

Board of Public Works

04/22/21 – Minutes

“Go To Meeting”

Present via remote login:

DPW Board Members: Chair – Tom Nephew, Pat Harrington, Lewis Lunn, George Clark; DPW Director – Ken Kalinowski, W/S Supt Joe Jordan; George Chambers, Rene D’Argento.

Call to Order at 5:30 p.m.

Chairman Tom Nephew called the meeting to order at 5:36 p.m. and announced that it was being recorded and possibly broadcast.

Acceptance of Meeting Minutes:

- **February 25, 2021 (Regular)**
- **April 01, 2021 (Regular)**

Tom Nephew noted that there was 1 spelling error in each set of minutes according to the spell check. *Pat Harrington made a motion to accept the minutes from February 25, 2021 as amended. Lewis Lunn seconded the motion.* The following roll call vote was taken:

Pat Harrington – Aye

Lewis Lunn – Aye

George Clark - Aye

Tom Nephew – Aye

The motion passed unanimously.

Pat Harrington made a motion to accept the minutes from April 01, 2021 as amended.

Lewis Lunn seconded the motion. The following roll call vote was taken:

Pat Harrington – Aye

Lewis Lunn – Aye

George Clark - Aye

Tom Nephew – Aye

The motion passed unanimously..

Abatements:

23 Sheffield Street (Chambers).

Joe explained to the Board that this was a service leak located along a very long service run between the meter pit and the house. Complicating this request, the leak spanned two billing cycles which included the upcoming May bill. In order to fully resolve the issue in one action, the staff ran the typical calculations for the entire period of the leak, and was recommending granting all the relief be applied to the February bill, with the understanding that although some of the 'cost' of the leak would be included on the May bill, no further relief would be considered for the May bill. In effect, the Board would be pre-emptively abating a portion of the May bill. Tom Nephew provided the customer with the Boards abatement policy, and Mr. Chambers fully agreed. *Pat Harrington made a motion to abate account #2544 in the amount of \$198.27 water and \$579.06 sewer. Lewis Lunn seconded the motion.* The following roll call vote was taken:

Pat Harrington – Aye

Lewis Lunn – Aye

George Clark - Aye

Tom Nephew – Aye

The motion passed unanimously.

Water/Sewer

- **Bemis Treatment Facility.** Joe Jordan informed the 40-hour test was completed and that the SCADA work at the plant and the other water facilities was also nearing completion. Joe also noted that a back-pressure sustaining valve would be required for fitment on the filter vessels, and this item was expected to be shipped and installed in the next month. Joe stated that the staff was working with the design engineer and the treatment consultant to dial in the chemistry of the plant to achieve filtration results that were more consistent with those obtained in the pilot study.
- **Statewide Drought.** Ken noted that shortly after the last Board meeting, the State had issued a formal drought advisory for all of MA, with the southeastern section being more severe. This gave credence to the Boards previous discussion / decision to implement a full outside water ban and to extend the deduct meter sales moratorium.

- **Extension of Deduct Meter Sales Moratorium / Mandatory Outside Water Ban.** Ken stated that the next two items were related. After the last Board meeting, a question was raised at a BoS meeting regarding the fact that Board apparently voted two items that were not formally listed on the agenda. These two items were brought up as a discussion of unanticipated issues, and the vote was simply a formal resolution; however, in order to facilitate the transparency of the Boards operations, it was decided to formally put the two items on the next agenda for a confirmatory vote. Ken also reiterated that the States recent proclamation of the statewide drought advisory was also something that should be considered in any deliberations. The Board felt that although there was nothing untoward in the vote taken at the last meeting, there was no harm in holding a confirmatory vote to recommit to their decisions. *Pat Harrington made a motion to confirm the votes at the last meeting to extend the sales moratorium on deduct meters through 2021, and to institute a mandatory outside water ban effective May 1st and to be in place until further notice. Lewis Lunn seconded the motion.* The following roll call vote was taken:

Pat Harrington – Aye

Lewis Lunn – Aye

George Clark - Aye

Tom Nephew – Aye

The motion passed unanimously.

- **Abatement Policy Review.** Tom Nephew suggested that since the full Board was not in attendance, the discussion should be tabled. The Board agreed and there was no discussion
- **Misc Updates.** Ken took this opportunity to announce that this was Joe Jordans last meeting as his retirement was effective April 30th. He publicly thanked Joe for his efforts, leadership and professionalism, and for helping to build the Water and Sewer Divisions into the organizations that they were now. The entire Board also offered their sincere gratitude and wished Joe well. Joe said he had enjoyed his time here and thanked the Town, the staff and the Board for all their support.

DPW

- **DPW Business Manager .** Ken stated that the recruitment had progressed to the point that there were two finalists and that an offer had been extended to one of them. He hoped to be able to provide the Board with more details at the next meeting.

- **Bituminous Concrete Bid.** Ken informed the Board that the bid for furnishing and installing bituminous concrete was on the street and that bids were due on April 29th. As in the past, this was an annual bid that could be renewed up to 3 years at the towns discretion.
- **Misc Updates.** None.

Review & Approve Documents:

- **Commitments.** *Pat Harrington made a motion to allow Tom Nephew to sign the March commitments on behalf of the Board. George Clark seconded the motion. The following roll call vote was taken:*
George Clark – Aye
Pat Harrington – Aye
Lewis Lunn - Aye
Tom Nephew – Aye

The motion passed unanimously.

- **Drainlayers License.** Ken informed the Board that Milltown Plumbing had applied for a full water and sewer drainlayers license. The fee had been paid, all the appropriate bonds and insurance documents had been submitted, and references were checked and found to be satisfactory, so the staff recommended approving the license. *Pat Harrington made a motion to approve the drainlayers license for Milltown Plumbing. Lewis Lunn seconded the motion. The following roll call vote was taken:*
George Clark – Aye
Pat Harrington – Aye
Lewis Lunn - Aye
Tom Nephew – Aye

The motion passed unanimously.

Commissioners Comments:

- None.

Adjournment:

Pat Harrington made a motion to adjourn. Lewis Lunn seconded the motion. The following roll call vote was taken:

George Clark – Aye
Pat Harrington – Aye
Lewis Lunn - Aye
Tom Nephew – Aye

The motion passed unanimously.

The meeting was adjourned at 6:39.

Respectfully submitted,
Kenneth Kalinowski, PE
Director of Public Works