

**WATER & SEWER COMMISSION
MEETING MINUTES – MARCH 19, 2019**

5:30 PM – Conference Room B, 63 Main Street Northborough MA

MEMBERS PRESENT: John Meader
Bryant Firmin
David Pepe, absent

ALSO PRESENT: Scott Charpentier, Public Works Director
Tim Davison, Water & Sewer Supervisor
Sarah Jean, Administrative Assistant
Julianne Hirsh, BOS Liaison

Commissioner Meader opened the meeting at 5:35 PM.

1. CONSIDERATION OF MINUTES FROM THE DECEMBER 18, 2018 MEETING

Commissioner Firmin moved to approve the meeting minutes of the December 18, 2018 regular meeting as read, Commissioner Meader seconded the motion; the vote was two in favor, one absent.

2. WATER/SEWER CAPITAL IMPROVEMENT PROGRAM SUMMARY

Mr. Charpentier presented the Capital Improvement Program Summary for the Water and Sewer Enterprise Funds. Mr. Charpentier reports that the Capital Improvement Program Summary has been reviewed by the Appropriations Committee along with the Town Administrator.

Mr. Charpentier informed the Commission that Town Meeting is scheduled for Monday, April 22, 2019.

Water & Sewer Enterprise Fund

Water/Sewer Garage Design & Improvements

Mr. Charpentier and the Commission discussed the water barn located at 200 School Street. Mr. Charpentier indicated that the current facility was built in 1964 prior to there being a sewer department and is undersized for the number of vehicles & equipment that it currently houses. It requires vehicle storage expansion, HVAC and electrical upgrades to allow the town to maximize the benefits of department equipment and their on-board technologies.

Mr. Charpentier stated that \$75,000.00 is being requested for a space study and he's hopeful that these funds will allow for a good design and quality estimate so we can move forward with construction funding in the future.

Water Enterprise Fund

Assabet Hill Water Tank Rehabilitation

Mr. Charpentier and the Commission discussed the Assabet Hill Water Tank Rehabilitation Project. Mr. Charpentier reports that \$70,000.00 is being requested for design services. Commissioner Meader inquired if \$70,000.00 would be enough money for design services and Mr. Charpentier stated that it was.

Mr. Charpentier stated that both projects have been incorporated in to the rate study.

Commissioner Firmin moved that the Board vote to support the FY 2020 Capital Improvement Plan; Commissioner Meader seconded the motion; the vote was two in favor, one absent.

OTHER BUSINESS:

Mr. Charpentier reports that the new owner of 30 Hudson Street has expressed interest in connecting to town water and town sewer and has completed the documents necessary to move forward with apportioning the privilege fees on to the property taxes. Mr. Charpentier stated that the necessary permits for the water and sewer connection have been applied for and it is his understanding that work will begin after the owner receives a formal determination form the Zoning Enforcement Officer.

Review and execute sewer betterment recording documents.

Commissioner Firmin moved to execute the water betterment recording document for 30 Hudson Street, Commissioner Meader seconded the motion; the vote was two in favor, one absent.

Water Betterment Total: \$4,200.00

Commissioner Firmin moved to execute the sewer betterment recording document for 30 Hudson Street, Commissioner Meader seconded the motion; the vote was two in favor, one absent

Sewer Betterment Total: \$9,100.00

Mr. Charpentier reports that the bid opening for the Sewer Rehabilitation Project (I & I) – Year 1 was held on Tuesday, February 12, 2019. Inland Waters was the lowest bidder and we are currently awaiting signatures on the contract. Mr. Charpentier stated that they will correct a sag near Davis Street at the end of Northgate Road and reports that work has to be done in the spring when groundwater is at its highest.

Mr. Charpentier reports that the Route 20 Pump Station is complete and the grinder was installed just after the new year and paving will be done in-house.

Mr. Charpentier reports that Milk Porridge Circle will be fully paved once the work is complete. Mr. Davison reports that there are seven (7) more services to complete at this time.

Mr. Charpentier reported that there is no change with regards to the Intermunicipal Agreement negotiations with the City of Marlborough – noted that it's been a slow and tedious process.

Next Meeting: The next regular meeting is tentatively scheduled for April 16, 2019 at 5:30PM.

Adjourn: Commissioner Firmin moved the Board vote to adjourn at 5:55 PM; Commissioner Meader seconded the motion; the vote was two in favor, one absent.

Respectfully submitted,

Sarah Jean
Administrative Assistant

Documents used during meeting:

1. March 19, 2019 Meeting Agenda
2. December 18, 2018 Regular Meeting Minutes
3. FY2020 Capital Improvement Program Summary
4. Water & Sewer Betterment Order - 30 Hudson Street