

**WATER & SEWER COMMISSION
MEETING MINUTES
DECEMBER 8, 2010
7:00 PM**

Present: Dave Pepe
Bryant Firmin

Also

Present: Kara Buzanoski, DPW Director

NEW BUSINESS

1. Consideration of minutes from the November 3, 2010 meeting.

Postponed to the next meeting.

2. Review water & sewer non-rate fees and charges.

Mrs. Buzanoski mentioned that the fees on the website are not current and need to be updated. She added that the Water Dept has informed her that fire flow tests are not being properly charged. Some tests are using a lot of water, so a charge for the value of the water used should be added.

Commissioner Pepe asked if we use a meter to register the use. Mrs. Buzanoski replied no, but the crew can estimate the usage based on the pressure and duration of the test. The consensus was that if the contractor is using the water, we need to charge them for it.

This will be continued to review fees and vote on any changes.

3. Review request to reduce water bill due to leak at 1 Maynard St.

The Commission reviewed the water bill issue at 1 Maynard St. with Mrs. Buzanoski. Mrs. Buzanoski stated that because of the high bill, the owners discovered that there was a leak in a spigot located in the garage, which was used to fill their pool. The recommendation was that the Commission does not allow a reduction because the high usage on this bill was due to a water leak. Mrs. Buzanoski added that the policy of no reductions for leaks is printed on the back of the water bills. After discussion the Commission agreed two in favor to uphold the Commission's policy and not allow a reduction.

4. Meeting with Pheasant Hill representatives, to review the research on their request that the rate be limited to the first tier due to individual owners using less than 2000 CF.

The Pheasant Hill representatives were not present. Commissioner Pepe was not at the last meeting so Commissioner Firmin and Mrs. Buzanoski reviewed information that was previously discussed. Commissioner Pepe suggested looking into a policy. This will be continued to the next meeting.

5. Review of drainlayers license requests.

There were no drainlayers license requests.

6. Review Correspondence.

The Commission reviewed items in the correspondence folder.

OLD BUSINESS

1. Review of Westerly plant construction.

Still waiting for draft permit from EPA.

2. Review of Brigham Street Well.

Mrs. Buzanoski stated that there was a meeting on November 8th with Barbara Kickham, DEP. The meeting was to discuss the New Source Approval application that Tata & Howard submitted. Barbara noted that the application should be filed as Replacement Source, but the totals from Brigham & Crawford St can be combined.

3. Supervisor's Report.

- Received DEP verification of unaccounted for water.
- Liz Kotowski, DEP, has informed Mrs. Buzanoski that the Assabet After Dark program offers a small water system operators course and added that there is one individual who is interested in interning in Northborough.
- MaWARN - Mrs. Buzanoski reviewed information on Massachusetts WARN (Water/Wastewater Agency Response Network) with the Commission. She thought it was a good idea to join and asked for their thoughts. Commissioner Firmin will see what information he can get on this.

Next Meeting: The next regular meeting is scheduled for January 5th.

Adjourn: At 7:35 pm, the meeting was adjourned.

Respectfully submitted,

Lynda LePoer
DPW Administrative Assistant