



approved 3/11/19

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 February 11, 2019. 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; Stephen Romano, Commissioner

Absent:

Also present: Mike Woollam, SWSS; Dave Siedentopf, Director of Operations and Maintenance; Michael Milanoski, Town Administrator

Meeting called to order at 5:32 PM, by Mr. Tracey

Glen Priolo – Request to change materials:

Mr. Tracey – I was hoping Glen would be here tonight. He would like to use PVC instead of iron. Mr. Woollum – I have no issue with plastic as long as it is installed properly. My problem is with the lack of ownership for repairs. Mr. Tracy – His plan is to have an association; they would own it. Mr. Woollum – Then it would need to be like Cranberry village. If it's not set up like that, there could be issues when something happens. They need their own licensed operators, etc. If they stick with iron, we would take care of it. Mr. Romano – I do not like neighborhood associations. Mr. Sinclair – They are hooking up to the North Carver Water? Mr. Tracey – Yes, they are. I will email him tomorrow. The Commission deferred to Rules & Regulations, which specifies iron. Mr. Milanoski – without that they would also need a bond.

Mr. Milanoski – Regarding the system out back, we allowed the Housing Authority to connect to our system? Mr. Woollam – Some agreement was made that you were not going to charge for water. From the time I was hired I was told they owned the distribution and we owned the treatment. This is not the case, the PWS makes us responsible; the state sees it as all one piece. Mr. Romano – Would it be at the Plymouth County Registry of Deeds? Mr. Milanoski –

The Town has no obligation for the distribution system. Mr. Woollum – DEP has a different opinion. I requested a letter in writing. Mr. Milanoski – What is the state currently doing? Mr. Woollum – We are trying to get them to install another flushing hydrant. We can't flush anything on the left side. Mr. Siedentopf – I will reach out to them, I have their information.

Assessment of Privilege Fee – 0 Plymouth Street:

Mr. Tracey – We met on the fee and reached an agreement over how it is apportioned. He will pay one piece up front and as units come up, he will pay that portion. Mr. Milanoski – Interest kicks in after November 29th. There is a 5% increase in the privilege fee each year. After November 29 it is \$5000 + 5%. When do we want the \$49K to be paid? Mr. Tracey – We are ordering an assessment tonight. When this goes to the assessor, it will go to the tax collector who will then send an invoice. Mr. Sinclair – If he defaults? Mr. Tracey – This is attached to the property. Mr. Milanoski – By that time, we will have the \$49K plus any units on line. Any additional units would be paid by whoever hooks them up. Mr. Romano – Board of sewer commissioners? We don't have that so it would default to BOS. Mr. Milanoski – I think that is a typo.

- 3rd paragraph - This should read "North Carver Water District Commissioners"
- Changes for \$ as it did not include the cents.

Motion to approve Order of Assessment Privilege for Glen Prioli at 0 Plymouth Street with modification listed: Mr.

Sinclair

Second: Mr. Romano

Approved: Unanimous (3-0)

Rules and Regulations – Increase to the water rate:

Mr. Tracey – I mentioned earlier about changing the cost per assessment. Right now it increases 5% every year. We are pricing people like Joe Mussa out of doing any redevelopment / improvements. Do we want to leave the 5% increment? Mr. Romano – Does the verbiage allow us to waive that fee? Mr. Tracey – It does not. Mr. Sinclair – Good idea! If the Board has that ability to determine this on a case by case. Mr. Milanoski – Do you know why the 5% was chosen? Mr. Tracey – It fit the proformer. Mr. Milanoski – I would say that the privilege fee increase should model inflation. Mr. Romano – What if it goes down? Mr. Milanoski – Verbiage (1% or CPI whichever is greater). With the

medical building, they ran a line that you would have done in the future. This resulted in a discount for them. How do you deal with taking less for a specific project? Is there a community benefit that they are providing? Mr. Tracey – running a ½ mile of water line is difficult for Mussa. Mr. Milanoski – Is that more expensive than the privilege fee? Mr. Romano – If he gets water from us he can get rid of the well and build where the well is now. Mr. Milanoski – How far to the medical facility? Mr. Tracey – about a ½ mile of pipe. Mr. Milanoski – There's no other development there? Mr. Sinclair – The William Property. Mr. Milanoski – Cost to run to the Frosty Dog? Mr. Romano – About \$150K - \$250K. Mr. Sinclair – What is it costing to run to Pine City? Mr. Siedentopf – about \$250K. Mr. Tracey – His privilege fee was about \$348K. Mr. Milanoski – We can get an estimate from Mike Ohi or SWSS what it would cost to run it past his property. The government charge would be significantly more. If he can do it cheaper and faster, then there is the deal. This is additional water usage and it will spur economic development.

- Mr. Tracey – So let's look at inflation for yearly increases, beginning in November of 2019. This will keep it more in line.
- Discounts to prevailing rates – minimum of 2,800 gals per day requirement should probably be removed. Mr. Sinclair – Are we going to bond users? Mr. Tracey – Indian Head has still not paid. I talked with Jill and she mentioned that trash haulers have to pay up front before they use any services. Mr. Cole is also working on some language to create a bond. It's similar but the money is held in case they don't pay the bill. Mr. Sinclair – I like paying up front better than the bond. Mr. Tracey – We may be able to put it in the Rules and Regulations. Mr. Romano – We don't want to go through this, every year? I think he is done; maybe if he pays up we can discuss a new key and payment in advance. Mr. Sinclair – I agree, change the lock. Mr. Milanoski – New lock so he can't get in and another demand notice, with interest. Mr. Romano – Why not go to small claims? He pays for the attorney fees. Mr. Milanoski – I would wait until the spring.
- Return Check policy – Kathy had some questions. Currently if the check is returned, it initiates a turn off. Does the commission want that? Mr. Romano – Have we ever had any bounce? Mr. Tracey – I don't know, but our policy is different from what the town does. Kathy has put together some verbiage. Mr. Romano – I would like to see us turn it over to the constables for collection. The constable would keep the collection fee. We keep the bounced check fee and amount due. Mr. Woollum – Keep in mind that now, the fee is \$50 to turn off and \$50 to turn back on. Mr. Tracey – Do we want to keep the language then? Mr. Romano – Yes. Mr. Tracey – Okay, we will keep that in there with some minor language modification.
- Fees and water charges.

- Additional Work Fee

- Mr. Tracey – Mr. Woollum had suggested some changes. Recently, when a customer filled the pipe with rocks, he experienced considerable extra work that was billed to the Water District. How does the Board feel about including a fee for extra time when such issues arise? Mr. Sinclair – I would say an additional work fee should include what we pay out plus 15%. Mike – A normal shut off takes roughly 5 minutes. Mr. Tracey - If it takes more than 30 minutes, we will bill at \$XXXX. Mr. Romano – Also, if any additional equipment is needed, that expense should be charged to the customer.

- Fees –

- No increase since June of 2014. A 5% increase is reasonable, that's 1% per year. We will do this across the board.

Mr. Tracey - We need to publish twice. 100% by June 30th. Mr. Sinclair – I want to get all the Rules and Regulations done before the election. Mr. Romano – Let's plan on April then. Mr. Tracey – I will outline and give it to Jill. We can publish in the Carver Reporter a couple of times. Mr. Romano – Let's do the hearing on April 8th at 6:30 PM.

Draft FY20 – Discussion and possible vote:

Mr. Tracey – There were some questions at the last discussion re: the \$23K contingency fund. We can't combine this year with next year. The most recent version – The electric looks a little off. When the Solar on the bog came on line, Eversource doesn't distinguish between them. We may not be getting all the credits that we deserve. Meg is looking into it. It looks like Electric will be running over budget. Mr. Romano – We may have to take something from "Reserve" for electricity. Mr. Tracey – So the budget number is \$596,246.18

Motion to approve the FY20 budget number of \$596,246.18: Mr. Romano

Second: Mr. Tracey

Approved: Unanimous (3-0)

GAP 2 Grant / Generator Replacement:

Mr. Tracey – We resubmitted with the Towns Tax ID Number.

Rte. 44 Development, Urban Renewal Plan:

We will be getting an update from the applicant at the joint meeting next week. Mr. Sinclair – We will have the applicant updating on the MEPA process etc. I am treating this as a business meeting; the public will not be able to interact at the meeting. Questions from Board members will be allowed after the presentation. A representative from SWSS will be in attendance. Mr. Milanoski – The applicant has done some analysis on water usage. How much will the Frosty Dog use? Mr. Tracey – They are estimating about \$24K – \$32K

Water Operators Report:

Mr. Woollum –

- I have not checked out the potential new water source from the old wells at KGI Property (Aubuchon Hardware). Mr. Tracey - When they connected, they disconnected their two wells. The new owner has broached the subject of NCWD take over their permit. Mr. Woollum will take a look.
- Jill informed me that there was a water leak at 5 Green Street; I thought they were shut off years ago. I checked and they were still on. They are now shut off.
- I heard back from the Church. He wants his meters. I ordered them but they are not in yet. Hoping for tomorrow.
- The communication piece for GE is in. I have to call them tomorrow.
- There was an issue at the fill station. Ordered propane and it was not filled. We were down to 2% and they told me there was a payment issue. Our account was lumped in with the town. After a conversation, they did come out. Mr. Siedentopf – The DPW was without heat and ran out completely. We had a contract for the purchase of the propane and we had repair work that wasn't in the contract. They didn't get paid for the repair job so they shut us off.
- We do have the new wet end for well number 1. The contractor that is installing it will be back from Florida in a week or two.
- The plant has been running well.
- Middleboro will flush for us when it gets a little warmer.
- Waiting to hear from Mike Ohl re: new pumps for development

Mr. Milanoski – We may want to ask the RTE 44 development to look at automated connection for Middleboro. Mr. Tracey – We could look at that but we have already asked for elevated storage. Mr. Milanoski – I would have them look at that as a backup.

Bills Payable:

Discussion: No invoice from SWSS this month? Mike will follow up. The FedEx and Verizon bills has already been paid. They are here for signature only.

Motion to authorize the payment of the Verizon wireless bill in the amount of \$80 to be paid: Mr. Romano

Second: Mr. Sinclair

Approved: Unanimous (3-0)

Motion to authorize the payment of the FEDEX bill in the amount of \$45.75: Mr. Romano

Second: Mr. Sinclair

Approved: Unanimous (3-0)

Motion to approve payment of the bill packet, in the amount of \$7937.22: Mr. Romano

Second: Mr. Sinclair

Approve: Unanimous (3-0)

Minutes – January 14, 2019:

Discussion-

Motion to approve of the minutes of January 14, 2019, as written: Mr. Sinclair

Second: Mr. Tracey

Approved: Unanimous (2-0-1, Mr. Romano)

Correspondence

Mr. Tracey - Billing Stipend – I asked Meg about Jill's stipend for bill processing. Jill receives \$120 in each biweekly check. Jill was offered this, in the first place, as it didn't fit in her job description. Meg has asked that we continue that with them. I feel that this is part of their job description now. We pay them through the Indirect Costs portion of our budget. Mr. Romano – How does Jill feel about no longer getting this stipend? Mr. Tracey – Hopefully she understands that this was tied directly to the bills, which she is no longer doing. Meg asked that we make a motion to rescind Jill's stipend.

Motion to rescind Ms. Martins stipend for bill processing; this stipend will not be transferred to the new bill processor: Mr.

Sinclair

Second: Mr. Romano

Approved: Unanimous (3-0)

Next meeting:

Motion to approve the Joint Meeting with Carver RDA on February 19 at 5:00 PM: Mr. Romano

Second: Mr. Sinclair

Approved: Unanimous (3-0)

Motion to schedule our next monthly meeting on March 11, 2019 at 5:30 PM: Mr. Romano

Second: Mr. Sinclair

Approved: Unanimous (3-0)

Meeting adjourned:

Motion to adjourn was made at 7:21 PM: Mr. Sinclair

Second: Mr. Romano

Approved: Unanimous (3-0)

Exhibit: North Carver Water District, Order Assessing Privilege Fee, Map 18, Lot 8-0