

**WATER & SEWER COMMISSION  
MEETING MINUTES – JUNE 6, 2023**

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5:30 PM – Select Board Meeting Room, 63 Main Street Northborough, MA 01532

**MEMBERS PRESENT:** John Meader  
Bryant Firmin  
David Pepe

**ALSO PRESENT:** Scott Charpentier, Public Works Director  
Tim Davison, Water & Sewer Operations Manager  
Robert Luke, Administrative Assistant

Commissioner Meader opened the meeting at 5:40 PM.

**CONSIDERATION OF MINUTES FROM THE MARCH 10, 2023 REGULAR MEETING**

Motion by Commissioner Firmin to approve the meeting minutes of the March 10, 2023 regular meeting as amended; the motion was seconded by Commissioner Pepe. The vote was unanimous with all votes in favor.

**CONSIDERATION OF SEWER ABATEMENT FOR 5 WEST MAIN STREET**

Mr. Charpentier explained that the owner of 5 West Main Street (account #2655) reached out to the Department of Public Works (DPW) to request a sewer abatement as they experienced an unusually high bill due to a broken pipe that froze in a vacant portion of their building.

Using the Beacon software, Mr. Charpentier was able to determine the leak volume to be 3,747 cubic feet beginning on February 4, 2023, and ending on February 6, 2023. The building owner was able to provide photographic evidence that no floor drains exist and that the excess water was discharged into his parking lot creating an icy condition. Mr. Charpentier is therefore requesting that the Water & Sewer Commission approve a sewer abatement in the amount of \$454.17 for the 3,747 cubic feet of water that was discharged. Motion made by Commissioner Firmin to approve the request for a sewer abatement in the amount of \$454.17 for 5 West Main Street as an exceptional case due to an unintentional pipe freeze; Commissioner Pepe seconded the motion. The vote was unanimous with three votes in favor.

## **CONSIDERATION OF WAIVING INTEREST AND BILL REDUCTION TO TIER ONE CONSUMPTION FOR 45 RILEY ROAD**

Mr. Charpentier explained that the resident of 45 Riley Road, who is low income eligible, had a water leak over several weeks in February 2023 and into March 2023. She reached out to the DPW for relief from her high bill. Mr. Charpentier explained that according to historic use, she has never exceeded the lowest pricing tier for water consumption and that it seemed fair and reasonable to reduce her bill so that it was consistent with that tier. This would reduce her liability by \$469.68 as the entirety of her consumption would be charged at the lowest rate. Additionally, given her low-income eligibility Mr. Charpentier recommended that she be allowed to pay in installments over a period of eighteen months with no interest liability; at the end of eighteen months she would be liable for interest on any remaining principal balance.

Motion made by Commissioner Meader to approve the bill reduction for 45 Riley Road/Account #1115 to only tier 1 consumption and waive interest for up to 18 months in consideration of anticipated past-due bill payments, and the verified low-income eligibility of the account. Commissioner Firmin seconded the motion. The vote was unanimous with three votes in favor.

## **OTHER BUSINESS**

Mr. Charpentier gave an update on some of the Town projects beginning with the water meter endpoint replacement program. Mr. Davison noted that there are only 12 unreplaced endpoints left but that these were the most uncooperative residents. We continue to leave door hangers and will be raising estimates by ten percent each quarter until the endpoint is replaced.

Mr. Charpentier explained that the sewer connection for WCD Garage has been installed and the Town is now waiting for the business owner to file their permits for connection.

The septic system design for 453 Main Street (Haitsma property) is complete and the contractor & plumber have been selected. The work is scheduled to begin in July. Commissioner Meader inquired as to what that system was for and Mr. Charpentier explained that it is a condition of the purchase and sale agreement for the Haitsma property (August 10, 2004).

Commissioner Meader inquired about the barn project and Mr. Charpentier explained that the barn is now gone.

## **NEXT MEETING**

The next meeting will be in August 2023 with an exact date to be determined later.

**ADJOURN**

Commissioner Pepe motioned to adjourn at 6:15 PM; Commissioner Firmin seconded the motion. The vote was unanimous with three votes in favor.

Respectfully submitted,

Robert Luke  
Administrative Assistant

Documents used during meeting:

1. June 6, 2023 meeting agenda
2. March 10, 2023 regular meeting minutes
3. Memorandum for 5 West Main Street detailing water leak