

**WATER & SEWER COMMISSION
MEETING MINUTES
APRIL 6, 2011
7:00 PM**

Present: John Meader
David Pepe (arrived at 7:20 pm)
Bryant Firmin

Also

Present: Kara Buzanoski, DPW Director
Al Del-Re, 10 Hillside Road

NEW BUSINESS

1. Consideration of minutes from the December 8, 2010, February 9, and March 2, 2011 meetings.

The minutes from the December 8, 2010 meeting were approved two in favor by Commissioner Firmin and Commissioner Pepe.

The minutes from the February 9, 2011 meeting were approved two in favor as amended by Commissioner Meader and Commissioner Firmin.

The minutes from the March 2, 2011 meeting were approved two in favor as amended by Commissioner Meader and Commissioner Firmin.

2. Meet with Mr. Al Del-Re regarding tamper fee at 10 Hillside Road.

Mrs. Buzanoski explained that the house at 10 Hillside Road was vacant and under renovation. During the winter, a contractor came in to the office to inquire about a frozen meter and what was required. He was told that they would have to pay a frozen meter fee and they would need to set up an appointment for a new meter. He said that he would inform the homeowner. Recently, the office staff was discussing this issue to see if anyone had contacted the office. No one had, so one of our maintenance employees went out to the address to investigate. He discovered that the meter had been tampered with. He was instructed to shut off the water, which was actually left on, but at a very low flow. A letter was sent to the homeowner notifying them of the water shutoff and the fees being assessed, which totaled \$228.00. Once the fees were paid, the water would be turned on.

Mr. Del-Re called Kara to discuss the letter. Mr. Del-Re's wife came in with a check for \$328.00. The water was turned on.

Mr. Del-Re stated that he did have a small leak in the meter and that his plumber replaced the broken bottom plate on the meter for a fraction less than the Town fee. He did not contact the office until the water was shutoff. He disagreed with the tamper fee assessment because he does not consider what he did to the meter to be tampering. He also stated that he believes the meter was registering accurately.

Commissioner Meader asked if the security device was activated on the meter.

Mrs. Buzanoski replied that the security device is only activated when the top is removed. This meter had a cracked bottom plate which was replaced by Mr. Del-Re's contractor without breaking the seal.

Mrs. Buzanoski stressed the fact that the rules & regulations of the water department clearly state that the meter is the property of the Town. No one except the Town should be handling the meter or making repairs to it. The homeowner was made aware of the requirements and chose not to follow the requirements of the department. She also added that this is also noted on the back of the water bill.

Mr. Del-Re will be issued a refund of \$100.00, the amount of his overpayment. The original fee will remain as is.

Mr. Del-Re requested the bill be reissued with the correct fee noted on it. The Commission agreed.

3. Review budget documents.

The Commission reviewed the budget documents.

4. Review of drainlayers license requests.

There were no drainlayers license requests.

5. Review Correspondence.

The Commission reviewed items in the correspondence folder.

Mrs. Buzanoski wanted to discuss a letter from Matt Smith, Bowler Engineering regarding the Walmart expansion. Walmart is currently in the permit process stage. The project currently includes an onsite wastewater treatment plant with flows of 10,000 gallons per day. He is asking what the viability of bringing sewer

down Otis St. to Tomblin Hill Rd. There would be a pump station & lift located at Smith Pond, on private property (yet to be determined) with an easement.

Mrs. Buzanoski stated that this would extend the sewer area coverage and would open up Lawrence St. for future sewer extension.

Commissioner Meader asked if this area was identified as a needs area. Mrs. Buzanoski stated it was in a needs area.

Commissioner Meader would like to see the areas and estimated flows within the sewer master plan areas that have not connected to the system since the study was done by Fay Spofford & Thorndike 10 years ago.

Commissioner Meader asked who would own/maintain the pump station.

Mrs. Buzanoski replied that the Town would accept it and maintain it. It would be a similar situation as the West Main St. pump station, which was built by the nursing home and turned over to the Town.

OLD BUSINESS

1. Review of Marlborough Westerly Plant construction.

Mrs. Buzanoski stated that Jane Madden, Camp Dresser & McKee, has informed her that the contractor has made up 2 to 3 months that they were behind on the project.

2. Review Brigham Street Well project.

DEP has asked Northborough to participate in their voluntary "DWINSA" (Drinking Water Infrastructure Needs Survey Assessment). Tata & Howard will be assisting.

3. Supervisor's Report.

- Mrs. Buzanoski stated that the water bills will be mailed May 2nd.
- Changes to Water Regulations & Sewer Regulations - We would like to formally implement a requirement for developers to enter into a contract with the Town when doing water and/or sewer extensions in the public right of way. This is the first draft. Also, new Street Regulations are in the process of being created.
- Mrs. Buzanoski noted that the water bill for Guiseppe's Grille, 35 Solomon Pond Rd is in arrears. They had previously set up an agreement to pay \$2,000/month (in 2009) which was not adhered to. Commissioner Meader

inquired about placing a lien on it. Mrs. Buzanoski replied that liens will be issued in October. In the mean time, there will be two more bills issued. She will send them a letter regarding non-payment of their water & sewer bill. She will also let them know that their usage seems to have increased considerably and they should check for leaks.

Next Meeting: The next regular meeting is scheduled for May 4th at 7:00 pm.

Adjourn: At 8:30 pm, the meeting was adjourned.

Respectfully submitted,

Lynda LePoer
DPW Administrative Assistant