



TOWN OF MEDWAY  
WATER & SEWER COMMISSION  
MEDWAY, MASSACHUSETTS

Commissioners

Cranston Rogers, Chair  
Robert Wilson, Member  
Leo O'Rourke, Member

## Meeting Minutes

June 24, 2013 – 6:00pm  
Sanford Hall  
155 Village Street, Medway MA

Present: Chan Rogers, Robert Wilson, Leo O'Rourke, DPS Director Thomas Holder, Operations Manager Sarah Pawluczzonek. Residents – Gloria Meredith, Angela, and Jessica Trufant from the Milford Daily News.

### Water/Sewer Rate Hearing:

**The Rate Hearing was called to order at 6:00pm by a motion from Chan Rogers. Leo O'Rourke seconded. Motion approved, unanimous vote, 3-0.**

Chan Rogers explained to the room that this would be a two part meeting with the first part being to review the FY14 Water/Sewer rates and then the second part being the regular Water/Sewer Commission Meeting.

Tom Holder and the group reviewed spreadsheets of the rates established and explained that the town tries to keep the increases to a single digit percentage. The rate increase in the sewer budget is based upon paying the Charles River Pollution Control District's assessment for the Sewer budget. The increase to the water rates was to include maintaining the water system infrastructure and water treatment. The increases broke down to 4% for water and 5% for sewer. The first billing cycle will fall into the last week of August. The town structured the billing cycle based on giving the residents alternate months in which the quarterly tax bill and utility bill are due. This decision was made between the DPS and the Town Treasurer.

Leo O'Rourke requested from Sarah Pawluczzonek the number of single family residences on water and sewer.

Sarah Pawluczzonek advised that there are approximately 4614 residences in Town but would need to research with the Assessor's Office which homes are single family versus multi-family.

Jessica Trufant asked why the tiers had changed.

Tom Holder explained that the change to the tiers is just that they are cut in half because the billing will be quarterly instead of semiannually. The tiers are ultimately the same just adjusted for the increased frequency of billing.

Angela (resident) asked if the rates were compared to other towns.

Robert Wilson answered that other towns were compared and that Medway had the lowest rates.

Tom Holder explained that when you compare other Towns you needed to take into account any flat fees such as base fees, administrative fees, meter fees, or capital fees, of which Medway has none. Billing for some Towns is not always just based on usage.

**Chan Rogers made a motion to accept the FY14 Water/Sewer rates as of June 24, 2013. Robert Wilson seconded, unanimous vote 3-0.**

**Robert Wilson made a motion close the Rate Hearing at 6:15pm. Leo O'Rourke seconded, unanimous vote 3-0.**

### Water/Sewer Commission Meeting:

**The regular Water/Sewer Commission meeting was motioned to start at 6:15pm by Robert Wilson. Leo O'Rourke seconded, unanimous vote, 3-0.**

The meeting started with an abatement betterment request from Gloria Meredith of 91 West Street. She stated that the board previously gave a sewer betterment abatement to her neighbors at 93 West Street, due to an extensive cost to connect through wetlands on their property.

Robert Wilson has a contention that if a property abated for the sewer betterment is eventually sold and the new owner wishes to connect to the sewer system, that the Board would want the betterment re-applied.

Tom Holder explained that the town cannot reapply a betterment but they can charge an entrance fee to the next buyer.

**Robert Wilson made a motion to approve the betterment for 91 West Street with a rider attached stating that when the property is sold that the new owner would be charged an entrance fee at least equal to the betterment assessment, pending legal counsel's opinion.**

**Leo O'Rourke seconded, unanimous vote, 3-0.**

Tom Holder said that he would ask Town Council to check the legality of attaching such a rider. He did reiterate the legal opinion that was supportive of us charging an entrance fee if the new owner decided to connect.

### **Utility Abatement Requests:**

#### **17 Malloy Street**

Sarah Pawluczzonek explained that the owner has requested an abatement of \$71.22 based on them being charged the minimum. They argued that the minimum fee is based on 1,000 cubic feet and they only used 186 cubic feet (1,391 gallons) over a period of 7 weeks.

Robert Wilson asked if we could roll back the reading on this bill to reflect zero usage and instead capture the 186 cubic feet used on the next bill cycle.

Sarah Pawluczzonek said that this could be done and stated that the minimum rates are \$53.90 for water and \$32.30 for sewer.

Tom Holder reminded the Water/Sewer Commission that it is standard practice to charge a minimum to cover the costs of reading and producing a bill.

Leo O'Rourke we should roll back the number in this particular case capturing it on their next regular billing cycle.

**Leo O'Rourke made a motion to roll back the meter reading and capture this usage and any additional on next billing cycle.**

**Motion seconded by Robert Wilson, unanimous vote 3-0.**

#### **1 Briar Lane**

Sarah Pawluczzonek explained that the owner has requested an abatement based on an ice skating rink fill up which used 1,521 cubic feet. She explained that this additional water usage was charged against the tier 3 rate. The owner is seeking an abatement of \$63.88 on their sewer charge. This case is similar to previous sewer abatements for complete pool fill ups.

**Robert Wilson made a motion to approve the abatement.**

**Leo O'Rourke seconded, unanimous vote 3-0.**

#### **332 Village Street**

Sarah Pawluczzonek explained that there were two abatement requests as they are on two separate bills for the same address. The owner requested a sewer abatement of \$190.94 (\$95.47 for each abatement) due to two pool repairs requiring a drain and refill. One was for the pool liner needing replacement. Shortly thereafter, the salt water system failed meaning the need to drain and fill again.

**Robert Wilson made a motion to approve both abatements.  
Chan Rogers seconded, unanimous vote 3-0.**

### **Approval of Meeting Minutes for May 6<sup>th</sup>, 2013 and May 31<sup>st</sup>, 2013**

Leo O'Rourke made a request to see a task list of water/sewer projects that are anticipated to have a significant cost.

Tom Holder responded that he will continue to include it in the Directors Report he verbally gives during Water/Sewer Commission Meetings. Also, a lot of what he may be looking for is included in the water/sewer capital reports.

**Robert Wilson made a motion to approve the past meeting minutes.  
Leo O'Rourke seconded, unanimous 3-0.**

### **Director's Report**

Tom Holder stated that he was approached a second time regarding the Casino proposed for Milford and was asked if Medway was receptive to providing partial water to the Casino if its construction is approved. The thing to consider was whether we want to extend our limits with a waiver for the out of town Casino project or preserve it for our own future development needs in Medway.

Tom Holder explained that one of the four wells (Oakland Street) is undergoing maintenance but should be running in a week due to high demands.

Tom Holder mentioned that plans were underway to install a mixing system at Lovering Tank.

Leo O'Rourke asked if we sell the water that is removed to clean the tank or if it is dumped.

Tom Holder answered that we let the tanks drop to as low a level as possible so we do not have to waste any more than necessary but the last of the water in the tank is too full of sediment to be used.

Tom Holder also stated that the Town is moving forward at 71 Oakland Street to allow for an easement on for the neighboring property so they can connect 244' of sewer pipe.

Leo O'Rourke asked if reminders are ever sent out for past due Water/Sewer bills.

Tom Holder stated that Demand Notices are sent each November prior to a lien of delinquent balances.

### **Future Meeting**

The next meeting has been proposed for August 19<sup>th</sup>, 2013 at 6:00pm, location to be determined.

**Robert Wilson made a motion to approve the next meeting date.  
Unanimous vote 3-0.**

**Robert Wilson made a motion to end the meeting at 6:53pm.  
Leo O'Rourke seconded, unanimous vote 3-0.**

**Respectfully submitted by,**

**Michele Grant  
Nightboard Secretary**