

## Meeting Minutes

August 20, 2012 – 6:30pm  
Medway Town Hall – Tom Holder's Office  
155 Village Street, Medway MA

Present: Chan Rogers, Bob Wilson, DPS Director, Tom Holder and Program Administrator, Judi LaPan.

The meeting was called to order at 6:40 pm by a motion from Chan Rogers.

Bob Wilson seconded.

### Sewer Extension Betterment:

Tom Holder updated the commissioners on the West Street Betterments. The betterments are in the process of being finalized. There was approximately \$92,000 of punch list work added. The outstanding issues with the contract were arbitrated and the contract was released. The preliminary betterments were expected to be in the area of \$45 per linear foot. When we add the additional punch list items of approximately \$92,000, the final cost of the betterment will be \$47.46 per linear foot. Property owners will be given the option to pay the betterment outright or make payments over a 20 year period of time.

Tom informs the Commissioners that they need to approve the final rates. Once the rates are voted on and final the letters will be sent to the owners by Melanie Phillips, the Town Treasurer. Tom recommends to the Commissioners that if the property owner choose the 20 year incremental payments that the commissioners vote to charge 5% interest annually.

Bob Wilson made a motion to agree to the recommendation that Tom Holder made.

Chan Rogers seconded.

Motion approved, unanimous vote, 2-0

Bob Wilson made a motion to charge 5% interest on betterment payments.

Chan Rogers seconded.

Motion approved, unanimous vote, 2-0

Due to the fact that Peter Gluckler is not here this evening to review the minutes of the prior meetings the commissioners agreed to postpone approval of past minutes.

### Abatements

A brief explanation was given on the circumstance regarding the abatement request for 102 Summer Street. Bob Wilson made a motion to grant the abatement; Chan seconded. The abatement was granted due to the property being vacant and the lack of any water or sewer usage.

A brief explanation was given on the circumstance regarding the abatement request for 143 Village Street. Bob Wilson made a motion to grant the abatement; Chan seconded. The abatement was granted due to the property being vacant and the lack of any water or sewer usage.

### Demolition Protocol Discussion.

Most municipalities require that utilities are cut and capped at the main, not at the property line. The Town of Medway Water and Sewer regulations do not speak of this issue. We have had 1 or 2 demolitions in the past few years. When a property is abandoned we as the municipality do not want old and unused pipe in the roadway. When abandoning a sewer service, the property owner has the option to video inspect the line and if the line is in good condition the DPS may approve the existing service. A water line must be cut and capped at the water main in the street. The most recent demolition in Town is at the corner of Village and High Streets. Bob Wilson asked if we are asking them to go into the street, cut, cap, etc and then repair the road? We also have two active demolitions right now. The owners plan to abandon the service on Village Street and come in off Island Road. Chan Rogers wondered if people are trying to take the easy way out when it comes to abandoning a service. Tom would like to implement a written policy regarding this. If a service is not capped at the main and is instead capped at the curb the Town incurs the liability if there is a service leak. The property owner makes the decision to abandon a service. Bob Wilson agrees and feels the Town should not have a live line/stub in the street. The Board of Water and Sewer Commissioners 2013 goal is to update rules, regulations and construction standards. This will be one of the standards that will become a written policy. Tom stated this has been demonstrated in other communities and is what is best for the Town.

Bob Wilson made a motion to require demolition property owners cut and cap utilities at the main line unless otherwise authorized by the Department of Public Services.

Chan Rogers seconded

Unanimous, 2-0.

### Leak Report Discussion

Tom Holder showed the Water and Sewer Commissioners the Leak Postcards sent out based on the reports run showing 24 hour usage which was indicative of a leak. Bob asked to see a report at the next meeting. Chan and Bob both felt the fact that the AMR meters provide us with the ability to be proactive and be able to notify residents and business owners of a potential problem is wonderful! A report will be provided at the next meeting.

Bob asks if as a Town we are recording more water use or less? We appear to be recording less consumption, not more as we thought. This is likely due to higher rates and conservation initiatives. We are confident the meters are working well and are accurate.

### Route 109/ West Street Water Main Project

The project is 75% done and then they will move over to West Street. Per the contract, the project is due to be done by October 5. It is expected that an extension of time will be requested.

The next meeting is scheduled for Monday October 1<sup>st</sup>. The meeting will be held in the DPS office of Tom Holder.

At 7:30 Bob Wilson made a motioned to adjourn the meeting.

Chan Rogers seconded.

Motion approved. Unanimous vote, 2-0