

**WATER & SEWER COMMISSION
MEETING MINUTES – DECEMBER 15, 2020**

5:30 PM – Remote Participation

MEMBERS PRESENT: John Meader
Bryant Firmin
David Pepe

ALSO PRESENT: Scott Charpentier, Public Works Director
Tim Davison, Water & Sewer Supervisor
Sarah Jean, Administrative Assistant
Julianne Hirsh, Board of Selectmen Liaison

Commissioner Meader opened the meeting at 5:30 PM.

- 1. Consideration of minutes from the August 17, 2020 regular meeting / public hearing**
Motion to approve the meeting minutes of the August 17, 2020 regular meeting / public hearing as amended. Motion was done by roll call Commissioner Firmin “aye”, Commissioner Pepe “aye”, Commissioner Meader “aye;” the vote by roll call was unanimous with three votes in favor.

- 2. Formal Vote regarding Electronic Signatures accepting the provisions of M.G.L CH.110G**
Mr. Charpentier informed the Commission that the Registry of Deeds allows electronic signatures from municipal boards under M.G.L CH. 110G the Uniform Electronic Transition Act. In order to do this there needs to be a formal vote at properly called meeting in which the Commissioners accept the provisions of M.G.L. CH. 110G regarding electronic signatures and will henceforth execute documents either with electronic signatures or wet ink signatures and that both will carry the same legal weight and effect. The Town Clerk will attest to the vote taken and the certificate of vote will be recorded at the Worcester Registry of Deeds. This will allow a more streamlined approach, given the pandemic. Motion to recognize and accept the provisions of M.G.L CH. 110G, execute the Certificate of Vote. Motion was done by roll call Commissioner Firmin “aye”, Commissioner Pepe “aye”, Commissioner Meader “aye;” the vote by roll call was unanimous with three votes in favor.

- 3. Review and execute sewer betterment recording documents.**
Motion to execute the sewer betterment orders for 15 Beverly Road, 223 South Street & 227 South Street. Motion was done by roll call Commissioner Firmin “aye”, Commissioner Pepe “aye”, Commissioner Meader “aye;” the vote by roll call was unanimous with three votes in favor.

Sewer Betterment Total: \$27,300.00

4. Review and execute water betterment recording documents.

Motion to execute the water betterment orders for 223 South Street & 227 South Street. Motion was done by roll call Commissioner Firmin “aye”, Commissioner Pepe “aye”, Commissioner Meader “aye;” the vote by roll call was unanimous with three votes in favor.

Water Betterment Total: \$8,400.00

OTHER BUSINESS:

Mr. Charpentier reports that the FY’21 annual hydrant replacement project is currently underway by the contractor as of last week; with 4 hydrants recently replaced on Winter Street. Mr. Charpentier reports that this was a bit of a challenge due to the roadway width but overall was a success.

Mr. Charpentier reports that the water storage tank has not been bid out yet, this is due to a wide fluctuation in the range of material costs lately as well as there being a shortage of materials. Mr. Charpentier reports that he is working with the project engineer and primary vendor to see if it would be beneficial to bid out in January or February, or if we should wait. It was agreed that water storage tank cannot be worked on in the high demand season.

Mr. Charpentier reports that the Forbes Road Pump Station has a new generator that has been installed and commissioned. The new generator is now up and running. The old generator was a manual switch generator that suffered a catastrophic mechanical failure. At the time of the failure a new generator was not available. A new generator has been installed and some punch list items remain to be taken care of.

Mr. Charpentier and the Commission discussed the Wesson Terrace Pump Station. Mr. Charpentier reports that this pump station serves a small catchment area, in a neighborhood that is primarily served by well water. This station does not receive a lot of flow during power outages. This station does not currently have an existing back-up generator. However, as we experience more power outages more and more people are installing generators and it is receiving more flow. Mr. Charpentier reports that we just signed a purchase order for a new generator at this location and the design engineer has completed the electrical line work. We are awaiting notification on lead time. Mr. Charpentier expects this generator to be available for installation in the spring. With this installation the last pump station without backup power is the one located at Town Hall and we are working on a means to get it connected to the undersized generator, noting there may be a way to do that.

Mr. Charpentier and the Commission discussed the Water / Sewer Facility Upgrade. Mr. Charpentier stated that the wetland replication work has been done, minus the plantings. Shop drawings have been approved and a building permit has been issued, with excavation thought to start sometime next week.

Mr. Charpentier states that he is working on preparing the draft capital plan for FY’22 and as of right now there are no dramatic changes. SCADA is on the capital plan for FY’22

and has been built into the rate studies so the expectation is that will be presented at the Annual Town Meeting.

Mr. Meader asked if we had heard anything back regarding the National Pollutant Discharge Elimination System (NPDES) permit for sanitary sewer discharge from Environmental Protection Agency (EPA)? Mr. Charpentier informed the Commission that he had copies of all the comments relating to Perfluoroalkyl and polyfluoroalkyl substances (PFAS) testing, but he has not heard anything back as of yet from EPA.

Mr. Charpentier reports that Inflow & Infiltration (I & I) is still ongoing this year. Mr. Charpentier reports that the smoke testing has been done and they are now in a COVID holding pattern as the next step would be to conduct building inspections. Due to the virus we are still not entering structures. Re-evaluating what the next step is. The expectation is that flow metering and/or video pipe inspections during the seasonal high groundwater will be conducted.

Mr. Firmin was curious about the litigation with the City of Marlborough and wondered what legal counsel thought was the next step? Mr. Charpentier distributed recent court findings to the commissioners and reports that there is some movement with the City of Marlborough with regards to litigation. There is a tentative trial date set in April of 2021 with Counsel trial prep meetings to begin this week.

Next Meeting: The next regular meeting is tentatively scheduled for Tuesday, February 16, 2021 at 5:30PM.

Adjourn: Motion to adjourn at 5:54 PM; Motion was done by roll call Commissioner Firmin “aye”, Commissioner Pepe “aye”, Commissioner Meader “aye;” the vote by roll call was unanimous with three votes in favor.

Respectfully submitted,

Sarah L. Jean

Documents used during meeting:

1. December 15, 2020 Meeting Agenda
2. August 17, 2020 Regular Meeting/Public Hearing Minutes
3. M.G.L CH.110G / Certificate of Vote
4. Sewer Betterment Orders: 15 Beverly Road, 223 South Street & 227 South Street
5. Water Betterment Orders: 223 South Street & 227 South Street