

**NORTH CARVER WATER DISTRICT MINUTES
SEPTEMBER 12, 2016**

APPROVED
10.17.16

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

The North Carver Water District Commissioners met on September 12, 2016, at the Carver Town Hall, Meeting Room #3, 108 Main Street, Carver, Massachusetts. The meeting was opened by Mr. Kevin Tracey at 5:30 p.m.

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

ALSO PRESENT: Michael Milanoski, Town Administrator; Meg Lamay, Finance Department; Mike Woollam, SWSS; John Wood, DPW; Christine Champ, Recording Secretary

1. FY16 Operations Overview.

Meg Lamay referred to the budget handouts, noting they closed out about \$8400 through team earnings. She said the areas with the most overages were equipment, other services and electric. Ms. Lamay went over the numbers which Chairman Tracey and Mr. Sinclair disagreed with. There was further discussion regarding the numbers. Mr. Milanoski said he would deal with the numbers and discussed the credits with Ms. Lamay. She thought Ms. McCollem had done the numbers and she questioned who was supposed to be sending her the numbers. (Elaine or Marlene). Ms. Lamay thought revenue must be assigned to a different account. She said it was okay that they used the operations budget to satisfy the needs.

Ms. Lamay continued, revenue went up but the debt increased by 100,000. There was a gain but the loss was 40,000 more. Per Mr. Milanoski's inquiry, Ms. Lamay said the revenue from operations, increased by 63,000. She continued going over the budget numbers, explaining what the numbers were. Mr. Woollam explained a bit about Decas ramping up their water for harvesting seasons and Chairman Tracey thought they would stop taking water on Fridays.

Ms. Lamay said she wanted the water billing back on track so she could track revenues better. Chairman Tracey said he was looking for a solution for that. Ms. Lamay continued speaking about the overall revenues. She went over revenue percentages towards the operation budget. She asked for any questions from the board. Mr. Sinclair said the only outstanding question was credits regarding electric. Chairman Tracey asked if there were any other questions and there were none.

2. Quarterly Billing Status.

Mr. Milanoski spoke first regarding the date set for getting quarterly billing out. Mr. Woollam said he was scheduled to do a reading the following Thursday. Ms. Lamay, Ms. McCollem and Mr. Milanoski met earlier in the day regarding using the old system until the new system was running, according to Mr. Milanoski. He continued discussing getting to the point of printing bills.

Mr. Milanoski said, regarding un-metered, the bill must be done by hand. Because Ms. McCollem was going away in early October, he wanted to get 95% of the two quarters out (billing). Mr. Milanoski said they should wait to see how quick Softright is up and running and until they are running, the town must

continue with the old system. Chairman Tracey questioned if they should expect a bill from Rob Luongo(phonetic). Ms. Lamay said they assumed so and they were having the conversion. Mr. Milanoski said right now they were looking at the beginning of October or before. He said, one more conversation with Luongo(phonetic) and they would go from there.

Chairman Tracey said people with previous balances should be paying fees, et cetera. Inquiring if there were any questions, the response was none.

3. Continuation of Public Hearing: Rules and Regulations

Mr. Sinclair said he had not seen the new ones (R&R) and he felt they had tweaked any problems. Mr. Romano remembered they must set brake for things that were different.

Chairman Tracey said it was 28,000 per day for Decas and wondered if they should just leave it. Mr. Milanoski said they had revamped their system and if something went down, they needed a backup water supply. He added, four days a week was their present need. Mr. Milanoski said they would meet up with after the harvesting season. Chairman Tracey wanted to iron all out before the budget for next year. Mr. Milanoski said they were still getting pressure from DEP but they were getting it under control.

Chairman Tracey said Mr. Woods needed to change the DPW (contact information) address in the rules and regulations. He also questioned the annual fire protection surcharge of 1500 per year. There was further discussion regarding a decision about that fee to finalize the rules and regulations.

There was further discussion regarding water for fire protection. Mr. Romano said they needed to change the verbage in the rules and regulations to clarify, as they were trying to put in since the document could live for decades. It was noted that other technical specifications needed further work with Mike Ohl's help.

More revision were needed to the document which John would do.

The temporary service fee was discussed. Mr. Woollam said other towns charge for rental of parts and operator fees and that we did not have this equipment. Mr. Woods said the sweeper had been filled up before, a handful of times. Mr. Sinclair asked about the uses such as hydroseeding. One answer was, big construction sites for concrete. Also temporary setups for house fires. Mr. Woods did not think the town should bill a homeowner twice if they had a fire. Chairman Tracey then questioned, should we even offer temporary service? Mr. Milanoski felt it should be left in as it should be offered. Chairman Tracey said they might add "needs to be a domestic user" there.

Chairman Tracey made an update in the rules and regulations. Mr. Sinclair suggested the number of 1500 plus usage. Chairman Tracey added to the area.

Regarding private fire service device backflow testing, Mr. Woollam said the alarms make a difference so they should consider a higher cost for differential. He wondered, if there were 10 guys from the fire department, what would it cost? They would find out the fee from the chief or deputy chief. He said there were false callouts that triggered alarms. Mr. Woollam said the backflow test could be scheduled and they could disarm, and there was a cost to the town for going out. Mr. Sinclair said we should have a basic

cost for triggering the fire department to go out.

There was a list of technical specifications and Mike Ohl would get those things per the board members. Mr. Woollam said he would remind him.

Mr. Sinclair suggested that it be on the next agenda and Mr. Romano thought maybe they would have numbers by the next meeting.

Mr. Sinclair motioned to continue the discussion on rules and regulations. Mr. Romano seconded the motion. It was voted unanimously.

4. Water Operator's Report.

Mr. Woollam will remind Mr. Ohl about updated infrastructure. He said the treatment plant was running well but the wells were not. Mr. Woollam said he got quotes from the previous pump repairer. He read from the estimate and explained the issues with the motor (motor on estimate was 6 inch.) Mr. Woollam went over exactly what was happening on the pump and screen and the recommendations. The repairer was trying to figure out how to do this, per Mr. Woollam.

On the topic, he did get new source approval from central district DP. Mr. Sinclair suggested they could not make a decision until they had new numbers and specs from Mr. Ohl. Mr. Woollam said they would attempt to do two wells in one day, with one to back up. He said he was a month out because of the drought. Mr. Sinclair suggested to put on the fiscal year budget, twice the number of the estimate. He said this was something to think about for next year's budget. Mr. Woollam said, other than that, treatment plans has been running beautifully.

Mr. Milanoski suggested taking out of repairs and maintenance, building and grounds. Chairman Tracey agreed. Mr. Woollam confirmed, this was for the parts being replaced. They will pay out of there.

Mr. Sinclair made a motion to authorize the expense of 7,054.40 for two pumps. Mr. Romano seconded the motion. It was voted unanimously. After a short discussion, Mr. Sinclair noted they would add the freight charge and it would be paid from repairs and maintenance, building and grounds.

Chairman Tracey asked if the water mains would be flushed. Mr. Woollam said he believed so and that everything seemed good. He added that Indian Head was taking water which helped with Decas taking less. Mr. Milanoski said they should be billed differently. Mr. Woollam said he heard it was too difficult to bill monthly. Mr. Milanoski wanted to know the possibility of putting in a meter before a distribution unit and Mr. Woollam said they could do that and just needed some parts. He figured it would be over 5,000.

Mr. Milanoski questioned if there were pressure problems and Mr. Woollam said no. Mr. Woollam said it saves them time, when asked about the advantage of them, by Mr. Milanoski. There was continued discussion between Mr. Milanoski and Mr. Woollam regarding delivery times, increase in usage and leakage in the system.

5. Minutes: August 8, 2016.

Regarding Item #2, there was no date for revision and Mr. Ohl was getting the date. Mr. Woods said he would get in touch with Mr. Ohl.

Mr. Sinclair motioned to approve the minutes of August 8, 2016, as amended by inserting the date at item #2. Mr. Romano second the motion. There was no further discussion and it was voted unanimously.

Mr. Woods will amend the minutes when he gets the date.

Mr. Milanoski steps out at 6:44 p.m.

6. Bill's Payable.

Mr. Sinclair motioned to pay bills in the sum of \$7,593.99. Mr. Romano seconded the motion. It was voted unanimously.

7. Next Meeting.

Mr. Sinclair motioned to have the next meeting on October 17, 2016, at 5:00 p.m. Mr. Romano seconded the motion. It was voted unanimously.

Mr. Sinclair motioned to adjourn the meeting. It was seconded by Mr. Romano. It was voted unanimously.

The North Carver Water Commission was adjourned at 6:47 p.m. on September 12, 2016.