



**TOWN OF CHARLTON**  
**Minutes of August 9, 2021**  
**Water/Sewer Commission**  
**Remote Meeting**

Submitted by \_\_\_\_\_

Date \_\_\_\_\_

Received by \_\_\_\_\_

Date \_\_\_\_\_

Present: Dave Cantwell, Paul Gagner, Cameron Coleman, 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 July 12, 2021.**  
**Seconded by Mr. Coleman,**  
**Roll call vote was taken Rydlak aye, Gagner aye, Coleman aye, Cantwell aye.**  
**Motion passes.**

**Mr. Gagner motioned to approve the warrants for August 9, 2021, in the amount of \$95,033.89**  
**Seconded by Mr. Jennings**  
**Roll call vote was taken. Rydlak aye, Gagner aye, Coleman aye, Jennings aye, Cantwell aye.**  
**Motion passes.**

**Mr. Gagner motioned to approve the Senior Abatements totaling \$941.49.**  
**Seconded by Mr. Jennings**  
**Roll call vote taken. Rydlak aye, Gagner aye, Coleman aye, Jennings aye, Cantwell aye**  
**Motion passes.**

I. **Scheduled Appointments**

**Treehouse Brewery – Luke Leger present**

Mr. Boria stated that In November of 2020 the commission approved Tree House to increase their sewer capacity from 7,500gpd to 10,000gpd on a 6-mo trial basis. In June of 2021 the increase was finalized, and a privilege fee was assessed for the additional capacity.

Tree house is asking for another increase from 10,000gpd to 15,000gpd. The average breakdown of allotment would be approx. 3,000gpd of sanitary waste, 6,000gpd of process waste and 6,000gpd of pre-treated waste. Mr. Boria does not feel this would have a negative effect on the treatment plant. His only concern is that if their pre-treatment system were to go offline, that they would have to slow production or truck the process waste off site.

Mr. Leger stated that their capacity has increased due to the demand and understands the concern about the pre-treatment process going down and is willing to put it in writing that if the treatment process went down, all the numbers at the treatment plant that they are treating would be trucked offsite. Right now, there are not any procedures in place should the pre-treatment process go down.

Over the past 3 weeks they have been averaging 12-13k gpd.

Mr. Boria suggested to be consistent, increase for a 6-mo. trial and see how it would affect the plant. Ask that Tree House put a side agreement to our memorandum of agreement that states they would be allowed to the increase from 10k to 15k gpd for a 6-mo trial and that if the pretreatment systems is to go offline that it is trucked offsite.

Mr. Jennings asked this would be the last increase for a while or will there be more and if so when.

Mr. Leger said that there will be another increase but just not sure of when.

Mr. Leger stated they are still tweaking the pre-treatment pilot phase. There are designs for a buildout but have not gone any further with that.

The original increase ask was to increase to 20k gpd. Mr. Boria is not comfortable at this time with such a large increase just because we still have our high levels of ammonia. He would rather take small steps and this way we will know how things are going. Mr. Jennings is in support of the increase but, looking forward to additional capacity he would ask Tree House to potentially help us out and look at upgrades to the plant so we can increase capacity. What he would rather not see is continuous increases that would ultimately take away capacity from future businesses and residents and going above the moratorium we have in place.

**Mr. Jennings motioned to approve the 6-month trial with an increase of 5000 gpd. Seconded by Mr. Gagner. Roll call vote taken. Rydlak aye, Gagner aye, Coleman aye, Jennings aye, Cantwell aye Motion passes unanimously.**

#### **Veolia - Vinny Masterson present**

**June Monthly Operating Report** - The monthly safety check list was completed. Annual Fire Inspection completed by an outside contractor, June's safety training was on Heat stress and Hand and Power tool Safety. Also completed was a Veolia mandatory training, NFPA 70 Electrical Safety training. In the month of June, the WWTF began lowering its PAC usage. Due to this process change, there was extra monitoring of the effluent aluminum residual. The Headworks influent screen was reinstalled and placed back in service. There were several painting projects through the month. Old broken equipment from under the RBC's was removed. PAC and Ferric bulk deliveries were received. Employees from the Sturbridge treatment plant came out help clean in preparation for the facility tour. Woodard and Curran are working on the SCADA upgrade.

60 Morton station was tied in and inspected.

Pump Station Activities –Daily checks completed at 5E, 6W and North Main. There was an odor complaint from a neighbor of the Vine Street PS - Odor control device was turned on. Stevens Park Rd PS lost power twice. The first time Slims came out and pumped it down, the second time was during the evening and the wet well was ok as National grid worked.

There were 3 Grinder pump calls and 219 dig safe requests.

On June 23 the plant was toured by vendors that were interested in operation the treatment plant. Four companies showed, Veolia, Whitewater, Aqua Tech and Weston and Sampson. They were shown around, questions on the equipment were answered, all other questions were asked to be put in writing. On June 3<sup>rd</sup> there was a small water main break on the property of the East bound rest area reported. A new employee, Patrick Adams was offered a position and will soon be starting with us.

## **II. New Business**

### **Response to Sewer Operations RFP**

Mr. Boria started by saying that only one proposal was received. In 2016 when it was last bid, only 2 proposals were received. Mr. Oatley from Veolia was in attendance to discuss their submitted proposal. Mr. Oatley was expecting a competitive process. The proposal did represent a substantial price increase. The 3 drivers to the increase were: 1- there were mistakes in their last bid (in 2016), which led to a much lower price, but the price was honored. 2- price increases – across the board. Labor market- with substantial staff turnover they want to ensure that staff is compensated adequately. Lab test pricing has also increased. 3 - Risk associated with the project. For example, ammonia being over capacity and harder to treat. Then there is the uncertainty of the new permit, and the struggles we have had with Zinc and Aluminum. For those 3 reasons was the reason for the price they submitted.

Mr. Oatley and Mr. Boria have met and looked at ways to reduce the costs. Some ideas were having Veolia spend a baseline amount of money per year in chemicals and then any overages would be picked up by the town. This way we aren't paying for chemicals that aren't used. Same for sludge overages. Look into

offering a town vehicle vs, Veolia supplying one of theirs, and look to see if there is a cost savings there. Jetting the lines, have that be a side agreement instead of being included in the total price.

Mr. Boria, spoke with the Town Administrator, Andrew Golas and the town will receive approx. four million dollars of funding from the American Rescue Plan. One of the itemized uses for the funding is for Water/Sewer infrastructure. Mr. Golas would like it to be done in 2 phases. Not knowing how our NPDES permit might change our discharge limits, Mr. Boria would rather not spend money on process changes when they may need to be changed again when the new permit comes out. But will work with Mr. Oatley and work on getting the EQ Tanks to be more effective.

The current operations contract expires at the end of October of this year. Mr. Jennings suggested having a meeting to spend time discussing possibilities and the direction we think we would like to go as far as funding. Mr. Boria recommended having a subcommittee to do this. Have Mr. Boria and the subcommittee meet with Mr. Oatley and report back to the board. **Mr. Jennings and Mr. Coleman will put together some dates and then meet with Mr. Oatley and Mr. Boria.**

**Mr. Jennings motioned to establish a sub-committee to move forward. Seconded by Mr. Coleman. Roll call vote was taken. Rydlak aye, Gagner aye, Coleman aye, Jennings aye, Cantwell aye. Motion passes unanimously**

#### **Green Communities Grant**

Approximately a 1 ½ years ago our AC unit was priced out for replacement. We applied for a Green Communities Grant for an HVAC upgrade with Horizon Solutions a pre-approved sub-bidder with National Grid.

The upgrade will be for the lab, WS office, bathroom, upstairs office. The grant is in the amount of \$49,294.00 for the replacement. The project is at no cost to us, and the project should be done this fall.

#### **US Dept. of Energy – SWIFT program**

Sustainable Wastewater Infrastructure of the Future program.

National grid had an online seminar about wastewater infrastructure and making them more energy efficient. Attached as part of the packet was an information about the program. There are no fees to participate and gives us access to experts and technical consultants to look at the plant or to talk about any issues we may be having. There is no penalty for not doing anything but do want to see us demonstrate a 5% reduction in energy intensity.

**Mr. Jennings motioned for Mr. Boria to complete the form and be the designated representative for the program. Seconded by Mr. Coleman.**

**Roll call vote was taken. Rydlak aye, Gagner aye, Coleman aye, Jennings aye, Cantwell aye. Motion passes unanimously**

#### **Waterline for the Police Dept.**

The Town Administrator has been working with the Municipal Building Committee to find a way to get public water to the Police Dept. Their well is inadequate for their needs. The town has previously approved \$75,000.00 to fund the connection of the Police Dept. to the public water line on Masonic Home Rd. The waterline is not currently in front of the building so it would have to run on the side of the road for approximately 250 feet to get to the property and then run through the property to the building. McClure Engineering has provided an estimate to have this project designed, bid, and completed (breakdown was attached to the packet) Their estimated amount is \$125,000.00. The Town Administrator has asked if the commission would consider using some of the water stabilization funds that we have set aside from the Exxon Mobil settlement to fund the difference.

Mr. Jennings asked is there was a breakdown of the 26,000.00 for the non-construction cost, contract documents; permits and assist with bid and award. Mr. Boria did speak with Mr. McClure about this, and it was stated it was priced heavy so that they would not be short.

Mr. Jennings stated that the Municipal Building committee paid McClure for the plan so far. Mr. Boria believes that what was paid for, got them the information that we have now. When Mr. Boria asked for a copy of the plan to see how they came up with the estimate he was told that there aren't any plans other than a hand drawing. Mr. Jennings was under the impression that they were paying for plans so that it could be put out to bid and asked if we could get a breakdown of the \$26,000.00.

If the commission did approve using stabilization fund it would need to go to STM in the fall.

**Mr. Jennings is requesting more information so that the commission is able to make a more informed decision.**

#### **All Boards and Committee Meeting**

The Board of Selectman have scheduled an All Board and Committee Meeting for September 21<sup>st</sup> in the Senior Center at 6pm. This is where all the different board and Committees get together to discuss what they have going on.

#### **Water Connection payment from Southbridge**

As a requirement of our Inter-Municipal Agreement with Southbridge for operating our water system, Southbridge is required to pay us 15% of their annual water connection fees collected. In FY 21 they collected \$264,000.00 in water connection fees which equals a payment of \$39,600.00 to us. This payment has been received and should show up as retained earnings at the end of the year and most likely be transferred to our water stabilization account.

**Mr. Cantwell requested a copy of the agreement be sent to him**

#### **Chapter 61A Removal – 53 Sturbridge Rd.**

We have received request to remove approximately 100 acres of land from 61A at 53 Sturbridge Rd. As part of this request the Board of Selectman has the right of first refusal to purchase the property. The Board of Selectman asks the departments in town to make a recommendation on whether there is a need for them to exercise their right of first refusal.

**Mr. Jennings motions that we notify the Board of Selectman that we are not interested in this parcel.**

**Seconded by Mr. Coleman.**

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

**Motion passes unanimously**

### **III. Old Business**

#### **Waterline Construction Update.**

**School loop** – The mailing regarding the one-year connection grace period was sent out on July 22<sup>nd</sup>.

**Service Connections** – Albanese Brothers continue to install service lines to homes and work with their sub-contractors to make the actual connections inside of homes. Kleinfelder has been providing information for each connection. So far there are 138 signed agreements wans 70 of those have been completed.

#### **Other Business – unknown at time of posting.**

Mr. Cantwell would like to get a meter for the inflow so that we know how many gallons we are taking in when we have a storm. **Mr. Boria will work with Mr. Masterson on getting one.**

IV. Next Meeting Announcement – September 13, 2021

Mr. Gagner motions to adjourn at 7:45pm. Seconded by Mr. Coleman.  
Roll call vote was taken. Rydlak aye, Gagner aye, Coleman aye, Cantwell aye.  
Motion passes unanimously

Submitted by:  
Sue Guerin  
Administrative Assistant

Accepted by:

\_\_\_\_\_  
Dave Cantwell

\_\_\_\_\_  
Paul Gagner

\_\_\_\_\_  
Cameron Coleman

Cameron Coleman

\_\_\_\_\_  
Russ Jennings

\_\_\_\_\_  
Jack Rydlak

Minutes were approved on 9/20/21.