



TOWN OF CHARLTON
Minutes of March 1, 2021
Water/Sewer Commission
Remote Meeting

Submitted by _____

Date _____

Received by _____

Date _____

Present: Dave Cantwell, Paul Gagner, Jack Rydlak, Russ Jennings, Peter Boria, Sue Guerin
Absent:

- I. Call to Order.**
- II. Commissioner's Public Forum**
- III. Consent Agenda/Warrants Approvals as Needed**

Mr. Gagner motioned to approve the minutes as written from February 1, 2021.
Seconded by Mr. Cantwell
Roll call vote was taken. Rydlak aye, Gagner aye, Cantwell aye, Jennings aye
Motion passes unanimously.

Mr. Gagner motioned to approve the warrants for March 1, 2021 in the amount of \$36,974.37.
Seconded by Mr. Cantwell
Roll call vote was taken. Rydlak aye, Gagner aye, Cantwell aye, Jennings aye.
Motion passes unanimously.

IV. Scheduled Appointments

Veolia - Vinny Masterson present.

January MOR - The monthly safety check list was completed. January's safety training was on Hazcom and housekeeping/maintenance on the JJ Keller online platform. In January there were 2 reported exceedances. One was a daily Aluminum limit and the other was not meeting the monthly limit for Aluminum. These both came out of one sample. Operations and Maintenance- Sturbridge wastewater operators started cross training on how to operate the Charlton WWTP. We also reworked the on-call scheduling having Sturbridge operators help cover the weekend shifts easing the burden of the Charlton staff.

LaFleur Electric reprogrammed the Comag sludge VFD. With the pump working correctly we found a blockage in the recovery system. We cut the blockage out and piped a bypass around it. Cleaning around RBC #8 continues. The maintenance shop was thoroughly cleaned and reorganized.

Pump Station Activities – All pump station alarm tests were completed. Monthly full load generator exercising was completed. Generator fuel were all brought to about 3/8 of a tank. Anti-Gel was also added. 5East alarmed out for low generator battery, caused by a bad connection with the battery tender. Connections were cleaned and are now working good. There were 12 Grinder pump calls and 30 dig safe requests.

Comments - Veolia attended a Zoom meeting with McDonalds franchise owners and operation personnel. They were looking for advice on reducing BOD loading and lowering their surcharge. Specifics were not given to McDonalds, but Veolia recommended they add a pretreatment stage.

Mr. Cantwell asked about Treehouse's BOD and if their pretreatment was working. Mr. Boria has been trying to get in contact with Treehouse. Their BOD has been lower, and they seem to be running more flow thru their pretreatment system.

2020 Sewer Infiltration and Inflow (I&I) Report - Paul Rodman present.

Copy of the report was part of the agenda packet.

They started the I&I work that was proposed back in November, they were able to get through most of the month, but the cold weather shut them down as well as production which was really slow especially on Old Worcester Rd. The sewer mains were packed with gravel which took them longer than expected. They did not find any other structural defects, no major sources of I&I. They still have ½ the project to finish. Mr. Rodman believes the gravel was from when the road was resurfaced. Mr. Boria did speak with Gerry Foskett, DPW Superintendent, with Carpenter Hill looking to be done next year, he does not want this to happen again. Mr. Cantwell stated that with the line being structurally secure, there would not be another place that it would have come from. Mr. Rodman said that this did slow down production, causing it to cost more in police details. Mr. Cantwell suggested back charging the contractor for this. Mr. Cantwell asked if Mr. Rodman could draft something up as far as back charges to submit. Mr. Jennings stated that if he (Mr. Rodman) is to see anything abnormal like this to report it to Mr. Boria and it can be addressed at that time. Once the weather breaks, the project will continue. There is still 13K allocated for the spring work. Once Mr. Boria receives the invoice from Mr. Rodman, he will meet with Albanese to go over the back charges.

P&P Construction – Proposed New Buildings on North Main Street. Robert Puchalski Jr. present. P&P Construction is proposing to build two commercial buildings on North Main street. They would like to connect to both water and sewer. Mr. Boria confirmed that there is both water and sewer in front of the parcels but not stubbed to it, he then recused himself as the properties are owned by his father. Mr. Puchalski stated they are proposing to build 2 commercial buildings on lot 20B. 1 apartment office building and the other an office garage building and would like to connect both to water and sewer. Mr. Jennings stated he did not see any issue with it and feels that they can work out the details so that they can connect.

V. New Business**Exxon Mobil- Public Involvement Plan (PIP)- Gould/Cemetery Rd.**

Mr. Boria informed the commission that The Board of Health has been working with the MA DEP and Exxon Mobil regarding the MTBE groundwater contamination effecting residents on Gould and Cemetery Rd. Exxon Mobil will be having a Public Involvement Plan (PIP) meeting on Monday, March 15, 2021 at 6:30pm to discuss this issue with residents. At this point in time, it does not have much to do with Water and Sewer. Exxon Mobil has not taken responsibility for this contamination, they have been providing bottled water to the residents, have been doing sampling and there are a couple of poet systems in that area. One solution could be extending the water line from Stafford Street down Cemetery Rd. This will be a zoom meeting and information will be posted on the website.

Superintendent Salary

When Mr. Boria was initially hired it was at the low end of the advertised range (70-100k) with the caveat that we would revisit the salary after a few years to assess him ability to perform the job. Mr. Boria agreed to the 70K and received some bumps based on getting licenses preferred by the commission. His current salary is 79,518.40. If hired today with his experience from the last 3 years and accomplishments, it would be at a higher salary than the current. Pay for non-union employees is determined by the classification and pay plan. (as part of the packet was a copy of both) According to the current pay plan, Mr. Boria's salary is based on a level 3 of a 10-level scale. The commission was asked to consider increasing Mr. Boria to a level 7 which would increase his salary to \$87,776.00 under the FY 21 Pay plan and if approved that the increase take place with the FY22 Budget. Mr. Jennings asked for Mr. Gagner's view as he is the only one on the commission when Mr. Boria was hired. Mr. Gagner stated that at the time of Mr. Boria's hire, the salary range was advertised at 70k-100k and Mr. Boria agreed to 70k. He has since gone to school and his currently salary is almost 80k. The 100k was for someone with a class 5 in water and we do not have water yet. He is not opposed but does not think

it is warranted at this time. Mr. Jennings asked Mr. Gagner more so about the definitive roles. Mr. Jennings feels Mr. Boria is doing everything he was hired to do and is continuing to do everything he is supposed to.

Mr. Boria stated he has accomplished quite a bit since he has been here. The budget has healthy retained earnings, and now have stabilization accounts. We have been fortunate with grants, continue to work with the Buffumville water project, Consecutive Water Supply is just out of his grasp, and is still working to try and meet with the TOS.

Mr. Cantwell wanted confirmation that the increase would come out of the FY22 Budget and not start until July 1, 2021.

Mr. Cantwell motioned to increase the W/S Superintendent salary to Level 7 with an annual salary of \$87,776.00 starting with the FY 22 budget. Seconded by Mr. Rydlak.

Roll call vote was taken. Rydlak aye, Gagner nay, Cantwell aye, Jennings aye.

Motion passes with 3 in favor.

Finance Committee Meeting – March 17, 2021

Mr. Boria is scheduled to appear before the Finance Committee on Wednesday, March 17 at 7pm if anyone would like to attend. Mr. Boria does not anticipate any issues regarding the budgets.

Curtis Hill Estates Subdivision

Blair Builders is proposing an approximate 73 Lot subdivision at the end of Curtis Hill Rd. There has been talk in the past of Blair Builders extending the sewer line to provide sewer for this subdivision. At this point there has been no formal request by the developer to connect to the town sewer line and I will inform the planning board of that. Because of the moratorium and the number of subdivision lots, it should be over 10K/gpd and the moratorium allows the commission to say no. He would have to extend the sewer line from either N. Sturbridge or City Depot over to Curtis Hill.

Mr. Jennings stated that he has not brought anything formal to W/S. Mr. Boria does not want the Planning Board to think there is sewer available before they approve. The Planning board gives plans to departments for review/comments and wants everyone to be on the same page. Mr. Jennings asked that Mr. Boria reach out the Planning board and let them know that we have not been contacted by Blair Builders at this time in a formal request for any sewer or water needs.

VI. Old Business

2020 Annual Report

A copy of the annual report was handed out at the last meeting for review and comments.

The report is due to Mary Devlin by March 4th.

No comments/ edits were given.

FY 20 Water Master Plan Grant.

We did submit a scope of work for FY 21 which will end on June 30, 2021. Mr. Boria has been reaching out to MA DEP to get the FY21 scope of work approved, so we can put the access road out to bid, which has been approved by both Planning and Conservation but due to Covid the process is moving a bit slower. On our FY20 Scope of work, Task 6, which is the roadway and would allow BETA to advertise and bid the access road. There is approximately 73k remaining in our FY 20 Master Plan Grant that the DEP has extended to June 30, 2021. Mr. Boria asked the commission to approve task 6 from our FY 20 Scope of Work. BETA will be able to take the approved access road, put into an RFP and put it out to bid for us, see if the amount of material we will be removing has any actual value and how much it would cost to get the access road in.

Mr. Jennings asked if BETA would handle the bidding for 73K.

Mr. Boria stated that in the FY21 Scope of Work the cost for them to prepare the RFP and handle the bidding would be about 30K. But because we are still working under our FY20 Scope, Mr. Boria will ask BETA to come back with a more defined cost.

Mr. Cantwell motions to complete task 6 with a cap of 30K from the FY 20 Scope of Work.

Seconded by Mr. Gagner

Roll call vote was taken. Rydlak aye, Gagner aye, Cantwell aye, Jennings aye.

Motion passes unanimously.

SCADA Upgrade.

The RFP for the SCADA Upgrade has been advertised. The timeline is listed below.

RFP release - February 11th. Deadline for Proposer Questions- March 4th.

Deadline for Proposal Submission - March 16 at 2:00PM. Proposal Evaluation Complete - March 25th.

Fee Negotiation - April 1st. Contract Execution – April 1st.

We have had one company come in to look at it and one scheduled for tomorrow morning. We may also have another 2 companies interested. Based on the timeline we may need to have a meeting at the end of March to review the RFP's and make a decision for the top candidate.

Waterline Construction Update

Bay Path Pump Station – The field testing has been completed, there is one minor repair that needs to be made to the generator then the pump station should be activated. Once that pump station is activated the school loop should be activated as well.

Service Connections – There have been no new service connection installed. The plumbers continue to work inside home to prep the plumbing for when the water line is activated. There are approx. 40 homes connected.

The water line is not yet activated.

VII. Other Business – unknown at time of posting.

VIII. Next Meeting Announcement

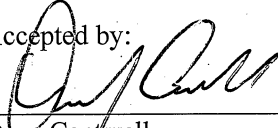
Next Meeting – April 5, 2021

Mr. Cantwell motions to adjourn at 7:30 pm. Seconded by Mr. Gagner

Roll call vote was taken. Rydlak aye, Gagner aye, Cantwell, aye, Jennings aye.

Motion passes unanimously.

Submitted by:
Sue Guerin
Administrative Assistant

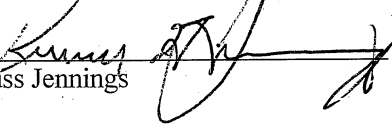
Accepted by:


Dave Cantwell



Paul Gagner

Jack Rydlak



Russ Jennings

Minutes were approved on 4/5/2021.