

Attendance Roster

Board Members		
Bill Harvey	Christian Carpenter	Randy Karg

Others		
Maurice Goulet	Nick Milano	Tracey Klenk
John Kelly, Resident	Eric Kelley, EPG	

Agenda

- Approval of outstanding meeting minutes
- Review of status of Board Holdover Actions List
- Report from DPW Director
 - Filtration Project progress
 - Update on Mt. Nebo tank painting project
 - Wastewater plant operations due to high inflow and infiltration
 - Status of rate study contract from Tighe & Bond
- Report by EPG on filtration project review and next steps
- Review of water and sewerage permits timeline
- Update on budget process and timing
- Customer billing appeal: John Kelly, 5 Kamark Drive
- Review of YTD water pumping and YTD water and sewerage expenses
- Executive Session to discuss security personnel, devices and strategies
- Adjourn

Agreements

1. No billing relief will be granted to J. Kelly for water bills at 5 Kamark Dr.

New Action Items

#	Item	Responsible	Due
1.	Distribute preliminary FY 2022 budget proposal to Board members	M. Goulet	Done
2.	Include review of preliminary FY 2022 budget to next meeting	B. Harvey	Done
3.	Review personal notes and provide guidance on status of minutes for 22 Jun 20 and 11 Aug 20 meetings	B. Harvey	Done

Holdover Action Items

#	Item	Responsible	Due
1.	Add creation of a framework for water supply alternatives to a future meeting.	B. Harvey	Next Mtg.

Summary Notes

Meeting began: 09:13

Meeting concluded: 10:39

B. Harvey opened meeting by reading the Open Meeting Remote Participation guidelines.

Action Item Review –

All actions from the 11 Dec 20 meeting are complete except for one item that was moved to the holdover list.

Meeting minutes for 11 Dec 20 were amended and unanimously approved by roll call.

Motion: R. Karg Second: C. Carpenter

Filtration Project Review by Eric Kelley –

Design of the manganese treatment plant is 90% complete. Final design package will be submitted to Mass DEP at the end of January for review and comments. Final modifications to incorporate comments from the agency will result in a bid set in time to release for bidding in April. The final construction/project control cost estimate will be complete in June.

The archeological survey contract is being assembled for review by the Mass Historical Commission. Fieldwork will commence in March as soon as weather permits. The final sign off by the Historic Commission is anticipated by the end of May. Eric commented that this area was previously disturbed by a tree farm and construction of Well #3. The survey contractor indicated that it is likely that no significant artifacts may be discovered during the survey.

Mass DEP has approved construction of the replacement Well #3. The revised sequence of well activity at the site is now

1. Activate Well #4
2. Construct new Well #3
3. Gain final approval to operate Well #4

DEP approval of Well #4 is in draft form and final approval is expected after PFAS testing is complete. Financial transactions between the existing design engineering authorization and the construction authorization to accommodate the previous, accelerated Well #3 construction plan will not be necessary with this sequence. Also, the Owners Project Manager expenses will be paid out of the existing design engineering authorization. In summary, this sequence will accommodate the archeological survey fieldwork, assure water capacity availability, meet all regulatory requirements and simplify budgetary arrangements.

Mt Nebo Water Tower Painting Project -

Final payment to the contractor will be made after final project closure administrative documentation is complete.

The contractor's performance on the project was positive. Coordination between all parties involved was good and the inspection reports indicate that the fieldwork was high quality.

Update from DPW Director –

High flow rates to wastewater treatment plant -

M. Goulet reviewed the results of field investigations by Woodard and Curran during the recent period of high inflows to the plant. A copy of their report was distributed to all board members prior to the meeting. Results of their investigation show that there is no single large point of entrée into the sewer collection system. Inspection by closed circuit video, CCTV, will be utilized as planned to identify system integrity failures as Woodard and Curran continue their investigations.

High flows rates compromise wastewater treatment system efficacy, particularly for phosphorus removal.

Tighe & Bond Consulting Contract –

Approval of the final contract for rate setting consulting work is expected at the Select Board Meeting on 19 January.

Water and Sewerage Permits Timeline –

Clarification of this request to M. Goulet was provided. The intent is to have a simple timeline for the key operating permits for the water system for inclusion into a master plan. Key permits are the withdrawal permits for the water supply wells and the NPDES permit for wastewater discharge from the wastewater treatment plant. E. Kelley advised that the timing and effort for permit renewal on the water withdrawal side is dependent upon state agency activity driven by the Water Management Act.

FY 2022 Budget Update -

M. Goulet stated that he was requested to provide a flat budget in the preliminary proposals recently delivered to the Warrant Committee for review.

B. Harvey asked whether increased operator licensure will be required to support operation of the new manganese removal treatment plant at Well #3. E. Kelley does not foresee a need for increased operator license levels with the scope of equipment involved.

Customer Billing Appeal –

John Kelly, 5 Kamark Drive, joined the meeting. He stated his case that recent water bills were exceptionally large for this rental property. He presented no explanation or assignable cause for the volume of water consumption measured by the on site meter.

M. Goulet reviewed the investigation completed by department personnel. This included a site visit to inspect the meter installation and subsequent removal and testing of the meter. Meter testing by a certified meter testing agency found the meter to be accurate to American Water Works Association standards.

No basis for relief was identified by the investigation and no motion was made to provide relief. The Board will follow the standard policy for billing. Mr. Kelly respectfully disagreed with this decision.

Due to time constraints, C. Carpenter left the meeting at this time.

Review of YTD water pumping and YTD water and sewerage expenses -

B. Harvey shared graphical tracking of 2020 water consumption. Water use continues a downward trend from peak annual consumption in 2015. This performance is notable given the drought in 2020 and reflects a positive impact from rigorous identification and repair of distribution system leaks and conservation efforts.

Water operation costs are within expectations except for telephone costs. T. Klenk identified erroneous Eversource bills as the assignable cause for the high telephone expense.

Concern was raised over lab expenses and chemical consumption at the wastewater treatment plant. The Board requested that future budgets accommodate increased routine vendor lab testing costs and chemical addition dosing requirements.

Executive Session –

Deferred to next meeting

Meeting Minutes Approval –

B. Harvey took an action item to review his personal notes and provide guidance on the status of minutes for the 22 Jun 20 and 11 Aug 20 meetings.

Motion to adjourn meeting

Motion: R. Karg Second: B. Harvey Unanimous Roll call