



# TOWN OF CARVER

## North Carver Water District

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### North Carver Water District Minutes May 15, 2013

**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 May 15, 2013, at the Carver Town Hall, Meeting Room # 4, 108 Main Street, Carver, MA. The meeting was opened at 7:01 pm by Mr. Hunter, in the absence of a Chairman.

**PRESENT:** Kevin Tracey, Commissioner; William Sinclair, Commissioner

**ABSENT:** Debbera Silva, Commissioner

**ALSO PRESENT:**

Jack Hunter, Director of Planning and Community Development; Bruce Trumbull, SWSS; and Debbie Trumbull, SWSS

**REORGANIZATION – WELCOME NEW MEMBER**

Mr. Hunter welcomed Mr. Sinclair as a new Commissioner and opened the floor to accept nominations for the position of Chairman.

**MOTION:** by Mr. Sinclair to nominate Mr. Kevin Tracey as Chair.

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

**1. CITIZENS' PARTICIPATION:** None

**2. EXECUTIVE SESSION:**

**0 North Main Street** – nothing new. Mr. Hunter updated Mr. Sinclair about the situation.

**160 North Main Street** – There has been no movement. Kopelman and Paige, P.C. has directions from the Commission to begin depositions in June.

**3. MINUTES:** April 17, 2013 (Exhibit B)

**MOTION:** by Mr. Sinclair to table the Minutes as Ms. Silva is not present

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

**4. WATER OPERATOR'S REPORT:**

**a. Skillings Contract Work** – Mr. Bruce Trumbull of Small Water Systems Services reported on the condition of the pumps at the treatment center. Skillings & Sons, Inc of Amherst, NH inspected the pumps and cleaned the clogged inlets (Letter of proposed work and estimate-Exhibit C). They submitted a report of their findings (Exhibit D) and recommend that two new well pumps be purchased and installed in the place of the existing pumps. The current pumps can then be rehabilitated and kept as backup pumps. Rehabilitation of the current pumps could take up to two years. Mr. Trumbull will solicit three quotes for new pumps.

Mr. Sinclair inquired if the generator is on a regular maintenance plan. Mr. Trumbull answered that F.M. Generator, Inc. does regularly scheduled service and he will confirm that it is semi-annual. Mr. Sinclair suggested that June and November are good times of the year for service, and that NCWD should entertain having a contract for the generators. Mr. Trumbull will investigate.

**b. Cranberry Village Update** – The new meter was installed with a radio read device, was inspected and back-flow tested. Everything is working fine. Cranberry Village is to be billed for one hour of labor. Cranberry Village wanted an analog meter reader to self-monitor their water use, but the additional part would cost around \$800. We are waiting to hear from Cranberry Village if they want to invest in the analog reader. They are currently using up to 45,000-60,000 gallons per day.

**c. Dunkin Donut Update** – The meter was installed, and Mr. Trumbull did a cross-connection survey and backflow prevention test. The water is connected, and the radio read is yet to be installed.

**5. Possible Off-Site user agreement and fill station lease and license – update and possible vote**

SLT is under Purchase and Sale agreement with Agway, with the condition of Marion Drive being accepted as a public road. It is a warrant for Town Meeting on June 3, 2013. The road is being paved May 18<sup>th</sup>. NCWD will put up the surety for the punch list. A hotbox is still needed. Mr. Jeff Opachinski will allow NCWD to connect the hotbox to his lamp, and NCWD will offset the cost of the electricity from his water bill. Decas Cranberries is ready to begin receiving water. The MBO Precast license agreement will be ready to be signed in two weeks. The hotbox should be paid for out of the capital account. Decas will take 25,000-50,000 gallons per day.

**MOTION:** by Mr. Sinclair to authorize the NCWD Chair to sign the license agreement with MBO Precast

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

**6. GENERAL DISCUSSION:**

**Bills Payable** (Exhibit E)

**MOTION:** by Mr. Sinclair to approve payment of bills as presented on the Schedule of Department Bills Payable dated 5/15/13, totaling \$21,885.25

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

SolareAmerica invoices NCWD for electricity used at the treatment plant. Mr. John Scorsone of SolareAmerica set-up the solar application with NStar, which listed where the credits are to be disbursed. NCWD treatment plant should be the first recipient of any credits, followed by Carver Town Hall, then the Carver Library. They were listed in reverse order of priority but have been corrected, so going forward any credits will be shown on the invoice from SolareAmerica.

Mr. Hunter asked if there could be a procedure for authorizing payment of bills in-between the monthly commissioner meetings.

**MOTION:** by Mr. Sinclair to pay utility bills with signature authorization of two NCWD Commissioners

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

**Financial and FY14 Budget Update**

Mr. Hunter updated Mr. Sinclair.

**Capital Outlay** – No discussion

**7. OTHER BUSINESS:**

Mr. Trumbull installed a new curb-stop and shut-off in the municipal system.

Mr. John Kelly, DPW Commission Chair, has been complaining about the water quality at the housing authority and the need for flushing. Mr. Trumbull has increased the frequency of flushing to every

two weeks but cannot flush adequately without stirring up sludge. He spoke with Mr. Michael Ohl of Comprehensive Environmental, Inc., who suggested having a median tank to swap out 3,000-4,000 gallons per day. Mr. Ohl will analyze the content and advise what is needed for cleaning. DEP will need to approve any plan.

Mr. Trumbull asked permission for Mr. Mike Woollam to work on the system, as he is an employee of Small Water Systems and knows the system very well. Mr. Tracey and Mr. Sinclair both expressed their desire to have the best people working on the system.

**MOTION:** by Mr. Sinclair to allow Mike Woollam, an employee of SWSS, to return and work on the NCWD system as needed

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

The question was raised as to whether NCWD charges home-owners for replacement residential meters. Mr. Sinclair suggested that the NCWD Rules & Regulations should state a policy for replacing residential meters every ten years and inquired if there is a condition for commercial meters to be tested and certified annually. Mr. Hunter will investigate with neighboring towns as to their policies.

There is still one home on Lakenham Drive where the old meter has not been replaced with the new radio read meter. NCWD will send via certified mail a letter to the taxpayer that the water will be shut-off within thirty days if he does not comply with the conditions for upgrading the water meter.

Dunkin Donuts on Montello Street has been assessed a privilege fee on their account that can be paid up front or over the next seventeen years. Atty. Jeffrey Blake of Kopelman and Paige, P.C., is wording an agreement that will need to be signed by the NCWD Commissioners and recorded with the Town Clerk.

Mr. Ohl investigated the possibility of extending the water main along Green Street to the property owned by Mr. Ned Brush (Exhibit F). The current estimate for extending the main 550' is approximately \$110,000, and there is not enough anticipated revenue based on usage to warrant the investment. If Mr. Brush does the work himself, the cost would be reduced. If Mr. Jack Williams were to participate, there would be a betterment on his property.

The Planning Department's assistant revised the Water Service Application so it includes space for procedural sign-off and informational record keeping (Exhibit G). Mr. Trumbull has a copy to use with the next meter installation to test for working functionality.

Mr. Sinclair inquired if the Commissioners would entertain another day of the week for meetings, such as Monday or Tuesday. Mr. Tracey asked that the meetings be held in Meeting Room #3 going forward.

**ADJOURNMENT:**

**MOTION:** by Mr. Sinclair to adjourn

**SECOND:** by Mr. Tracey

**UNANIMOUSLY VOTED**

**The North Carver Water District meeting was adjourned at 8:51pm on May 15, 2013.**

**Table of Documents**

Exhibit A	Meeting Agenda - May 15, 2013
Exhibit B	NCWD Open Session Minutes April 17, 2013
Exhibit C	Skillings & Sons, Inc. estimate
Exhibit D	Skillings & Sons, Inc. Findings & Recommendations
Exhibit E	Schedule of Department Bills Payable 5/15/13
Exhibit F	email from Michael Ohl, Comprehensive Environmental
Exhibit G-1	revised Water Service Application