



Amended 1-10-17

Town of Carver, North Carver Water District Commission

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

Meeting minutes for December 12, 2016. The North Carver Water District Commissioners met, today, at the Carver Town Hall, meeting Room # 3, 108 Main Street, Carver, Massachusetts.

Attendees: Kevin Tracey, Chairman; William Sinclair, Commissioner; Marlene McCollem, Director, Planning and Community Development

Also Present: John Woods, DPW; Mike Milanoski, Town Administrator; Michael Ohi, Comprehensive Environmental Inc., Mike Woollam, SWSS

Absent: Mr. Romano, Commissioner

Meeting called to order at 5:02 PM, by Mr. Tracey

Bulk Water Contracts:

A copy of the Indian Head contract and the amendment with Decas was dispersed

Indian head is modeled after original agreement. The differences are as follows:

It's a one-year contract, not three; renewable in one year increments with a 90-day written notice for alterations/terminations. It is currently set up for quarterly billing, with one last cycle in 2016 per rates and quantities discussed. Beginning January 2017, we will begin monthly billing. Ms. McCollem will work with Mr. Woollam for meter reading scheduling.

Beginning January 2017, Indian Head will be billed on a monthly basis, at the following rates:

- ⇒ \$8.19 per 1,000 gallons for 0 gallons to 166,600 gallons
- ⇒ \$7.80 per 1,000 gallons for 166,601 gallons to 250,000 gallons
- ⇒ \$7.40 per 1,000 gallons for 250,001 gallons to 333,300 gallons

Mr. Sinclair - Did we send this agreement over to Indian Head? Ms. McCollem - Yes, they are ready to sign.
Ms. McCollem - Does the board recommend any changes? No changes needed.

Motion to enter into agreement with Indian Head: Mr. Sinclair

Second: Mr. Tracey

Approved: Unanimous

Decas agreement changes:

- ⇒ Amended to extend agreement to March 31, 2017.
- ⇒ Elimination of minimum usage requirement of an average of 28,000 gallons per day.

All other terms and conditions, including the rates, remain unchanged.

Decas is requesting a copy of Certificate of Registration for 2016. Ms. McCollem is unable to find a copy here and will follow up to get a copy for both Decas and Indian Head.

Mr. Tracey – If Decas is ever looking for water in the future they are welcome. I would like to thank them for their business.

Motion to amend existing contract with Decas and to execute this agreement: Mr. Sinclair

Second: Mr. Tracey

Approved: Unanimous

Update:

Water Infrastructure Assessment and Planning Grant –

Mr. Ohl - We have completed shifting information into an Excel based spreadsheet and have a beta version to review. We need to make sure this meets expectations. Right now it has all assets, year of installation, life expectancy. The date on the spreadsheet is currently set up for years 1 -10, for each asset. Depending on the year, it will then adjust all the information concurrently. We will need to keep it updated, as we go forward, determining life expectancy, cost of repairs, etc. Then it will become customized to the district. When we are ready, I will meet with Ms. McCollem to test it out. Mr. Ohl would like to do this before the holidays.

Beginning steps for new source:

Step 1 – Doing test well investigations. Prior to that is ground water mapping which will show if we have bedrock wells. USGS has very good soil mapping. We don't know if we are in a spot where there is going to be water. Some areas have river sediment which tends to be indicative of a good water bearing location.

We need to look around and see other well data and then property location. It needs to be relatively close to existing system.

If we look at the other test wells that were dug, we can determine if others are promising.

Mr. Sinclair – Do we just look near where the well is or along the system? If we don't find a viable source where the well is, do we expand? Mr. Ohl – Yes, we would. Bedrock wells are different and the soil mapping doesn't tell you anything in that regard. Aerial mapping may have fractures that may be indicative of a water bearing fracture.

Ms. McCollem – Do we have any idea if the original test well data had information for yield and for quality? Our wells have the yield but not the quality. Mr. Tracey and Mr. Sinclair believe that is included in the data. Ms. McCollem Do we still look at those? Mike - If the wells are still in place than yes its not an issue to get a water quality sample. Mr. Tracey went to look around, last week, and found four. Ms. McCollem will propose that we go outside the fence to begin looking at these.

What are the legal requirement? Mike – it's town owned... I am not sure what those requirements would be.

Ms. McCollem - There was an ANR plan done. One parcel was CR and the other was for the purpose of developing a water supply plant. Mr. Tracey will check for the plan.

Can Conservation Commission Release? Ms. McCollem not sure if it takes the legislature.

Does town meeting request? Ms. McCollem - its usually town meeting. The town would have send it to legislature. You can have CR's released. In all of my experience with releasing a CR, the deal is that you

have to put an equal or greater area under the CR itself, swap it out. Mr. Tracey - much like they do with wetlands area. Ms. McCollem - we would want the Conservation Commission to be involved. You don't want to get in a situation of taking land with unique values and swapping with land without unique values. Conservation Commission will need to give us permission to go outside the fence.

Mr. Milanoski - We should submit a place holder article to selectman to be included on the warrant at the end of the month. We should include this now. I can take it off but will not be able to add it on at a later date.

Schedule for January bills and commitment:

Ms. McCollem Water wells in January – Tentative Schedule.

Ms. McCollem – Can we read the meters on the morning of the 5th? Mr. Woollam - Yes, that week is wide open.

January 4 - Loading the route

January 5 - Read meters

January 6 - Create bill

January 9 - Vote commitment

January 10 – Bills will be mailed

Fiscal Year 18 draft budget:

Ms. McCollem - This budget is very difficult to work with. I would like to use the budget in concert with the Asset Management Plan. As your budget currently exists, your "Other" line will not be helpful over time. Can we work out a new budget and discuss physical assets? The wells are the perfect example, we know they aren't functioning well, but we can't tell. The budget doesn't show it and it should. In your schedule of bills, we have a lot of "well work", but right now they are going into "Other" and we aren't capturing that they are a chronic problem. I'd like to take a Saturday to develop a budget line for Well 1 AND for Well 2. Over the short period of time, the wells aren't even behaving the same so it would be good to see that differentiated which will help us make better decisions. Your fuel is powering heating and the generator but those are not differentiated either. If we do a gas works there, we should have a "Generator" Line to differentiate costs for the generator. A lump sum of propane costs is not as helpful as if you break it out more. I can not use the budget as is. It makes sense to me to think of your budget as individual things; for each well. These expenditures then tie into the Asset Management Plan. The budget should be tied to the Asset Management Plan for these big items. We won't have separate lines for everything on the Asset Management Plan, but we can group.

Mike – Some bigger ticket items, such as membranes, will last for a long time. Ms. McCollem The Asset Management Plan will help you to see more into the future for these kinds of items.

Ms. McCollem would like the boards permissions to start a draft of this and make a better tool. The board agreed.

Generator replacement:

Mike helped Ms. McCollem track down some info. A packet with a spec list was distributed with pertinent photo documentation. Ms. McCollem – I need to talk with Steve from FM Generator regarding a more defined need for a replacement generator. The rough estimate was for 100 – 150 KW. We want to build in space for increase in pumps/capacity but we don't want to create an issue with affordability. Mr. Ohi – Enclosure listed – we would need an extra silent/quiet unit (more expensive). Mr. Sinclair – Steve needs better defined loads. What are our load expectancy? Ms. McCollem – Where do we get the line drawings? Mike – Can get this information for us. Ms. McCollem will follow up with Steve for a more accurate estimate. Mr. Ohi – Currently have 60 PSI. We would probably want to upgrade over time for faster filling. Ms. McCollem - Would we upgrade over time or all at once? We already have some upgrade. Mr. Tracey - as the 5 h.p. need to be replaced, we can put in 15 h.p. Ms. McCollem - What is the difference of load? The 15 h.p. can adjust where the 5 can't. Ms. McCollem - What is realistic? The treatment facility is rated for 100,000 gals / day. We know the membrane units can be doubled. With Decas taking water consistently we were taking 60000 per day which is approaching limit. It wouldn't be out of the question to propose increase to 200000 gals/ day and to make sure the generator can handle that. Ms. McCollem What equipment would that need? I need to give that information to FM Generator. Everything we have plus two going from 5 –to 15 hp. Plus another 5 h.p. for a well? Mr. Ohi – We may be cutting it too close and then require changing unit out again. Mike will get a detailed list and Mr. Sinclair will put KW info with that. Ms. McCollem I want to have new unit costs nailed down to determine if we can do this. Either way, we will need to do the gas works project. If we can't cover the new equipment with selling the old, then we need to talk about a Plan B. Ms. McCollem – I will work on getting a better estimate on the value of the old unit. Mike will provide details on needs and then I can work with FM to determine best size for our needs.

Water Operator's Report:

Mr. Woollam - 222 Plymouth St. – I have been continuously reading from 11/28 – to today, she is currently running about the same as any average 4-person home. Owner did have a plumber come in. No leaking toilet, but did have a dripping faucet. Dripping faucets can be costly. Ms. McCollem – Owner has been working with the town and has been very cooperative.

Mr. Woollam - Someone tried to break into fill station. No one has been successful but I have done some modifications to deter future attempts. The police have been notified. Mr. Sinclair - does NBO have cameras on the building? Not sure. Mr. Sinclair will check on that. Mr. Tracey noted that there is a streetlight right there that would be a great place for a camera.

Well 2 – leaking where thread was cutting in deep, on top of the pipe. This was replaced. John brought in stone to back fill (previously filled with clay); we flushed the lines.

Well 1 when flushing with Well 2, now producing 140 gals per minute. The low water table makes it difficult to do a proper flush.

Overall, the Plant has been running very good.

Mr. Sinclair – on the fitting that was leaking – looked like it was in the cut during installation. Mr. Tracey believe Sullivan's installed that one.

Minutes – November 7, 2016

The minutes were reviewed by the board.

Motion to approve as written: Mr. Sinclair

Second: Mr. Tracey

Approve: Unanimous

Minutes were also included for November 22, 2016. These will be reviewed at our next meeting.

Bills Payable:

- ⇒ Ms. McCollem - \$1200 bill for Paul's Waterworks, for work done at Cranberry village, has been removed.
- ⇒ Do we have the same Propane Co for plant and fill station? Mr. Woollam – yes. Ms. McCollem Do the bills specify the location? Mr. Woollam - Yes when multiple locations it should specify.
- ⇒ Verizon Bill – 4 lines plus internet. Internet should be unlimited. We may need to have a line run on poles if Verizon is now charging for data usage. Ms. McCollem will take another look at it. We were carrying a credit for some reason, not sure why. This may explain the increase in this month's bill.
- ⇒ Water bill – In the new budget, it will be broken out to allocate those lines.

Motion was made to approve bills as submitted, \$25,258.64 for North Carver Water District: Mr. Sinclair

Second: Mr. Tracey

Approve: Unanimous

Next meeting: *Has been set for January 10, 2017 at 5:00 PM*

Meeting adjourned

Motion to adjourn: Mr. Sinclair

Second: Mr. Tracey

Approved: Unanimous

Meeting adjourned at 6:19 PM



TOWN OF CARVER

North Carver Water District Commission

PUBLIC MEETING NOTICE

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A, SECTION 20B

NORTH CARVER WATER DISTRICT COMMISSION

Monday, December 12, 2016

5:00 PM

Carver Town Hall Room #3

AGENDA

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 30A, SECTION 20B

1. Bulk Water Contracts
2. Update: Water Infrastructure Assessment & Planning Grant
3. Beginning steps for new source—quantity and quality analysis
4. Schedule for January bills and commitment
5. FY18 draft budget
6. Generator replacement
7. Water Operator's Report
8. Minutes: November 7, 2016.
9. Bills Payable
10. Next meeting: January 9, 2017

