

Attendance Roster

Board Members

Bill Harvey	Christian Carpenter	Randy Karg
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Others

Maurice Goulet	Tracey Klenk	Mark Cerel
Dave O'Toole	John Harney	Tom Caragliano

Edward Cannon	Counsel for 8 Farm St	
Paul Millett	Environmental Partners	
Eric Kelley	Environmental Partners	
Cliff Monac	Resident – 49 Dale St Owner	
Dan Merrikin	Legacy Engineering for Cliff Monac	

Castle Hill Homeowners, CHSA

Bob Rechner	Tim Dolan	Curt Bletzer
Dana Wilson	Glenn Thompson	Lou D'Amaro

Agenda

1. Review of Holdover Action List of 08 Jan 19 Meeting:
 - Create placeholder on Annual Town Meeting Warrant for hire hydrant access by-law
2. Board members to approve meeting minutes of 08 Jan 19
3. Discussion on DEP Administrative Consent Order 07 Jan19 letter
4. Vote on W&S Board Policies and Procedures: Agenda Policy and Written Materials for Agenda
5. Discussion of Castle Hill Estates private sewerage system
6. Review and vote on FY 2020 warrant articles
7. Update Maurice Goulet on Unaccounted for Water study
8. Review of EPG report on manganese pilot study
9. Presentation by Maurice Goulet on draft 2020 operating budget and 20 year capital plan
10. Discussion on rate setting schedule and accounting resources
11. Discussion on 49 Dale St. sewerage connection
12. Review monthly water and sewerage operating expenses with year to date totals
13. Chairman to sign billing adjustment sheet for December
14. Vote to go into Executive Session: Under Massachusetts Open Meeting Law section 21 Exemption #3, Board to:
 - a. Discuss strategy with respect to litigation of Castle Hill Estates dispute
 - b. Discuss strategy with respect to possible negotiation with Castle Hill private sewerage system

Discussion of Castle Hill Estates private sewerage system -

M. Goulet distributed a preliminary planning estimate for replacement of the existing above ground equipment prepared by Environmental Partners Group. Representatives of EPG explained that this is a reasonable estimating assumption for a lift station that is near the end of its useful service life after over 35 years of service. The basis for the estimate was the original design drawings with no field inspection of the installed equipment. Total installed cost including contingencies appropriate for this estimating phase is approximately \$400k.

B. Rechner, representing the Castle Hill Homeowners Association, CHSA, reflected on the informal assessment work that he has conducted on behalf of the association. His conversations with equipment suppliers and engineering professionals suggest a total cost that is significantly lower than the estimate by Environmental Partners. They have not conducted a formal engineering review of the lift station equipment and he did not have a written estimate.

An estimate to complete an engineering review, lift station equipment inspection and survey of underground piping associated with the force main was previously prepared by Environmental Engineers. The cost for this work ranges from \$21k to \$30k. The scope of work required to assess the integrity of a portion of the force main constructed of ductile iron that passes underneath a brook is responsible for the price range.

E. Cannon, Counsel for 8 Farm St. homeowner, reviewed his client's position. His client is aware that the client would have to pay some sort of betterment to either the Town or the CHSA to be connected to the main sewerage main in the public way. He suggested to the Board that the Town only take over the section of the private main in the public way for the benefit of his client and treat the pump station separately. The Board encouraged Mr. Cannon and his client to pursue resolution of the connection to the force main with the directly with CHSA, as this issue is one that is between two private parties and not within the purview of the Board.

M. Cerel reviewed the legal actions that may be necessary for the Town to accept this system, the potential funding mechanisms available, and his recommendation is currently that the Town should not accept the gravity feed sewer system upstream of the lift station and force main.

M. Cerel stated that it is unlikely that a detailed Warrant necessary to resolve this issue can be completed prior the Annual Town Meeting this spring. There is a potential to have the issue on a Special Town Meeting in the fall.

C. Carpenter stated that the estimate provided by EPG is the first formal estimate presented by a reputable engineering firm, and that the Board would welcome another estimate from another reputable firm. W. Harvey explained that the costs of providing this estimate is the burden of the CHSA.

B. Rechner stated that the CHSA wants to resolve this issue amicably with the Town, but they are concerned about the cost estimate presented today as well as the cost to conduct an assessment of the existing equipment. He committed to pursue engineering consulting service providers to create an alternative cost estimate and equipment assessment.

Review and vote on FY 2020 warrant articles -

A list of proposed warrant articles was distributed for discussion. After a review the following warrant articles were proposed for Annual Town Meeting

- To see if the Town will vote to appropriate, borrow, or transfer from available funds in the Water Enterprise Fund a sum of money for the purpose of upgrading water meter network equipment and software or do or act anything in relation thereto.
- To see if the Town will vote to appropriate, borrow, or transfer from available funds in the Water Enterprise Fund a sum of money for the purpose of replacing the MXU component of existing water meters and related equipment, or do or act anything in relation thereto.
- To see if the Town will vote to appropriate, borrow, or transfer from available funds in the Water Enterprise Fund a sum of money for the purpose of replacing section of underground pipe, water meters and other water transport infrastructure at Pleasant Court or do or act anything in relation thereto.

A motion was made to place these articles on the Annual Town Meeting Warrant.

Motion: C. Carpenter

Second: R. Karg

Vote: Unanimous

Update Maurice Goulet on Unaccounted for Water study -

A summary of metering system equipment necessary for remote water metering was distributed. Recommendations for metering system upgrade implementation will be provided in the final UAW report.

E. Kelley reviewed the progress of the leak detection survey work underway. The final report should be completed by mid May.

Review of EPG report on manganese pilot study -

B. Harvey thanked EPG for the summary of their work. The report included several very positive findings.

- Manganese removal efficacy was within acceptable levels at higher filter loadings
- Sodium hypochlorite oxidation performance was acceptable within the anticipated operating condition range
- Generic green sand performed as well or better than proprietary green sand

All of these findings will reduce both the capital and operating costs of the treatment facility.

The report will be finalized and submitted to the State DEP for approval. After the expected approval in the second quarter 2019, this report will be the basis for detailed design of the proposed facility.

Presentation by M. Goulet on draft 2020 operating budget and 20 year capital plan -

M. Goulet reviewed the proposed budget which has been approved by the Board of Selectmen.

The water division budget increase of ~\$7k is due to planned salary actions.

The sewer division budget increase of ~\$71k is due to the addition of one full time employee at the waster water plant and increased chemical use for phosphorus removal.

Motion was made to approve the budget proposal for Fiscal Year 20.

Motion: R. Karg Second: C. Carpenter Unanimous

Discussion on rate setting schedule and accounting resources -

M. Violette, our designated accounting resource, is no longer with the town.

Three options for rate setting support were suggested.

1. Hire an outside accounting consultant
2. Hire M. Violette, if available and willing, to consult with the town as a resource
3. Ask J. Marsette to provide support.

Given the timing to prepare a new rate schedule and the necessary knowledge of the existing rate-setting model, the first option is deemed impractical. The second option is attractive, but M. Violette's availability is unknown. The third option is practicable only if J. Marsette is willing to contribute a significant volunteer effort.

An action item was taken for follow up with M. Violette.

Discussion on 49 Dale St. sewerage connection -

D. Merrikin presented a conceptual design proposal for a new sewer main to provide sewerage service to this property. The proposed routing along North Meadow road is entirely within the public way, provides service with gravity feed and provision for future expansion of service to adjacent residential areas.

No Board action at this time.

Review monthly water and sewerage operating expenses with year to date totals -

No exceptions were noted.

Chairman to sign billing adjustment sheet for December –

Chairman reviewed adjustments.

There was no motion to go to Executive Session.

Motion to adjourn meeting: C. Carpenter Second: B. Harvey Vote: Unanimous