of this was for water line inspection according to explanation attached to invoice); Tighe & Bond for additional engineering services in the amount of \$3,750.00; Woodard & Curran for contract operations for June: \$43,852.41 and MTA samplings for period ending April 24, 2009: \$206.14 for a total of \$44,058.55; seconded by Mr. Gagner; unanimous.

Mr. Lemansky: I make a motion we approve the R.H. White Construction Co., Inc. invoice in the amount of \$27,484.86 for water system – interconnection improvements – payment #1; seconded by Mr. Gagner; unanimous.

With respect to the re-organization of the Commission, **Mr. Lemansky made a motion that Mr. Elliott remain as Chairman of the Commission; seconded by Mr. Gagner; unanimous. Mr. Gagner made a motion that Mr. Lemansky remain as Vice Chairman; seconded by Mr. Haebler; unanimous.** Our administrator indicated that the Commission should have a Clerk. **Mr. Lemansky made a motion that Mr. Haebler be Clerk; seconded by Mr. Berthiaume; unanimous.**

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7:27 p.m. Mr. Senerth from the Masonic Home met with the Commission to discuss his request for 50 additional e.d.u.'s or 10,000 gallons. Steve: This request came as a result of the lifting of the moratorium and the requirement that anyone who requests more than 1,000 gallons must come before the Commission. Mr. Senerth explained that they are looking to expand their facility (10 unit skilled nursing facility). Take the nursing facility and convert it into independent living. He had requested an additional 5 e.d.u.'s last year for water. Existing 112 bedroom units – timetable is 18 months.

Mr. Elliott: You should get plans to us; go to the Building Department; get signoffs and then the Commission will need some time to review everything. Mr. Haebler: have engineers given him 150 gallons per day for the skilled nursing facility?

Mr. Lemansky: The bids were opened regarding the upgrade which will make more space available. Things should get better. Steve: Permits are going for 60 day rule as to tie-in permit. Mr. Senerth: Our expansion has to get Department of Public Health approval and also approvals of other departments. I need something from the Commission to move forward. Mr. Elliott: We can acknowledge this and talk to Steve about getting a letter back to you. Mr. Berthiaume suggested he write something up requesting the allowance of 10,000 gallons and have a 90 day window as to using the capacity or losing it. Mr. Haebler inquired whether we could give preliminary approval. The Commission agreed to table it until their meeting on June 22. Mr. Lemansky: we can make a decision on the criteria we have and the time limit. Mr. Haebler: We need a realistic timeframe. Mr. Berthiaume: We need something in writing from the engineers as to gallonage.

7:42 p.m.: Mr. and Mrs. Russell of 9 J Hammond Road met with the Commission. Mr. Elliott explained that in 2006, someone had told the Russells that there was no ability to get into a high pressure line; and there were no betterments charged at that time in 2006. Five J Hammond Road was allowed to tie in and then 9 J Hammond Road submitted paperwork. In 2008, a letter was sent to the customer indicating that they could tie in. Betterments in Phase I were \$1,500 - \$1,800. The Russells were assessed a privilege fee – they sent us a letter asking for a hearing. Because they said they were denied the ability to tie in and had a failed septic system, they feel they should only have to pay the figure in place in Phase I. Mr. Elliott: We need to get the Russells whatever is their legal right to get with respect to records. We need to be fair; we need to do some research of Phase I and treat them fairly. **Mr. Lemansky made a motion to continue this hearing to our next meeting on June 22; do a little more research as obtaining a specific dollar amount for people who tied in in Phase I; and have our administrator find out the length of the line and existing structures that abut that line as to future exposure; seconded by Mr. Haebler; unanimous.**

Mr. Haebler asked how many high pressure lines we have in town. Mr. Elliott said that every pump station has a high pressure line. The Russell hearing ended at 7:55 p.m.

Steve's Report: We have been keeping the DEP posted as to water line progress; water tank, valve and inspection findings.

Manhole repairs have been completed successfully. Jody sent a letter to P & E Construction, Inc. for their good work. Camera work on North Sturbridge Road was completed. Muggett Hill pump station: one pump seal and bearing failed – bill has come in at \$2,000. Muggett Hill impact study is still on

schedule for the 26th. However, Steve talked with highway today. It does not look like this Muggett Hill will be charged in 2009. Steve spoke with Keith and Joan. The highway will do the job but because of the shutdown in their department, the work will not be done until the end of July. Research showed that this project did not qualify for FEMA funds.

Pole for the water tank: we are now working with the earlier easement. The electrical work – repairs have been made midway up the trench and lines; the electric service to the tank is on hold awaiting power.

We met with the Conservation Commission on May 6th regarding North Main Street; a DEP # is needed; Weston & Sampson has forwarded that information.

Water telemetry: Southbridge now has a quote out, is working with that person as to where our quote will fit; we were asked to hold off for 30 days.

PRV inspection and testing regarding this vault in front of City Power Equipment on Route 20. I have been obtaining costs and other information with respect to possible bond recovery from Roads Construction workmanship. One (12”) out of two valves was located in the area of Route 169 and Route 20. Mr. Lemansky: Regarding some areas, the as-built plans are incorrect. **I would like to make a motion that these plans be corrected either before or shortly after the system is turned over to Southbridge; seconded by Mr. Gagner for discussion.** Mr. Haebler: we should put that out to bid. Steve: The company who drew the plans (Prism) is no longer in business. The plans still exist in an Autocad format. Either we offer to buy those plans which would save us time and dollars. **Vote: unanimous. Mr. Lemansky made a motion that we take funds out of the available monies; seconded by Mr. Gagner; unanimous.**

Steve read a report from Dewberry regarding the Charlton City water line loop and Charlton Common. One of the considerations also is fire protection and should be addressed with the Fire Department. Mr. Elliott: We should forward the report to Weston & Sampson and Dewberry. Mr. Lemansky: What I would like to do is plan a joint meeting with Southbridge, Weston & Sampson and the Commission as to changes. **Mr. Lemansky made a motion to go forward with having that meeting and go forward with instructing them to make those changes that were asked be made; seconded by Mr. Gagner; vote: unanimous.**

The Commission discussed a GIS map duplication; cost \$75 – \$175/ 5-7 days to obtain in two different colors. It would be in a PDF file at a cost of \$20 each done by McClure Engineering. Steve has some at the plant the Commission can look at.

100 Worcester Road. Steve explained that in the past, the property housed a hair salon. There was a dispute that arose with the owners, this Commission and the Board of Health. It was suggested that a tight tank be installed. The house is tied into the sewer. The top floor is a residence; the bottom floor was a nail and beauty salon and certain products were being dumped into the sewer system. Mr. Lemansky: The property at 100 Worcester Road thought it should not need a tight tank. They need to follow the by-laws and any other state statutes but they may connect to the sewer; seconded by Mr. Haebler; unanimous.

Steve presented a summary regarding the five bidders who submitted quotes for the sewer treatment plant upgrade and mentioned that Tighe & Bond spoke well of everyone on the list. Tighe & Bond has opinions from the Attorney General's office: they are waiting further information from Delray regarding the minorities business group. Tighe & Bond is requesting that a motion be made authorizing the MADAP letter to be signed. **Mr. Haebler made a motion that the Commission authorize the Chair to act on behalf of the Commission and the letter be signed; seconded by Mr. Gagner; unanimous.**

The counsel for the bond company sent us a request a year ago to change the verbage in the maintenance contract. The Contract Operations and Maintenance Agreement: Steve proposed a change of language. In line one, it should read: "This Agreement describes mutual responsibilities, overall objectives, and performance expectations of the operational partnership..." Counsel had an issue with this; so it has been changed to read: "This Agreement describes mutual responsibilities, overall objectives, and performance expectations of the agreement..." Steve talked to Frank Cavaleri at Woodard & Curran and it was fine with him. It has been initialed. So moved by Mr. Haebler; seconded by Mr. Lemansky; unanimous.

Steve: The easement will be discussed in Executive Session.

8:43 p.m. Mr. Lemansky made a motion that the Commission at this time move to go into Executive Session under paragraphs 3 and 6 under M.G.L. Chapter 39, Section 23B; and upon leaving Executive Session will reconvene only for the purpose of adjournment of this meeting; Steve read paragraphs numbered 3 and 6 of the within General Laws; seconded by Mr. Berthiaume; roll call vote: Mr. Haebler: I; Mr. Gagner: I; Mr. Lemansky – I; Mr. Elliott – I; and Mr. Berthiaume – I.

Motion was made by Mr. Lemansky to come out of Executive Session at 9:17 p.m.; seconded by Mr. Haebler; roll call vote: Mr. Haebler: I; Mr. Lemansky: I; Mr. Elliott: I; Mr. Berthiaume – I. Mr. Lemansky made a motion to adjourn; seconded by Mr. Haebler; unanimous.

Meeting adjourned at 9:17 p.m.

Respectfully submitted,

_____ John Elliott, Sr.	_____ Date	_____ Robert Lemansky	_____ Date
_____ Gabriel J. Berthiaume	_____ Date	_____ Paul Gagner	_____ Date
_____ Joseph Haebler	_____ Date		