



TOWN OF CARVER

North Carver Water District

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North Carver Water District Minutes

January 14, 2015

Posted in Accordance with the Provisions of M. G. L. Chapter 30A, Section 20B, authorized person Jack Hunter.

The North Carver Water District Commissioners met on January 14, 2015 at the Carver Town Hall, Meeting Room #3, 108 Main Street, Carver, MA. The meeting was opened by Mr. Kevin Tracey at 5:03pm.

PRESENT: Kevin Tracey, Commissioner; Stephen Romano, Commissioner; William Sinclair, Commissioner

ALSO PRESENT: Jack Hunter; Bruce Trumbull, SWSS; Mike Ohl, CEI Engineers; Madeleine Pompei, Administrative Assistant

1. CITIZENS' PARTICIPATION – None.

2. MINUTES: December 22, 2014– On a motion by Mr. Sinclair; seconded by Mr. Romano the minutes of December 22, 2014 were approved unanimously as written.

3. CLEARWELL EXPANSION – update

Per Mr. Ohl, 9 bids were received. The low bid was \$139,000 for a base bid with an alternate bid (increased tank size) of \$157,000. Duxbury Construction was the low bidder but there is some concern as they have no experience in this type of project. They (Duxbury Construction) would prefer to cast in place rather than precast the pieces necessary. Mr. Ohl feels that Duxbury Construction is lacking in experience. They will be relying on a sub-contractor but at the time of the bid they did not have a structural engineer in mind. Their contract did not reference the sub-contractors they would be using. Mr. Ohl says that he did reach out to the Attorney General's Office in regard to a possible bid protest by Duxbury Construction. The Attorney General's Office asked what the original bid letter states. The letter does indicate that the bidder has to have experience. In Mr. Ohl's opinion, Duxbury Construction is not qualified. The second bid in line was from M.E. Smith for \$179,000 base bid and \$10,000 for expansion in tank size. They would use a pre-cast structure using Rotondo Concrete who has extensive experience. Mr. Ohl stated that both Duxbury Construction and M.E. Smith provided good references but Duxbury Construction had no experience in this type of work. His recommendation was to go with M.E. Smith. Mr. Sinclair asked if a protest were filed, approximately how long a delay it would cause. Per Mr. Ohl, a month. Mr. Sinclair asked if work would have to stop completely. Yes it would. Mr. Romano

asked if the vote were tonight, would the company chosen use the winter time to begin processing. Per Mr. Ohl, the company approved would start their process with their concrete company. If we vote tonight, how will Duxbury Construction be notified? Mr. Ohl would call tomorrow. Per Mr. Sinclair Duxbury appears not to be qualified and he has an additional concern about the age of their equipment. To him, M.E. Smith looks like the better option. Mr. Sinclair asked what the cost of the appeal would be. Mr. Ohl stated that he could not see the appeal costing more than \$5,000. Per Mr. Trumbull, Much more labor intensive to pour the concrete in place. There could be litigation either way; M.E. Smith could also file suit based on the qualifications of Duxbury construction. Mr. Sinclair asked Mr. Milanoski for his recommendation. Mr. Milanoski stated that he would go with M.E. Smith.

MOTION: by Mr. Romano to approve M.E. Smith.

SECOND: BY Mr. Sinclair

APPROVED UNANIMOUSLY

Mr. Milanoski requested that when Mr. Ohl calls Duxbury Construction that he give them a very detailed explanation of the decision.

4. Appointment: Michael Milanoski, Town Administrator-FY 16 Budget

Mr. Hunter took a look at the Pilot from Southern Sky and it was solid. The real estate dif is \$43, 142.00. Mr. Milanoski is setting the budget at \$170,000 for FY16. Per. Mr. Tracy, we are at \$166,000 and we run consistently below budget. The legal fees hopefully were high at \$5,000. He asked Mr. Milanoski how does the transfer from the agaeneral Fund jive with prior pro forma? Mr. Milanoski stated that if \$180,000 was needed, we could add it but he was putting it at \$166,000 as of now. He stated that the town could be looking at borrowing \$40 million and that he would be looking at new financial advisors. Per Mr. Romano, problem with Unibank was they made the mistake so they should have taken the financial penalty, not the Town of Carver. Mr. Milanoski agreed. Mr. Milanoski went on to discuss the truck currently used by NCWD. At one time, the operator needed the truck full time but now the truck is not used full time. The DPW will be able to make better use of that particular truck but will make sure that the Water Department is the top priority. Per Mr. Tracy, the truck was in the contract with Small Water Systems and the loss of it may cause the contract amount to increase. Mr. Milanoski asked Mr. Trumbull to fill him in on the use. Mr. Trumbull stated the truck was used to go on water main break calls, service calls, and possibly hydrants in the future. He will price out the new contract without the truck in it. Mr. Roomano asked if there was a water main break, would the DPW accommodate the NCWD? Mr. Milanoski assured him that would be the case. Mr. Hunter stated the MOU with the town could be revised. Mr. Milanoski said that it sounded like the truck was not needed on a daily basis. Mr. Trumbull stated it was not, but when it was needed, it was very important to have it. Mr. Romano wanted assurance from Mr. Milanoski that if the DPW does not satisfy the needs of NCWD, the truck issue could be revisited. Mr. Sinclair voiced concern over the tools that are currently stored on the truck. He indicated there is no place for storage at the plant. Mr. Milanoski stated that he would see if storage space was available at the DPW. He planned to set up a meeting with Mr. Trumbull to discuss space needs. Mr. Sinclair stated

that he would like to see the budget before making a motion regarding the truck. He would like to make sure that adequate storage is available and that a vehicle will be free when needed. He assured Mr. Milanoski that NCWD will work with the town. Mr. Milanoski said he would issue a memo next week with details outlined. Mr. Romano asked if the truck would be going as of June 30th because there would be no contract as of March 31st. Mr. Milanoski said that a truck would be available, no matter what. Per Mr. Hunter, the memo and budget would be ready by the February meeting. Mr. Milanoski said he feels the budget is ready. Mr. Tracey stated he is not comfortable taking the vote yet. Mr. Trumbull said he will get a new contract ready for February. Mr. Sinclair asked when the budget would be final. Mr. Milanoski said as soon as possible.

5. Operator's Report

Mr. Trumbull stated that there was a problem with the meter read at Honeydew Donuts. Mr. Hunter said there is a discrepancy in that area because there are more meters than units. Mr. Woollam, Ms. Kay, and Mr. Hunter are planning to meet to review the situation. The unit is not using much water. Per Mr. Trumbull, the master meter and the sub meters never match. Mr. Hunter stated that Mr. Woollam needed to call a plumber. Per Mr. Trumbull, it would be done as soon as possible. Regarding the demand notices sent, all but two customers: Plourde and Piepenbrink, have paid. The shut off date, confirmed by Mr. Trumbull is 1/15. Mr. Trumbull stated there were no discernable issues with Decas. There is some maintenance work to be done at the weekend. The pumps are to be serviced by McKinstry who will do general maintenance. There is seriously diminished flow from the wells. Mr. Sinclair asked if this could be scheduled during the Clearwell Expansion. Mr. Trumbull stated we could try but we may need to do something sooner. Mr. Sinclair stated it was time to start thinking of the next phase which is a well field. Mr. Hunter said we need to review the disaster drill from the DEP. He would like to sit and go over it with Mr. Woollam. Mr. Woollam told Mr. Hunter it was an in-house training. Mr. Hunter said there is a house on Plymouth Street that needs to be hooked up. It's been two months since the permit and nothing has been heard. The North Green Church is being turned into condos. The P&S has been signed and they will need lines to hook up.

6. General Discussion

a. Water Commitment

Motion: by Mr. Romano to sign the Water Commitment in the amount of \$33,288.36.

Second: Mr. Sinclair

APPROVED UNANIMOUSLY

b. Bills Payable

The Wrightington gas bill listed on the current bill sheet is not being paid from the correct account.

Motion: by Mr. Sinclair to pay a revised bill sheet in the amount of \$14,277.86 with Wrightington Gas being deducted from the correct account.

Second: Mr. Romano

APPROVED UNANIMOUSLY

7. Next Meeting

MOTION: by Mr. Sinclair to set the next meeting for February 18, 2015.

SECOND: by Mr. Romano

PASSED UNANIMOUSLY

MOTION: by Mr. Romano to adjourn

SECOND: by Mr. Sinclair

PASSED UNANIMOUSLY

The North Carver Water District meeting was adjourned at 6:24pm on January 14, 2015.

Respectfully submitted,
Madeleine Pompei

Table of Documents

Exhibit A	Meeting Agenda – January 14,, 2015
Exhibit B	FY16 NCWD Forecast
Exhibit C	Meeting Minutes, December 22, 2014
Exhibit D	Comprehensive Environmental Evaluation of Bids
Exhibit E	Water Commitment
Exhibit F	Schedule of Bills Payable 1/15/15